

Annual Reorganization Meeting

The Annual Reorganization Meeting of the Board of Education of the Northport-East Northport Union Free School District was held on Monday evening, July 2, 2012, beginning at 6:10 p.m., in the Board Conference Room at the William J. Brosnan School, 158 Laurel Avenue, Northport, New York, with Mr. Stephen V. Waldenburg, Jr., Chairperson, opening the meeting and presiding.

Members present: Mr. David Badanes, Ms. Julia Binger, Mr. James Maloney, Mrs. Lori McCue, Mr. Andrew Rapiejko, Mr. Joseph Sabia, Mrs. Jennifer Thompson, Mrs. Tammie Topel, Mr. Stephen V. Waldenburg, Jr.

Members absent: None

Also present: Dr. Marylou McDermott, Superintendent of Schools  
Ms. Kathleen Molander, Assistant Superintendent for Business  
Mr. Matthew Nelson, Assistant Superintendent for Instruction and Administration  
Ms. Antonia Hamblin, Board Counsel

1. Chairperson Waldenburg called the meeting to order.

Motion was made by Trustee Badanes, seconded by Trustee Maloney, to convene in Executive Session to discuss matters pertaining to the employment history of particular persons and matters pertaining to the appointment of a particular person.

Unanimously carried.

At 7:45 p.m., the Board reconvened in public session in the cafeteria at William J. Brosnan School.

2. Mr. Waldenburg led those present in the Pledge of Allegiance; and
3. Pointed out the emergency exits.

Public attendance: There were approximately 20 persons present.

4. Oath of Office to New Board Members

Ms. Antonia Hamblin, Board Counsel, administered the Oath of Office to Mr. Badanes, Mr. Maloney and Mr. Waldenburg.

5. Election of Officers

- 5.01 Nominations were requested for the Office of President of the Board of Education.

Trustee Waldenburg was nominated for President by Trustee Badanes, seconded by Trustee McCue. Mrs. Thompson was nominated for President by Trustee Sabia, seconded by Trustee Topel. Trustee Thompson thanked Mr. Sabia for his nomination but declined the appointment.

Mr. Waldenburg was unanimously elected President of the Board of Education for the 2012-2013 school year.

- 5.02 Nominations were requested for the Office of Vice President of the Board of Education.

Trustee Rapiejko was nominated for Vice President by Trustee Binger, seconded by Trustee McCue.

Trustee Thompson was nominated for Vice President by Trustee Topel, seconded by Trustee Maloney.

Vote on Trustee Binger's motion to nominate Trustee Rapiejko for Vice President was as follows:

YES: Ms. Binger, Mrs. McCue, Mr. Rapiejko, Mr. Waldenburg

NO: Mr. Badanes, Mr. Maloney, Mr. Sabia, Mrs. Thompson, Mrs. Topel

Motion failed.

Vote on Trustee Topel's motion to nominate Trustee Thompson as Vice President was as follows:

YES: Mr. Badanes, Mr. Maloney, Mr. Sabia, Mrs. Thompson, Mrs. Topel

NO: Ms. Binger, Mrs. McCue, Mr. Rapiejko, Mr. Waldenburg

Motion passed.

Mrs. Thompson was elected as Vice President of the Board of Education for the 2012-2013 school year.

6. Oath of Office to the President and Vice President of the Board

6.01 Board Counsel Hamblin administered the Oath of Office to:

6.01.1 Board President Waldenburg

6.01.2 Board Vice President Thompson

7. Annual Appointments

Motion was made by Trustee McCue, seconded by Trustee Topel to approve all items under 7.

7.01 Appointments

7.01.1 Beth Nystrom as District Clerk

7.01.2 Dawn Monsell as District Treasurer and Donna Quinlivan as Deputy  
District Treasurer

7.01.3 Ingerman Smith, LLP as Board Attorney and Negotiating Attorney

7.01.4 Christine Helbock as Claims Auditor

7.01.5 Susan Shutowich as Purchasing Agent, and Kathleen Molander, Assistant  
Superintendent for Business, authorized to act as Purchasing Agent in her absence

7.01.6 Impartial Hearing Officers:

Appointing Laure C. Nolan, Michael Ahern and Joseph Wooley as Impartial Hearing Officers to conduct  
hearings pursuant to Section 75 of Civil Service Law

Appointing Vanessa Sheehan, Lawrence Spirn and Jennifer Spirn as Impartial Hearing Officers to conduct  
hearings pursuant to Section 504 of the Rehabilitation Act of 1973

7.01.7 Compliance Officers:

Appointing Ms. Christina Pulaski as Section 504 Compliance Officer

Appointing Ms. Cynthia Fitzgerald as Title IX Compliance Officer

7.01.8 Appointing the following firms as Brokers of Record:

- Hartt Insurance Agency, Inc., 45 Main Street, P.O. Box 449, Northport, NY 11768
- N.Y. Schools Insurance Reciprocal, 333 Earle Ovington Blvd., Uniondale, NY 11553
- GCG Risk Management, Inc., 11 Beach Street, 8<sup>th</sup> Fl., New York, NY 10013
- Pupil Benefits Plan, Inc., 101 Dutch Meadows Lane, Glenville, NY 12302
- Fitzharris & Co., P.O. Box 9182, Farmingdale, NY 11735
- Digital Insurance in partnership with AON Consulting, 300 Jericho Quad., Suite 300, Jericho, NY 11753
- RSK Limited Liability Co./Emerson, Reid and Co., 174 Park Avenue, Hicksville, NY 11801

7.01.9 Appointing Bonding Counsel and Financial Advisory Services:

- Hawkins Delafield & wood, LLP, One Chase Manhattan Plaza, New York, NY 10005 as Bonding Counsel
- Munistat Services, Inc., 12 Roosevelt Avenue, Pt. Jefferson Station, NY 11776 for Financial Advisory Services

7.01.10 Appointing the firm of R.S. Abrams & Co., LLP as Internal Auditor for the 2012-2013 fiscal year

Vote on Trustee McCue's motion to approve all items under 7. was unanimously carried.

8. Oath of Office to Superintendent of Schools and District Clerk

Ms. Antonia Hamblin, Board Counsel, administered the Oath of Office to Dr. Marylou McDermott, Superintendent of Schools, and Ms. Beth Nystrom, District Clerk

Motion was made by Trustee Topel, seconded by Trustee Maloney, to approve all items under 9. through 35.

Motion was made by Trustee Badanes, seconded by Trustee Maloney, to sever items 11. and 12.

Unanimously carried.

9. Designation of Signatories for All School Warrants

9.01 Designating the Claims Auditor as the signatory for all school warrants

10. Designation of Depositories for All District Funds

10.01 Depositories of the Northport-East Northport Union Free School District, Town of Huntington, Suffolk County, New York were designated as follows:

- 10.01.1 JP Morgan Chase
- 10.01.2 WITHDRAWN
- 10.01.3 Capital One Bank
- 10.01.4 State Bank of Long Island

- 10.01.5 TD Bank
- 10.01.6 Flushing Commercial Bank

13. Authorization to Publish the Annual Financial Report

13.01 Authorizing publication of the Annual Financial Report for the 2011-2012 school year in the official newspaper

14. Bond for District Treasurer and Deputy District Treasurer

14.01 Authorizing Public Employee Dishonesty insurance in the amount of \$5,000,000 per-loss to include positions of District Treasurer and Deputy District Treasurer for the period July 1, 2012 to June 30, 2013

15. Authorization to Reimburse Expenses

15.01 Authorizing the Superintendent to approve expenses for staff attendance at conferences, and also for all authorized automobile travel within the District and outside of the District

16. Authorization to Certify Payrolls

16.01 Authorizing the Chief School Officer or her designee to certify payrolls each month (Ed. Law 1720, Sec. 2523; Commissioner's Regulation 170.2)

17. Authorization to Make Transfers

17.01 Authorizing the Superintendent of Schools or her designee, in accordance with the regulations of the Commissioner of Education, to make budget transfers between salary codes up to \$25,000, with all transfers in excess of \$25,000 requiring Board of Education approval and, transfers between all other codes up to \$10,000, with all transfers in excess of \$10,000 requiring Board of Education approval

18. Adoption of List of Religious Holidays

18.01 Adopting the attached list of religious holidays for State Aid computation purposes

19. Authorization to Establish Petty Cash Funds

19.01 Approving Petty Cash Funds in the amount of \$100 each with the following persons designated to administer these funds for the 2012-2013 school year:

- Mrs. Barbara Falotico, Principal, Bellerose Avenue School
- Mr. Thomas Harrison, Principal, Fifth Avenue School
- Ms. Patricia Essinfeld, Principal, Dickinson Avenue School
- Mr. Michael Genovese, Principal, Norwood Avenue School
- Ms. Sabina Larkin, Principal, Ocean Avenue School
- Mr. Jeffrey Haubrich, Principal, Pulaski Road School
- Mr. Pasquale DeStefano, Principal, East Northport Middle School
- Mr. Timothy Hoss, Principal, Northport Middle School
- Ms. Irene McLaughlin, Principal, Northport High School
- Ms. Beth Nystrom, District Clerk, Board of Education

20. Signatories for Federal Projects
  - 20.01 Appointing for the 2012-2013 school year, Dr. Marylou McDermott, Superintendent of Schools, as the authorized representative and official of Northport-East Northport Union Free School District, to submit applications and make claims for Federal Funds under all applicable Federal laws as may be required, with the Assistant Superintendent of Instruction and Administration as alternate.
21. Designation of Signatory for Tax Anticipation Notes
  - 21.01 Designating the Board President as the signatory for the single manual signature required on Tax Anticipation Notes or, as designated by the President, the Vice President, or the District Clerk
22. Appointment of School Physicians
  - 22.01 Appointing the doctors of North Suffolk Medical Associates as the School Physician for 2012-2013 and authorizing the Board President to execute a contract to this effect
23. Attendance Officer
  - 23.01 Appointing Ms. Judy Proscia as the District's Attendance Officer
24. Athletic Trainer
  - 24.01 Appointing Mr. Shawn Scattergood as the District's Athletic Trainer
25. Records Access Officer
  - 25.01 Appointing Ms. Beth Nystrom as the Records Access Officer
26. Records Management Officer
  - 26.01 Appointing Mr. Bernard Krueger as the Records Management Officer
27. Asbestos Designee
  - 27.01 Appointing Mr. Anthony Resca as the Asbestos Designee
28. Census Enumerator
  - 28.01 Appointing Ms. Judy Proscia as the Census Enumerator
29. Residency of Students Designees
  - 29.01 Appointing the Superintendent and the Administrator of Technology as the Board's official designees for determining residency of students
30. Board of Registry
  - 30.01 Appointing the following qualified voters of the District to the Board of Registry for the 2012-2013 school year: Anna Banzer, Eva Koch, James Mahoney, Maureen O'Brien, Clara Pryor, Joan Zaffiris

30.02 Appointing the following staff members to serve as Registrars when school is in session:

- Northport High School – Pat Lynch, Clare Roby
- East Northport Middle School – Linda Koch, Cathy Truisi
- Northport Middle School – Mary Giacobino, Karen Weiderman
- Bellerose Avenue Elementary School – Kathie Scherer, Gloria Thompson
- Dickinson Avenue Elementary School – Jane Corcione, Maureen Pollock
- Fifth Avenue Elementary School – Debbie Jones, Lori Kohan
- Norwood Avenue Elementary School – Kathy Kiley, Linda Garuccio
- Ocean Avenue Elementary School – Kathy Byrnes, Christine Rozmus
- Pulaski Road Elementary School – Janet Filippone, Patricia Gardner

31. Committee on Special Education

31.01 Appointing the following staff members as designees of the Northport-East Northport School District when initiating referrals to the Committee on Special Education during the 2012-2013 school year:

- Christina M. Pulaski, Director of Special Education
- Allyson Giaimo, District Chairperson for Special Education
- Karrie Kruger, District Chairperson for Special Education
- Michael Comiskey, School Psychologist
- Noreen Digiose, School Psychologist
- Elizabeth Dragone, School Psychologist
- Melanie Fisher, School Psychologist
- Erin Girardin, School Psychologist
- Kristen Karkota, School Psychologist
- Mary Christine Moser, School Psychologist
- Lisa Quartararo, School Psychologist
- Corinne Scheidt, School Psychologist
- Martha White, School Psychologist

31.02 Appointing the following staff members to serve as chairpersons for the Sub-Committees of the Committee on Special Education (SCSE) during the 2012-2013 school year:

Michael Comiskey, Noreen Digiose, Elizabeth Dragone, Melanie Fisher, Allyson Giaimo, Erin Girardin, Kristen Karkota, Karrie Kruger, Mary Christine Moser, Christina Pulaski, Lisa Quartararo, Corinne Scheidt, Martha White

31.03 Appointing the following staff members to serve as chairpersons for the Committee on Special Education (CSE) during the 2012-2013 school year:

Christina M. Pulaski, Allyson Giaimo, Karrie Kruger, Martha White

31.04 Appointing the following staff members to serve as chairpersons for the Committee on Preschool Special Education (CPSE) during the 2012-2013 school year:

Christina M. Pulaski, Allyson Giaimo, Karrie Kruger, Corinne Scheidt, Martha White

32. School Related Transportation

32.01 Authorizing the Superintendent of Schools to transport in her personal vehicle persons involved with the conduct of school business, e.g., students, staff, Board members, and community members

33. Mileage Reimbursement

33.01 Setting the prevailing IRS standard mileage rate as the mileage reimbursement rate

34. District Cell Phones

34.01 For Information: List of all district cell phones assigned to staff

35. Designation of Credit Card Processor

35.01 Designating Bank of America as the credit card processor for the Northport-East Northport Union Free School District

Vote on Trustee Topel's motion to approve all items under 9. through 35., excluding severed items 11. and 12. was unanimously carried.

Motion was made by Trustee Thompson, seconded by Trustee Sabia, to approve items 11. and 12.

11. Designation of District Newspaper for Legal Advertising

11.01 Designating *The Times of Northport and The Observer* as the Official Newspapers for District publications and legal notices for the 2012-2013 school year

Trustee Badanes stated that he places business advertisements in *The Observer* and asked if this was a conflict.

Counsel Hamblin stated it was not a conflict of interest.

12. Time and Place of Board Meetings

12.01 The Board adopted the 2012-2013 Calendar of Board Meetings at its April 24, 2012 Board Meeting.

Trustee Badanes requested a change in the start times of the Board meetings and suggested the Board add additional meetings.

President Waldenburg stated that the Board meetings were covered under a policy and suggested the Policy Committee review it at their next meeting. Superintendent McDermott stated that additional meetings can be added to the schedule if needed.

At 8:15 p.m., motion was made by Trustee McCue, seconded by Trustee Sabia, to adjourn the Annual Reorganization Meeting and to reconvene in regular session.

Unanimously carried.

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Beth M. Nystrom  
District Clerk