

SYOSSET CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION REORGANIZATIONAL MEETING AGENDA
JULY 10, 2018 – PAGE 1

OATH OF OFFICE TO BE ADMINISTERED TO NEWLY ELECTED TRUSTEES OF THE BOARD OF EDUCATION.

Francine Benjamin, District Clerk and Notary Public, administers the Oath of Office to the newly elected Trustees of the Board of Education.

OATH OF OFFICE TO BE ADMINISTERED TO THE SUPERINTENDENT OF SCHOOLS

Francine Benjamin, District Clerk and Notary Public, administers the Oath of Office to the Superintendent of Schools.

1. Resolution No. **ELECTION OF PRESIDENT OF THE BOARD**
RESOLVED, that _____ be elected President of the Board of Education, and effective July 1, 2018 through June 30, 2019, to serve for the school year 2018-2019.

MOVED BY: _____ SECONDED BY: _____

2. Resolution No. **ELECTION OF VICE PRESIDENT OF THE BOARD**
RESOLVED, that _____ be elected Vice President of the Board of Education, and effective July 1, 2018 through June 30, 2019, to serve for the School year 2018-2019.

MOVED BY: _____ SECONDED BY: _____

OATH OF OFFICE TO BE ADMINISTERED TO THE NEWLY ELECTED PRESIDENT AND VICE PRESIDENT OF THE BOARD OF EDUCATION

Francine Benjamin, Notary Public, administers the Oath of Office to the newly elected President and Vice President of the Board of Education.

3. Resolution No. **APPOINTMENT OF DISTRICT CLERK**
RESOLVED, that Francine Benjamin be appointed to serve as District Clerk of the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019, to serve for the school year 2018-2019.

MOVED BY: _____ SECONDED BY: _____

4. Resolution No. **APPOINTMENT OF DISTRICT TREASURER**
RESOLVED, that Brian Cleary be appointed to serve as Treasurer of the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019, to serve for the school year 2018-2019.

MOVED BY: _____ SECONDED BY: _____

5. Resolution No. **APPOINTMENT OF DISTRICT DEPUTY TREASURER**
RESOLVED, that Donna Viola be appointed to serve as Deputy Treasurer of the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019, to serve for the school year 2018-2019.

MOVED BY: _____ SECONDED BY: _____

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6. Resolution No. APPOINTMENT OF CENTRAL TREASURER – EXTRA
CLASSROOM ACTIVITY ACCOUNT

RESOLVED, Donna Viola be appointed to serve as Central Treasurer – Extra-Classroom Activity Account, for the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019, to serve for the School year 2018-2019. In the absence of the Central Treasurer, Brian Cleary, District Treasurer may perform the functions associated with this position.

MOVED BY:

SECONDED BY:

7. Resolution No. CHECK SIGNING DESIGNATION

RESOLVED, that pursuant to Section 1720, subdivision 2, of Education Law, Board President, a member of the Board of Education, other than an officer, is hereby authorized to sign checks in lieu of the Treasurer or Deputy Treasurer due to the absence or inability to sign. All duties of the Treasurer and Deputy Treasurer shall remain with the Treasurer and Deputy Treasurer and the Board member will not undertake the signing of checks until the Superintendent of Schools notifies the Board President that the Treasurer and Deputy Treasurer are absent or unable to sign the checks. The Board President shall notify the designated member at which time such Board member shall perform the function of signing the checks of the District. An official undertaking as required by law shall be filed for such Board member.

MOVED BY:

SECONDED BY:

8. Resolution No. THE DISTRICT CARRIES A FAITHFUL PERFORMANCE BOND IN THE AMOUNT OF \$1,900,000 PER LOSS COVERING ALL EMPLOYEES AND OFFICERS ELECTED AND APPOINTED. IN ADDITION, THE FOLLOWING POSITIONS CARRY A LIMIT OF \$975,000 EACH FOR ADDITIONAL INDEMNITY: DISTRICT CLERK, DISTRICT TREASURER, DISTRICT DEPUTY TREASURER, CENTRAL TREASURER FOR EXTRA CLASSROOM ACTIVITY ACCOUNT, FACULTY AUDITOR FOR EXTR CLASSROOM ACTIVITY ACCOUNT, CLAIMS AUDITOR, PURCHASING AGENT, ASSISTANT PURCHASING AGENT, PAYROLL SUPERVISOR, ASSISTANT PAYROLL SUPERVISOR, ASSISTANT SUPERINTENDENT FOR BUSINESS, BUSINESS ADMINISTRATOR, AND BOARD MEMBER AUTHORIZED TO SIGN CHECKS

RESOLVED, that the District secures a faithful performance bond in an amount of \$1,900,000 per loss and additional indemnity equal to \$975,000 per position for the following positions: District Clerk, District Treasurer, District Deputy Treasurer, Central Treasurers for Extra Classroom Activity Account, Faculty Auditor for Extra Classroom Activity Account, Claims Auditor, Purchasing Agent, Assistant Purchasing Agent, Payroll Supervisor, Assistant Payroll Supervisor, Assistant

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Superintendent for Business, Business Administrator, and the Board member designated in previous resolution, of Syosset Central School District, Syosset, New York, is hereby approved until further action by the Board.

MOVED BY:

SECONDED BY:

9. Resolution No.
RESOLVED,

ADOPTION OF POLICIES

Adoption of Policies of the Board of Education, Syosset Central School District, Syosset, New York, as presented, be and hereby are adopted and approved, effective July 1, 2018, Syosset Central School District School Year, subject to revisions adopted by the Board.

MOVED BY:

SECONDED BY:

10. Resolution No.
RESOLVED,

**APPOINTMENT OF DISTRICT CHIEF SCHOOL
PHYSICIAN/HEALTH RELATED SERVICES 2018-2019**

that subject to negotiations of a formal written agreement between the Parties, Winthrop Pediatric Associates be appointed on an annual basis to Provide services as School District Chief School Physician/Health Related Services group for the Syosset Central School District, Syosset, New York, Effective July 1, 2018 through June 30, 2019, to serve at the pleasure of the Board of Education, which service shall include physical examinations and Any other requirements contained within §902 of the education law or as Determined by the board of education.

MOVED BY:

SECONDED BY:

11. Resolution No.
RESOLVED,

**APPOINTMENT OF MEDICAL DIRECTOR FOR THE
PUBLIC ACCESS DEFIBRILLATOR PROGRAM, 2018-2019**

that Ronald Marino, M.D. be appointed on an annual basis to provide services as Medical Director for the Defibrillator Program for the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019, pursuant to Public Health Law 3000-B.

MOVED BY:

SECONDED BY:

12. Resolution No.
RESOLVED,

APPOINTMENT OF INTERNAL AUDITOR, 2018-2019

that the firm of R.S. Abrams & Co., LLP be appointed to serve as School District Internal Auditor for the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019 to audit School District accounting records and other required fiscal matters.

MOVED BY:

SECONDED BY:

13. Resolution No.
RESOLVED,

APPOINTMENT OF CLAIMS AUDITOR, 2018-2019

that the firm of Cerini Associates, LLP. be appointed to serve as School District Claims Auditor for the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019, to audit School District accounting records and other required fiscal matters.

MOVED BY:

SECONDED BY:

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14. Resolution No. **APPOINTMENT OF INDEPENDENT AUDITOR, 2018-2019**
RESOLVED, that the firm of Cullen & Danowski, LLP be appointed to serve as School District Independent Auditor for the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019, to audit School District accounting records and other required fiscal matters.

MOVED BY:

SECONDED BY:

15. Resolution No. **APPOINTMENT OF PURCHASING AGENT, 2018-2019**
RESOLVED, that Gail Knoph be appointed to serve as School District Purchasing Agent of the Board of Education of the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019 to serve for the school year 2018-2019.

MOVED BY:

SECONDED BY:

16. Resolution No. **APPOINTMENT OF ASSISTANT PURCHASING AGENT,**
 2018-2019
RESOLVED, that Michael dePalo, Carol Williams, and Dr. Patricia Rufo, be appointed to serve as Assistant Purchasing Agents of the Board of Education of the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019 to serve for the school year 2018-2019.

MOVED BY:

SECONDED BY:

17. Resolution No. **APPOINTMENT OF RESIDENCY OFFICER**
RESOLVED, that Adele Bovard and Jeanette Perrotta be appointed to serve as School District Residency Officers for the Syosset Central School District, Syosset, New York, and effective for the 2018-2019 school year.

MOVED BY:

SECONDED BY:

18. Resolution No. **APPOINTMENT OF ATTENDANCE OFFICER**
RESOLVED, that Jeanette Perrotta be appointed to serve as School District Attendance Officer for the Syosset Central School District, Syosset, New York, and effective for the 2018-2019 school year.

MOVED BY:

SECONDED BY:

19. Resolution No. **APPOINTMENT OF RECORDS ACCESS OFFICER**
RESOLVED, that Francine Benjamin be appointed to serve as School District Records Access Officer for the Syosset Central School District, Syosset, New York, and effective for the 2018-2019 school year.

MOVED BY:

SECONDED BY:

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20. Resolution No. APPOINTMENT OF RECORDS MANAGEMENT OFFICER
RESOLVED, that Francine Benjamin be appointed to serve as School District Records
Management Officer for the Syosset Central School District, Syosset, New
York, and effective for the 2018-2019 school year.

MOVED BY: SECONDED BY:

21. Resolution No. APPOINTMENT OF ASBESTOS (LEA) OFFICER AND
RESOLVED, APPOINTMENT OF HEALTH AND SAFETY OFFICER
that J.C. Broderick & Associates, Inc. be appointed to serve as Asbestos
(LEA) Officer for the Syosset Central School District, Syosset, New York,
and effective for the 2018-2019 school year.

RESOLVED, that Gregory Hamilton be appointed to serve as Health and Safety Officer for
the Syosset Central School District, Syosset, New York, and effective for the
2018-2019 school.

MOVED BY: SECONDED BY:

22. Resolution No. APPOINTMENT OF CHEMICAL HYGIENE OFFICER
RESOLVED, that Raymond Loverso be appointed to serve as Chemical Hygiene Officer
For the Syosset Central School District, Syosset, New York, and effective
For the 2018-2019 school year.

MOVED BY: SECONDED BY:

23. Resolution No. APPOINTMENT OF 504/ADA COMPLIANCE OFFICER
RESOLVED, that Dr. Joseph LaMelza be appointed to serve as 504/ADA (Individuals
with Disabilities Education Act) Compliance Officer for the Syosset Central
School District, Syosset, New York, and effective for the 2018-2019 school
year.

MOVED BY: SECONDED BY:

24. Resolution No. APPOINTMENT OF TITLE IX COORDINATOR
RESOLVED, that Jeanette Perrotta be appointed to serve as Title IX Coordinator for the
Syosset Central School District, Syosset, New York, and effective for the
2018-2019 school year.

MOVED BY: SECONDED BY:

25. Resolution No. APPOINTMENT OF PAYROLL CERTIFICATION OFFICER
RESOLVED, that Dr. Patricia Rufo be appointed to serve as Payroll Certification Officer
and in her absence or inability, Carol Williams, Business Administrator, may
perform the functions associated with this position for the Syosset Central
School District, Syosset, New York, and effective for the 2018-2019 school
year.

MOVED BY: SECONDED BY:

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26. Resolution No. **APPOINTMENT OF PAYROLL CERTIFICATION OFFICER
TO CERTIFY CIVIL SERVICE PAYROLL REPORT**
RESOLVED, that Board of Education President be appointed as Payroll Certification
Officer to certify civil service payroll report for the Syosset Central School
District, Syosset, New York, and effective for the 2018-2019 school year.
MOVED BY: **SECONDED BY:**

27. Resolution No. **APPOINTMENT OF OFFICER RESPONSIBLE FOR RECEIPT,
COLLECTION AND REVIEW OF CERTIFIED PAYROLL
RECORDS**
RESOLVED, that Severino Fasulo be appointed as the officer responsible for receipt,
collection and review of certified payroll records for the Syosset Central
School District, Syosset, New York, and effective for the 2018-2019 school
year.
MOVED BY: **SECONDED BY:**

28. Resolution No. **APPOINTMENT OF SCHOOL OFFICER TO DIRECT THE
EXECUTION OF BUDGET TRANSFERS ON CHIEF
SCHOOL OFFICER’S APPROVAL**
RESOLVED, that Dr. Patricia Rufo be authorized to direct the execution of budget
transfers on the Superintendent of School’s approval for the Syosset Central
School District, Syosset, New York, and effective for the 2018-2019 school
year.
MOVED BY: **SECONDED BY:**

29. Resolution No. **APPOINTMENT OF TRANSPORTATION SUPERVISOR TO
RECOMMEND APPROVAL OF EMPLOYMENT OF BUS
DRIVERS TO THE CHIEF SCHOOL OFFICER**
RESOLVED, that Claudia Hardebe be appointed as Supervisor of Transportation to
recommend approval of employment of bus drivers to the Chief School
Officer of the Syosset Central School District, Syosset, New York, and
effective for the 2018-2019 school year.
MOVED BY: **SECONDED BY:**

30. Resolution No. **AUTHORIZATION FOR BOARD MEMBERS,
SUPERINTENDENT, AND DESIGNATED STAFF TO
ATTEND CONFERENCES AND MEETINGS**
RESOLVED, that the members of the Board of Education, the Superintendent, and
members of the school administrative and teaching staff may, subject to
applicable Board policies attend the professional meetings, conferences,
and activities, with expenses paid from appropriate budgetary allocations,
and conducted by, but not limited to:
The Syosset Central School District
The National School Boards Association
The New York State School Boards Association

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The American Association of School Administrators
The Association for Supervision and Curriculum Development (County,
State and National)
The Association of Elementary School Principals (State and National)
The Association of School Business Officials (Quadrant, County, State
and National)
Government Finance Officers Association
The Nassau County Council of School Superintendents (NCCSS)
New York State Association for Women in Administration (NYSAWA)
Phi Delta Kappa
The New York State Council of School Superintendents (NYSCOSS)
National Superintendent's Roundtable (NSR)
Rauch Foundation
Long Island Index Advisory Committee
American Association of School Administrators (AASA)
Northeast Quadrant of the Nassau County Council of School Superintendents
International Society for Technology in Education (ISTE)
State Association of Municipal Purchasing Officials (SAMPO)
New York Association of Pupil Transportation (NYAPT)
Nassau County Chapter of the New York State Association for
Superintendents of School Buildings and Grounds (NCSBGA)
New York State Association for Superintendent of School Buildings and
Grounds (SBGA)
School Administrators Association of New York State (SAANYS)
Nassau Association of District Curriculum Officials (NADCO)

MOVED BY:

SECONDED BY:

31. Resolution No.

**APPOINTMENT OF FACULTY AUDITOR, EXTRA
CLASSROOM ACTIVITY ACCOUNT**

RESOLVED,

that Janet Bruder be appointed to serve as Faculty Auditor, Extra Classroom Activity Account for the Syosset Central School District, Syosset, New York, July 1, 2018 through June 30, 2019, to serve for the school year 2018-2019.

MOVED BY:

SECONDED BY:

32. Resolution No.

**AUTHORIZATION TO WAIVE FEES FOR THE USE OF
FACILITIES**

RESOLVED,

that Adele Bovard is authorized to waive fees for organizations to use facilities according to District policy and guidelines.

MOVED BY:

SECONDED BY:

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33. Resolution No.

DESIGNATION OF BANKS

RESOLVED,

that the banks named below be designated as depositories for school funds as follows:

Sterling National Bank

Citibank

Flushing Commercial Bank

HSBC Bank

J.P. Morgan Chase

TD Bank

New York Community Bankcorp Inc. /New York Commercial Bank

Valley National Bank

AND BE IT FURTHER RESOLVED, that investments in conformance with Board of Education policy be authorized at the depositories noted above and

BE IT FURTHER RESOLVED, that in accordance with the requirements of the General Municipal Law, all accounts be secured by acceptable government securities in accordance with our collateral agreements and

BE IT FURTHER RESOLVED, that the maximum amount which may be kept on deposit at any time in each bank or trust company listed above is \$150,000,000.

MOVED BY:

SECONDED BY:

34. Resolution No.

DETERMINATION OF BOARD MEETINGS

RESOLVED,

that the regular meetings of the Board of Education of the Syosset Central School District, Syosset, New York, for the school year 2018-2019, will be held each month at 8:00 PM, at the South Woods Middle School, or assigned to other locations by action of the Board of Education as follows:

Tuesday, July 10, 2018

Monday, August 13, 2018

Monday, September 17, 2018

Monday, October 15, 2018

Monday, November 19, 2018

Monday, December 17, 2018

Monday, January 14, 2019

Monday, February 11, 2019

Monday, March 18, 2019

Tuesday, April 16, 2019

Monday, May 13, 2019

Monday, June 10, 2019

MOVED BY:

SECONDED BY:

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35. Resolution No. **THE BUDGET MEETING, BUDGET HEARING, ANNUAL
DISTRICT ELECTION, AND VOTE DECLARATION
MEETING**

RESOLVED, that determination of Budget Meeting, Budget Hearing, Annual District Election and Vote Declaration Meeting of the Board of Education of the Syosset Central School District, Syosset, New York, will be held on the following dates at South Woods Middle School, or assigned to other locations by action of the Board of Education:

BUDGET INFORMATION MEETING	Monday, February 11, 2019
BUDGET INFORMATION MEETING	Monday, March 18, 2019
BUDGET INFORMATION MEETING	Tuesday, April 16, 2019
BUDGET HEARING	Monday, May 13, 2019
BOARD TOUR	Wednesday, May 15, 2019
ANNUAL DISTRICT ELECTION	Tuesday, May 21, 2019

MOVED BY: **SECONDED BY:**

36. Resolution No. **DESIGNATION OF OFFICIAL NEWSPAPERS**

RESOLVED, that for the purpose of publication of official legal notices, pursuant to Education Law §2004 “The Syosset Advance” and “Syosset-Jericho Tribune” having a circulation in the District, be designated as the official newspapers of the Syosset Central School District, Syosset, New York and that for the purpose of the advertising of bids, pursuant to General Municipal Law §103, “Newsday”, be designated as the official newspaper of the Syosset Central School District, Syosset, New York until further action by the Board.

MOVED BY: **SECONDED BY:**

37. Resolution No. **ESTABLISHMENT OF PETTY CASH FUNDS**

RESOLVED, that the establishment of petty cash funds in Syosset Central School District, Syosset, New York, and effective July 1, 2018, for the school year 2018-2019, be authorized with the fund and designated person responsible listed below:

a.	Each Elementary School	50.00
	Ms. Lisa Greiner	
	Ms. Mary Kolkhorst	
	Ms. Thea Pallos	
	Ms. Mi Jung An	
	Mr. Jeffrey Kasper	
	Mr. James Connolly	
	Mr. Chad Snyder	
b.	Each Secondary School	100.00
	Ms. Michelle Burget	
	Mr. Kevin Bonanno	
	Dr. Giovanni Durante	

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| c. | Summer School | 100.00 |
| | Mr. Chris Meyers | |
| d. | Health Office | |
| | Elementary – Per School | 50.00 |
| | Ms. Lisa Greiner | |
| | Ms. Mary Kolkhorst | |
| | Ms. Thea Pallos | |
| | Ms. Mi Jung An | |
| | Mr. Jeffrey Kasper | |
| | Mr. James Connolly | |
| | Mr. Chad Snyder | |
| | Secondary – Per School | 100.00 |
| | Ms. Michelle Burget | |
| | Mr. Kevin Bonanno | |
| | Dr. Giovanni Durante | |

MOVED BY:

SECONDED BY:

38. Resolution No.
RESOLVED,

ESTABLISHMENT OF MILEAGE REIMBURSEMENT
that the established IRS business mileage rate be used as the amount upon which mileage reimbursement shall be made to appropriate staff members who use their personal vehicles on official business.

MOVED BY:

SECONDED BY:

39. Resolution No.
WHEREAS,

AUTHORIZATION FOR GRANT APPLICATIONS
the nature of State, Federal, and County grant applications require approval of the Board of Education, and

WHEREAS,

the timeliness of information and deadline requirements are not necessarily coordinated with meetings of the Board of Education, therefore be it

RESOLVED,

that this resolution authorizes the Superintendent of Schools to apply for any and all funding which, in his judgment, is appropriate for the Syosset Central School District, and be it further

RESOLVED,

that the Superintendent report such application for funding to the Board of Education at the next regular meeting.

MOVED BY:

SECONDED BY:

40. Resolution No.
WHEREAS,

AUTHORIZATION OF SIGNATORIES FOR THE DISTRICT
the Board of Education and its agents may require a signature or counter-signature of the Deputy Superintendent of Schools and Assistant Superintendent for Business, therefore be it

RESOLVED,

that the Deputy Superintendent of Schools, Adele Bovard and Assistant Superintendent for Business, Dr. Patricia Rufo, are hereby authorized and designated by the Board of Education to sign or countersign such documents.

MOVED BY:

SECONDED BY:

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41. Resolution No. **APPOINTMENT OF ATTORNEY, 2018-2019**
RESOLVED, that the law office of Ingerman Smith L.L.P. be appointed to provide services as School District counsel for the Syosset Central School District, Syosset, New York, effective July 1, 2018 through June 30, 2019, to serve at the pleasure of the Board of Education, which service shall include legal advice and counsel for all regular School District legal matters and for any required litigation, as determined by the Board of Education.

MOVED BY: **SECONDED BY:**

42. Resolution No. **APPOINTMENT OF BOND COUNSEL, 2018-2019**
RESOLVED, that the law office of Orrick, Herrington & Sutcliffe L.L.P. be appointed to serve as Bond Counsel for the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019.

MOVED BY: **SECONDED BY:**

43. Resolution No. **APPOINTMENT OF FISCAL ADVISORS, 2018-2019**
RESOLVED, that the firm of Munistat Services Inc., be appointed to serve as fiscal advisors for the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019.

MOVED BY: **SECONDED BY:**

44. Resolution No. **APPOINTMENT OF DISTRICT ARCHITECT, 2018-2019**
RESOLVED, that the firm of H2M Architects, Engineers, Land Surveying and Landscape Architecture, D.P.C., d/b/a H2M Architects + Engineers, be appointed to serve as District Architect for the Syosset Central School District, Syosset, New York, and effective July 1, 2018 through June 30, 2019.