

Center Moriches Union Free School District

BOARD OF EDUCATION

Marcus Babzien
Danielle Dench
Thomas Kelly
George Maxwell
Robyn Rayburn

District Clerk
Diane M. Smith
Treasurer

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Dr. Ronald M. Masera
Superintendent of Schools
Raina Ingoglia
*Assistant Superintendent for Curriculum,
Instruction, Data Coordination and
Buildings and Grounds*
Ricardo Soto
*Assistant Superintendent for Student Services,
Personnel and Instructional Technology*
Keri Loughlin
Assistant Superintendent for Business

REORGANIZATION MEETING CENTER MORICHES BOARD OF EDUCATION July 1, 2020

AGENDA

1. **Call to Order:** Temporary Chairperson (District Clerk)
2. **Pledge of Allegiance**
3. **Administration of Oath (Informational Item)**
 - A. Newly elected Trustees, Danielle Dench and Robyn Rayburn, shall be sworn in and sign the constitutional oath of office.
 - B. Administration of Oath to Superintendent, Dr. Ronald M. Masera
 - C. **Nomination of President of the Board of Education (Informational Item)**

The Assistant Superintendent for Business will make a solicitation for nominations for the office of President of the Board of Education. A vote will be taken until a majority is reached for one nominee.

Election of President of the Board of Education
BE IT RESOLVED, having been elected by a majority of the Board of Education, _____ is hereby declared President of the Board of Education of the Center Moriches Union Free School District for the 2020-2021 school year.

Following the election, the constitutional oath of office shall be administered and will be signed by the newly-elected President of the Board of Education.
 - D. **Nomination of Vice President of the Board of Education (Informational Item)**

The President of the Board of Education will make a solicitation for nominations for the office of Vice President of the Board of Education. A vote will be taken until a majority is reached for one nominee.

Election of Vice President of the Board of Education

BE IT RESOLVED, having been elected by a majority of the Board of Education, _____ is hereby declared Vice President of the Board of Education of the Center Moriches Union Free School District for the 2020-2021 school year; and

BE IT FURTHER RESOLVED, that in the absence of the President of the Board of Education or his/her inability to act, the Vice President of the Board of Education will act as President and be authorized to assume all of the responsibilities and perform all of the duties of the President of the Board of Education as provided by law.

Following the election, the constitutional oath of office shall be administered and will be signed by the newly-elected Vice President of the Board of Education..

4. **Consent Agenda Vote**

BE IT RESOLVED: A motion to approve the consent agenda. Asterisked (*) agenda items are consent agenda items. Consent agenda items are approved via a single vote unless they are removed from being a consent item prior to the vote.

Our adopted rules of Parliament Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

5. ***Appointment of Officers**

A. **District Clerk**

BE IT RESOLVED, the Board of Education appoints Jeannine Barr as District Clerk for the 2020-2021 school year.

B. **Deputy District Clerk**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints Keri Loughlin as District Clerk Pro Tem, effective immediately, and authorizes said individual to fulfill the duties and obligations of the District Clerk when the Board appointed District Clerk is absent or unable to perform said duties for the 2020-2021 school year.

C. **District Treasurer**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, Diane Smith be appointed District Treasurer and the custodian of all monies belonging to the district from whatever source derived, during the 2020-2021 school year; and

BE IT FURTHER RESOLVED, that the District Treasurer be paid at a stipend of \$8,246.70; and

D. **Deputy Treasurer**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, Leslie Murray be appointed Deputy Treasurer for the 2020-2021 school year, to assist the Treasurer and to serve in the absence of the Treasurer, at a stipend of \$2,425.56.

Following the appointments, the constitutional oaths of office shall be administered and will be signed by the District Clerk.

6. ***Appointment of Audit Committee**

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the following members are appointed to the District's 2020-2021 Audit Committee:

Marcus Babzien
Danielle Dench
Thomas Kelly
George Maxwell
Robyn Rayburn

7. ***Appointment of School Attorneys & Auditors**

A. **Independent Internal Claims Auditor**

BE IT RESOLVED, the Board of Education hereby appoints Cerini and Associates as the Claims Auditor for the 2020-2021 school year and authorizes the Board of Education President to sign and execute an Agreement with Cerini and Associates and the District, setting forth the terms and conditions for providing such services to the District, effective July 1, 2020, and said Agreement will be incorporated by reference within the minutes of the meeting.

B. **External Auditor**

BE IT RESOLVED, the Board of Education hereby appoints Cullen & Danowski, LLP as the External Auditor for the 2020-2021 school year and authorizes the Board of Education President to sign and execute an Agreement with Cullen & Danowski, LLP and the District setting forth the terms and conditions for providing such services to the District, effective July 1, 2020 and said Agreement will be incorporated by reference within the minutes of the meeting.

C. **Internal Auditor**

BE IT RESOLVED, the Board of Education hereby appoints R.S. Abrams as the Internal Auditor for the 2020-2021 school year and authorizes the Board of Education President to sign and execute an Agreement with R.S. Abrams and the District, setting forth the terms and conditions for providing such services to the District, effective July 1, 2020 through June 30, 2021, and said Agreement will be incorporated by reference within the minutes of the meeting.

D. **Bonding Counsel**

BE IT RESOLVED, the Board of Education hereby appoints Hawkins, Delafield & Wood, LLP, 28 Liberty Street, New York, New York 10005, to serve as bonding

counsel to represent the district for the purchase of the district's bonds and tax anticipation notes for fiscal 2020-2021.

E. **General and Labor Counsel**

BE IT RESOLVED, the Board of Education hereby appoints Guercio and Guercio, LLP as the General and Labor Counsel for the 2020-2021 school year and authorizes the Board of Education President to sign and execute a Letter of Engagement with Guercio and Guercio, LLP and the District, setting forth the terms and conditions for providing such services to the District, effective July 1, 2020 through June 30, 2021, and said Letter of Engagement will be incorporated by reference within the minutes of the meeting.

8. ***Other Annual Appointments**

A. **School Physician**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, Dr. Mahendra Shah be appointed to serve as School Medical Officer for the Center Moriches School District during the 2020-2021 school year.

B. **Worker's Compensation**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the New York State Municipal Workers' Compensation Alliance as the District's Worker's Compensation carrier for the 2020-2021 school year.

C. **Student Accident Insurance**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves Pupil Benefits Plan, Inc. as the insurance company for Student Accident Insurance for the 2020-2021 school year.

D. **Chief Election Inspector/Registry Board**

- i. **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, Leslie Murray be and is hereby appointed as Chief Election Inspector for the Center Moriches School District for the school year 2020-2021.
- ii. **RE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the following be appointed: Jeannine Barr, Marylou Lemmen, Judy Martins and Leslie Murray to the Board of Registration for the Center Moriches School District for the school year 2020-2021.

E. **Title IX and Section 504 Coordinator, Policy Against Harassment Compliance Officer**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, Ricardo Soto, Assistant Superintendent for Student Services, Personnel and Instructional Technology, be appointed as Title IX and Section 504 Coordinator and the Policy Against Harassment Compliance Officer for the Center Moriches School District for the 2020-2021 school year.

- F. **Asbestos/Safety Compliance Officer**
BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, William Thompson be appointed as Asbestos/Safety Compliance Officer for the Center Moriches School District for the 2020-2021 school year.
- G. **Records Management Officer**
BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, Assistant Superintendent for Business, Keri Loughlin, is designated as Records Management Officer for the 2020-2021 school year.
- H. **McKinney-Vento Homeless Liaison**
BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education appoints Courtney Fabian as liaison for the 2020-2021 school year.
- I. **Enrollment/Registration Officer**
BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education appoints Leslie Murray as Enrollment/Registration Officer for the 2020-2021 school year.
- J. **Residency Officer**
BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education appoints Ricardo Soto as Residency Officer for the 2020-2021 school year.
- K. **Appointment of Architect**
BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education appoints _____ for the 2020-2021 school year.
- L. **School Purchasing Agent**
BE IT RESOLVED, that as per Board Policy #5420, the Assistant Superintendent for Business, Keri Loughlin, is hereby appointed School Purchasing Agent for the 2020-2021 school year, and that she be authorized to purchase supplies and equipment and services as provided for in the budget.
- M. **Appointment of Deputy Purchasing Agent**
BE IT RESOLVED, the Board of Education hereby appoints the Superintendent of Schools, Dr. Ronald Masera, as the Deputy Purchasing Agent.
- N. **Appoint Receivers of Bids**
BE IT RESOLVED, the Board of Education hereby appoints Keri Loughlin, Purchasing Agent and Dr. Ronald Masera, Deputy Purchasing Agent, as the Receiver of Bids.
- O. **Appointment of Fiscal Advisor**
BE IT RESOLVED, the Board of Education hereby appoints Capital Markets as the Fiscal Advisor for the 2020-2021 school year.

- P. **Dignity Act Coordinator**
BE IT RESOLVED, the Board of Education hereby appoints Jeremy Thode as the Dignity Act Coordinator for the 2020-2021 school year.
- Q. **Medicaid Compliance Officer**
BE IT RESOLVED, the Board of Education hereby appoints Keri Loughlin as the Medicaid Compliance Officer for the 2020-2021 school year.
- R. **Title VI and Title VII Compliance Officer**
BE IT RESOLVED, the Board of Education hereby appoints Ricardo Soto as the Title VI and Title VII Compliance Officer for the 2020-2021 school year.
- S. **Supervisor of the Record of Attendance**
BE IT RESOLVED, the Board of Education hereby appoints Raina Ingoglia as the Supervisor of the Record of Attendance for the 2020-2021 school year.

9. ***CSE & CPSE Appointments**

A. **Committee on Special Education**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the individuals on the following list are hereby appointed as members of the Center Moriches Committee on Special Education for the 2020-2021 school year:

Chairperson: Ricardo Soto, Assistant Superintendent for Student Services, Personnel and Instructional Technology

Alternate Chairpersons: Katharine Cunningham, Marianne Minarik, Marissa Morris, Erin Pruden, Sherri Thomas and Lynda Trujillo.

Parent Member: Chris Tetjen

A **representative** of Handicapped Children's Program, County of Suffolk, as designated on a rotating basis. And, as required, the **professional** who participated in the evaluation of each child who is being considered for services.

Teachers: All New York State licensed teachers employed by Center Moriches School District are appointed to participate as necessary on the Committee on Special Education.

Guidance Counselors: Lisa Hession, Henry Mack, Pilar Marino, Glenn Pepe

Speech/Language Therapists: Amanda Davidson, Marianne Minarik

School Nurses: Sefika DiMaggio, Miranda Pallas, Geraldine Plechner, Christine Schmutzler

School Psychologists: Katharine Cunningham and Lynda Trujillo

Social Worker: Courtney Fabian

B. **Committee on Preschool Special Education**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the individuals on the following list are hereby appointed as members of the Center Moriches Committee on Preschool Special Education for the 2020-2021 school year:

Chairperson: Ricardo Soto, Assistant Superintendent for Student Services, Personnel and Instructional Technology

Alternate Chairpersons: Katharine Cunningham, Marianne Minarik, Erin Pruden, Sherri Thomas and Lynda Trujillo

Parent Member: Chris Tetjen

A **representative** of Handicapped Children's Program, County of Suffolk, as designated on a rotating basis. And, as required, the **professional** who participated in the evaluation of each child who is being considered for services.

C. **Surrogate Parent: Committee on Special Education**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education appoints the following as Committee on Special Education "Surrogate Parent" for the 2020-2021 school year: Sarah Baldock

D. **Hearing Officers – Committee on Special Education and Committee on Preschool Special Education**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the list of state-approved Impartial Hearing Officers for matters related to the Center Moriches Committee on Special Education and the Committee on Preschool Special Education for the 2020-2021 school year, be obtained from the revolving list located on The New York State Education Department website.

10. ***Bonding of District Personnel**

A. **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, for the 2020-2021 school year, the Superintendent, the Assistant Superintendent for Business and Treasurer be each bonded for \$1,000,000; the District Clerk be bonded for \$250,000 and the Deputy Treasurer be bonded for \$100,000.

11. ***Designations**

A. **Official Bank Depositories – All Funds**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the following banks be and are hereby designated as the official depositories for funds to be received and disbursed by the Center Moriches School District during the 2020-2021 school year:

JP Morgan Chase Bank
First National Bank
Empire National Bank

B. **Official Newspapers**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, that any of the following newspapers may be used officially at any time it appears to the advantage of the District to do so during the 2020-2021 school year:

Long Island Advance
Long Island Business News
South Shore Press

12. ***Establish Day, Time & Place for Regular Board of Education Meetings**

A. **BE IT RESOLVED**, the Board of Education establishes the Board of Education meetings to be held on Wednesdays beginning at 7 pm in the District Office Conference Room unless otherwise noted and posted on the District website as the day, date, time, and place for regular meetings of the Board of Education; and the Board of Education approves the following meeting dates for the 2020-2021 school year.

August 26, 2020	February 10, 2021
September 16, 2020	March 3, 2021
October 7, 2020	March 17, 2021
October 28, 2020	April 14, 2021
November 18, 2020	May 5, 2021
December 16, 2020	May 19, 2021
January 13, 2021	June 16, 2021
January 27, 2021	

13. ***Authorizations**

A. **Chief School Officers to Certify Payroll**

BE IT RESOLVED, that the Superintendent of Schools and the Assistant Superintendent for Business be authorized to certify all payrolls prepared for the Center Moriches School District for the 2020-2021 school year.

B. **Petty Cash Funds**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, pursuant to Section 170.3 of the Commissioner of Education's Regulations, petty cash funds (\$100 each) be established for the offices in the District as follows:

Dennis Ricci	Elementary School Principal
Melissa Reggio	Middle School Principal
Edward Casswell	High School Principal

Ricardo Soto	Assistant Superintendent for Student Services, Personnel and Instructional Technology
Irene Navas	Reservation Community Liaison
Jeremy Thode	Associate Principal/Director of Health, Physical Education, Business, Fine/Applied Arts and Athletics
Terri Schill	Whitson's Culinary Group (\$400)

Petty cash supervisors are responsible for their funds and are required to submit proper accounting records for expenditures from such funds.

C. **Designation of Authorized Signatures on Checks**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the District Treasurer will be authorized to sign all checks or drafts for salaries of teachers and for all officers or other employees of this school district and for payment of bills, expenses, obligations and liabilities and also such documents, papers, agreements, writings and other instruments in writing as are authorized by the Board of Education or required by law to be executed, and in the absence or inability of the District Treasurer, as determined by the superintendent, to sign such checks or drafts and such documents, papers, agreements, writings, and other instruments requiring her signature, the Deputy Treasurer be authorized to sign in her place.

D. **Chief School Officer Authorized to Approve Budget Transfers**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Superintendent be authorized to approve budget transfers up to and including \$10,000 during the time between official Board of Education meetings, such transfers to be reported to the Board at each meeting as per Board policy #5330.

E. **Authorization of District Credit Cards**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby authorizes the following users of the District Credit Cards in accordance with Board Policy #5455, for the 2020-2021 school year:

Lowes: Jose Paltan, William Thompson

Valero: Shane Farina, Joseph Martins, Robert Mellina, Jose Paltan, Robert Schultz, William Thompson, Joseph Townsend

Sams Club: Amie Fedak, Irene Navas, Diane Smith

F. **Authorization to Invest School District Funds**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Assistant Superintendent for Business and the Treasurer, after consultation with the Superintendent of Schools, are authorized to invest school district funds during the 2020-2021 school year as per the investment policy #5220.

G. **Mileage Reimbursement Rate**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the mileage reimbursement rate in accordance with the current IRS rate.

14. ***Food Service Program**

A. **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the following meal prices for the 2020-2021 academic year:

Breakfast:	Elementary	\$1.50
	Secondary	\$2.00
	Adult	\$2.50
Lunch:	Elementary	\$2.85
	Secondary	\$3.15
	Adult	\$4.50

B. **Applications for Federal and State Grants**

BE IT RESOLVED, that the Center Moriches Board of Education authorizes the Superintendent of Schools to file the applications with the Education Department of the State of New York for funding available (including, but not limited to) Title I & II Consolidated, Handicapped Consolidated, Indian and other miscellaneous grant sources.

C. **Authorization to Take Part in the National School Lunch Program (Annual Renewal)**

In order to participate in the National School Lunch Program, the President of the Board of Education must attest to agreement with the conditions in accordance with the provisions of Section 210.13(e) of the National School Breakfast and Lunch Program Regulations.

i. **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the President of the Board of Education be authorized to sign the above-named agreements so the district may offer its regular school breakfast and lunch program, and authorize the “Offer vs. Serve” provision of the National School Lunch Program to Grades K-12, for the 2020-2021 school year.

ii. **Free and Reduced-Price Meal Policy**

School districts participating in the National School Lunch/Breakfast Program must annually adopt a policy statement for Free and Reduced Price Meals, requiring nationwide uniformity in the implementation and administration of the lunch and breakfast programs.

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the Free and Reduced Meals Policy Statement as forwarded from The State Education Department, for the 2020-2021 school year.

15. ***Re-adoption of Existing Policies**

BE IT RESOLVED, that the Center Moriches Board of Education approves and extends the existing policies, regulations, rules, by-laws, and directives in force during the 2019-2020 school year for the 2020-2021 school year.

BE IT RESOLVED, that the Center Moriches Board of Education approves and reaffirms the District Investment Policy in force during the 2019-2020 school year for the 2020-2021 school year.

BE IT RESOLVED, that the Center Moriches Board of Education approves and reaffirms the District Purchasing Policy in force during the 2019-2020 school year for the 2020-2021 school year.

16. ***School Employees' and Officers' Indemnification Pursuant to Public Officers Law 18:**

BE IT RESOLVED, the Board of Education approves the requests for defense and indemnification submitted by a District officer and employee in connection with the court action commenced by the Notice of Claim listed on the confidential filings maintained by the District Clerk, and any attendant action related to same; and the benefits and protections of Section 18 of the New York State Public Officer's Law and Section 3811, 3028 and 3023 of the New York State Education Law, as applicable, and any other applicable section of the Education Law, are hereby conferred upon the aforementioned persons; and

IT IS FURTHER RESOLVED, that the District shall, accordingly, indemnify and save harmless such persons, for any costs, attorneys' fees, judgments, damages, settlements, fines or penalties, provided that such acts of omissions from which the judgment or claim (etc.) arose or occurred while such persons were acting within the scope of their public employment or duties, and provided further than in the case of a settlement, the duty to indemnify and save harmless shall be conditioned upon the approval of the amount of any such settlement by the Board of Education; and no Certificate of Good Faith or merit shall be required; and

IT IS FURTHER RESOLVED, that District counsel, Guercio & Guercio, LLP, is appointed to provide the aforementioned defense unless and until other counsel is appointed by the District's insurance carrier.

17. ***Comptroller's Regulation 315.4 – Elected and Appointed Officials**

BE IT RESOLVED, upon the recommendation of the Superintendent of schools, the Center Moriches Union Free School District hereby establishes the following standard workdays for elected and appointed officials and will report the following days worked to the New York State and local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Title/Name	Standard Workday (Hrs/Day)	Term Begins/Ends	Participates in Employer's Timekeeping System (Y/N)
District Clerk Jeannine Barr	7	07/01/20-06/30/21	Y
District Treasurer Diane Smith	7	07/01/20-06/30/21	Y
Deputy District Treasurer Leslie Murray	7	07/01/20-06/30/21	Y

18. ***Standard Work Day – Security Officer**

BE IT RESOLVED, that the Center Moriches Union Free School District hereby establishes the following as “standard work days” for its employees in the below delineated positions and will report days worked to the New York State and Local Employees’ Retirement System based on the time-keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Job Title	Standard Work Day (hours per day)
Security Officer	7

19. ***Terms and Conditions of Employment - Security Officer (Exhibit #1A)**

BE IT RESOLVED, that the Board of Education hereby adopts the Terms and Conditions of Employment for all Security Officers employed by the Center Moriches Union Free School District, as per the attached.

20. **District Insurance**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the policy agreement Utica National for the 2020-2021 school year.

21. Adjournment:

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education adjourns the Reorganization Meeting and commences the agenda for the regular July 1, 2020 Board of Education meeting.