

# Center Moriches Union Free School District

## BOARD OF EDUCATION

Joshua P. Foster  
Darrell L. Iehle  
Danielle Dench  
Thomas Hogan  
Robyn Rayburn

Patricia A. Galietta  
*District Clerk*  
Diane M. Smith  
*Treasurer*

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Russell J. Stewart  
*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*  
Carol M. Perkins CPA  
*Business Official*

## BOARD OF EDUCATION REORGANIZATION MEETING

CENTER MORICHES, NY  
JULY 11, 2017

The Board of Education, Center Moriches Union Free School District, held the Reorganization Meeting in the Board Room on Tuesday, July 11, 2017 at 7:30 p.m. Those present were Board Members Joshua P. Foster, Thomas Hogan, Darrell L. Iehle, Robyn Rayburn and Board Member elect Danielle Dench; Superintendent Russell J. Stewart, Business Official Carol M. Perkins, District Treasurer Diane M. Smith and District Clerk Patricia A. Galietta.

Temporary Chairperson Patricia A. Galietta called the Reorganization Meeting to order at 7:30 p.m. with the Pledge of Allegiance. There were 20 visitors present.

### 1. Administration of Oath/Election of Officers

#### A. Administration of Oath to Newly-Elected Board Members: District Clerk

The Constitutional Oath of Office was signed by Mrs. Dench, after which she officially began her new term as member of the Board of Education.

#### B. Election of President of the Board of Education

On motion by Mr. Iehle, seconded by Mrs. Rayburn and carried 4-0 (Mr. Foster abstained), Mr. Foster was elected to the office of President of the Board of Education.

#### President of the Board of Education, Announcement, District Clerk

Having been elected by a majority of the Board of Education, Joshua P. Foster is hereby declared President of the Center Moriches Board of Education for the official year 2017-2018. The Constitutional Oath was signed by Mr. Foster and he assumed the chair.

#### C. Election of Vice President of the Board of Education

On motion by Mrs. Rayburn, seconded by Mr. Hogan and carried 4-0 (Mr. Iehle abstained), Mr. Iehle was elected to the office of Vice President of the Board of Education.

#### Vice President of the Board of Education, Announcement, President, Board of Education

Having been elected by a majority of the Board of Education, Darrell L. Iehle is hereby declared Vice President of the Center Moriches Board of Education for the official year 2017-2018; and

“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; and

Mr. Iehle signed the Constitutional Oath of Office and assumed the office of Vice President.

2. **Appointment of Officers**

A. **District Clerk**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint Patricia A. Galiotta as District Clerk for the 2017-2018 school year at a stipend of \$7,284. Mrs. Galiotta signed the constitutional Oath of Office.

B. **Deputy District Clerk**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the appointment of Judith Ponticello as Deputy District Clerk to serve in the absence of the District Clerk for the 2017-2018 school year.

C. **District Treasurer**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the appointment of Diane Smith as Treasurer and the custodian of all monies belonging to the district from whatever source derived, during the 2017-2018 school year; and at a stipend of \$7,926. Ms. Smith signed the Oath of Office.

D. **Deputy Treasurer**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the appointment of Leslie Murray as Deputy Treasurer for the 2017-2018 school year, to assist the Treasurer and to serve in the absence of the Treasurer, at a stipend of \$2,332.

E. **Appointment of Audit Committee Member and Oath of Office**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint the following members to the District's 2017-2018 Audit Committee:

Joshua P. Foster  
Darrell L. lehle  
Danielle Dench  
Thomas Hogan  
Robyn Rayburn

BE IT FURTHER RESOLVED, that the members of the Audit Committee signs the constitutional Oath of Office.

3. **Other Annual Appointments**

A. **School Attorney**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint the firm of Guercio & Guercio, LLP as attorneys to the Board of Education for the school year 2017-2018; and

B. **School Physician**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint Dr. Mahendra Shah as School Medical Officer for Center Moriches School District during the 2017-2018 school year.

C. **New York Schools Insurance Reciprocal**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Iehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the renewal agreement for the New York Schools Insurance Reciprocal (NYSIR) for the 2017-2018 school year.

D. **Worker's Compensation**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Iehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the New York State Municipal Workers' Compensation Alliance as the District's Worker's Compensation carrier for the 2017-2018 school year.

E. **Student Accident Insurance**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Iehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve Pupil Benefits Plan, Inc., as the insurance company for Student Accident Insurance for the 2017-2018 school year.

F. **Independent Internal Claims Auditor**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Iehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to authorize the continuation of the Board of Education's Independent Internal Claims Auditor James Ryan for the 2017-2018 school year and authorizes the payment of monthly bills as soon as audited by the Internal Claims Auditor and found to be correct; such payments to be formalized by Board of Education approval of the related warrants presented each month.

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

- i. Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Iehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint Judith Ponticello as Chief Election Inspector and member of the Registry Board for the Center Moriches School District for the school year 2017-2018.
- ii. Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Iehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the appointment of Leslie Murray as a member of the Registry Board for the Center Moriches School District for the school year 2017-2018.

H. **Committee on Special Education**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Iehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the appointment of the individuals on the following list as members of the Center Moriches Committee on Special Education for the 2017-2018 school year:

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

**Alternate Chairpersons:** Marianne Minarik, Katharine Dapolito, Michael Gordon, Marissa Morris, Lynda Trujillo and Jennifer Weintraub

**Parent Members:** Claire Endres and Jamie Sarubbi

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 Dapolito, Lynda Trujillo and Jennifer Weintraub

**Social Worker:** Courtney Fabian

I. **Committee on Preschool Special Education**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the appointment of the individuals on the following list as members of the Center Moriches Committee on Preschool Special Education for the 2017-2018 school year:

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

**Alternate Chairpersons:** Marianne Minarik, Katharine Dapolito, Lynda Trujillo, Michael Gordon and Jennifer Weintraub

**Parent Member:** Claire Endres

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.

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

Special education regulations allow districts to appoint surrogate parents to represent children whose parents are unwilling or unable to represent them in Committee on Special Education matters.

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint the following as Committee on Special Education "Surrogate Parent" for the 2017-2018 school year: Claire Endres.

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve 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 2017-2018 school year, be obtained from the revolving list located on The New York State Education Department website.

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the appointment of Ricardo Soto, Assistant Superintendent for Student Services, Personnel and Instructional Technology, as Title IX and Section 504 Coordinator and the Policy Against Harassment Compliance Officer for the Center Moriches School District for the 2017-2018 school year.

M. **Asbestos/Safety Compliance Officer**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the appointment of Gary Crowell as Asbestos/Safety Compliance Officer for the Center Moriches School District for the 2017-2018 school year at a stipend of \$15,000.

N. **Records Management Officer**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the appointment of School Business Official Carol Perkins as Records Management Officer for the 2017-2018 school year.

O. **Bonding Counsel**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the appointment of 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 2017-2018.

P. **McKinney-Vento Homeless Liaison(s)**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint Ricardo Soto and Courtney Fabian as liaisons for the 2017-2018 school year.

Q. **Enrollment/Registration Officer**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint Leslie Murray as Enrollment/Registration Officer for the 2017-2018 school year.

R. **Residency Officer**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint Ricardo Soto as Residency Officer for the 2017-2018 school year.

4. **Bonding of District Personnel**

A. Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve for the 2017-2018 school year, the Superintendent, the School Business Official, Treasurer, and the Deputy Treasurer be each bonded for \$1,000,000; and, in addition,

- B. Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve a blanket position bond for all other employees be issued for the school year 2017-2018. Such bond to provide coverage in the amount of \$100,000 for all employees, some of whom will handle district funds during the school year 2017-2018.

5. **Designations**

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve 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 school year 2017-2018:

JP Morgan Chase Bank  
First National Bank

Capital One Bank  
Empire National Bank

B. **Official Newspapers**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the following newspapers may be used officially at any time it appears to the advantage of the district to do so:

Long Island Advance  
Long Island Business News

Newsday  
South Shore Press

6. **Authorizations**

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve that the Superintendent of Schools and the School Business Official be authorized to certify all payrolls prepared for the Center Moriches School District for the 2017-2018 school year.

B. **School Purchasing Agent**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve that as per Board Policy #5420, the Business Official, Carol Perkins, is hereby appointed school purchasing agent for the school year 2017-2018, and that she be authorized to purchase supplies and equipment and services as provided for in the budget. In the event the Business Official is absent, the Superintendent of Schools acts as an alternate Purchasing Agent.

B. **Petty Cash Funds**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve that, according to Section 170.3 of the Commissioner's Regulations, petty cash funds (\$100 each) be established for the offices in the district as follows:

Kim Hardwick  
Melissa Reggio

Elementary School Principal  
Middle School Principal

Edward Casswell	High School Principal
Ricardo Soto	Asst. Superintendent for Student Services, Personnel and Instructional Technology
Irene Navas	Reservation Community Liaison
Patricia Galietta	District Clerk
Judith Ponticello	Business Office
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.

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve that the District Treasurer 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.

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve that the Superintendent be authorized to approve budget transfers up to and including \$15,000 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.

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve that the School Business Official and the Treasurer, after consultation with the Superintendent of Schools, are authorized to invest school district funds during the 2017-2018 school year as per the investment policy #5220.

**G. Mileage Reimbursement Rate**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the mileage reimbursement rate in accordance with the current IRS rate.

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

i. Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve that 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 2017-2018 school year.

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to adopt the Free and Reduced Meals Policy Statement as forwarded from The State Education Department, for the 2017-2018 school year.

I. **Food Service Program**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve the following meal prices for the 2017-2018 academic year:

Breakfast:	Elementary	\$1.25
	Secondary	\$1.75
	Adult	\$2.50
Lunch:	Elementary	\$2.50
	Secondary	\$2.75
	Adult	\$4.00

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

On motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to authorize 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.

K. **Contracts**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to authorize the President of the Board or, in the absence of the President, the Vice President shall be the only person authorized to sign a contract on behalf of the school district.

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve and extend the existing policies, regulations, rules, by-laws, and directives in force during the 2016-2017 school year for the 2017-2018 school year.

8. **School Employees' and Officers' Indemnification Pursuant to Public Officers Law 18: (Exhibit #1)**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve 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.

**9. Comptroller’s Regulation 315.4 – Elected and Appointed Officials**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to establish 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 Patricia Galietta	7	07/01/17-06/30/18	Y
District Treasurer Diane Smith	7	07/01/17-06/30/18	Y
Deputy District Treasurer Leslie Murray	7	07/01/17-06/30/18	Y

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to establish 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

**11. Terms and Conditions of Employment – Security Officer**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to adopt the Terms and Conditions of Employment for all Security Officers employed by the Center Moriches Union Free School District, as per the attached.

**12. Proceed to Regular Meeting**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to adjourn the Reorganization Meeting and commence the agenda for the regular July 11, 2017 Board of Education meeting.