

# *Center Moriches Union Free School District*

## **BOARD OF EDUCATION**

Daniel Finnegan  
Thomas R. Hogan  
Heather Schaub-Magill  
Wendy R. Turkington  
Kristen Turnow-Heintz, Ed. D

**Patricia A. Galietta**  
*District Clerk*

529 Main Street  
Center Moriches, New York 11934  
(631) 878-0052  
FAX (631) 878-4326

[www.cmschools.org](http://www.cmschools.org)

**Russell J. Stewart**  
*Superintendent of Schools*

**Lynda G. Adams**  
*Deputy Superintendent*

**Carol M. Perkins, CPA**  
*Business Official*

**Diane M. Smith**  
*Treasurer*

## **REORGANIZATION MEETING BOARD OF EDUCATION**

**CENTER MORICHES, NY  
JULY 10, 2013**

The Board of Education, Center Moriches Union Free School District, held the Reorganization Meeting in the High School Auditorium on Wednesday, July 10, 2013 at 7:00 p.m. Those present were Board Members Daniel Finnegan, Thomas R. Hogan, Heather Schaub-Magill and Board Members elect Wendy R. Turkington and Kristen Turnow-Heintz; Superintendent Russell J. Stewart, Deputy Superintendent Lynda G. Adams, 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 7:00 p.m. with the Pledge of Allegiance. There were approximately 150 community members 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 newly-elected Board members **Wendy R. Turkington** and **Kristen Turnow-Heintz, Ed. D** after which they officially began their new term as members of the Board of Education, July 1, 2013 through June 30, 2016; and

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

On motion by Mr. Finnegan, seconded by Mr. Hogan and carried 4-0 (Mrs. Turkington abstained), Mrs. Turkington 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, Wendy R. Turkington is hereby declared President of the Center Moriches Board of Education for the official year 2013-2014. The constitutional oath was signed by Mrs. Turkington and she assumed the chair.

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

On motion by Mr. Hogan, seconded by Mrs. Schaub-Magill and carried 4-0 (Mr. Finnegan abstained), Mr. Finnegan was elected Vice President of the Center Moriches Board of Education for the official year 2013-2014; and the following resolution adopted:

“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

Be it further resolved, that the constitutional oath of office be signed by the newly-elected Vice President of the Board of Education after which the Vice President assumes office.”

2. Appointment of Officers

A. District Clerk

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint **Patricia A. Galietta** as District Clerk for the 2013-2014 school year at a stipend of \$6,687. Mrs. Galietta signed the constitutional Oath of Office.

B. Deputy District Clerk

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint **Judith Ponticello** Deputy District Clerk to serve in the absence of the District Clerk for the 2013-2014 school year.

C. District Treasurer

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint **Diane Smith** Treasurer and the custodian of all monies belonging to the district from whatever source derived, during the 2013-2014 school year; at a stipend of \$7,323, Mrs. Smith signed the constitutional Oath of Office.

D. Deputy Treasurer

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint **John Allen** Deputy Treasurer for the 2013-2014 school year, to assist the Treasurer and to serve in the absence of the Treasurer, at a stipend of \$2,153.

E. Independent Internal Claims Auditor

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan 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** and authorize 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.

3. Other Annual Appointments

A. School Attorney

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint the firm of **Lamb & Barnosky, LLP** be and as attorneys to the Board of Education for the school year 2013-2014.

B. School Physician

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan 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 2013-2014 school year.

C. Insurance Agent

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint **New York Schools Insurance Reciprocal (NYSIR)** and **New York State Insurance Fund – 491 Safety Group/Glatfelter Brokerage Services** (Workers' Compensation) as School Insurance Agent and Advisor for the 2013-2014 school year.

D. Chief Election Inspector/Registry Board

i. Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan 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 2013-2014.

- ii. Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint **Kathleen Kleinpeter** as member of the Registry Board for the Center Moriches School District for the school year 2013-2014.

E. **Committee on Special Education**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint individuals on the following list as members of the Center Moriches Committee on Special Education for the 2013-2014 school year:

**Chairperson:** Ricardo Soto, Director of Pupil Services

**Alternate Chairpersons:** Diane Barraud, Lynda Trujillo, Katharine Dapolito; Marissa Morris, Cindy Fiscina, Heather Clare

**Parent Members:** Diane Corey, Claire Endres; 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, Glenn Pepe, Pilar Marino, Elizabeth Bohr

**Speech/Language Therapists:** Diane Barraud, Marianne Minarik, Marietta Veligdan

**School Nurses:** Michele Murray, Miranda Pallas, Christine Schmutzler, Geradine Plackner

**School Psychologists:** Katharine Dapolito; Lynda Trujillo, Heather Clare

**Social Worker:** Courtney Fabian

F. **Committee on Preschool Special Education**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint the individuals on the following list as members of the Center Moriches Committee on Preschool Special Education for the 2013-2014 school year:

**Chairperson:** Ricardo Soto, Director of Pupil Services

**Alternate Chairpersons:** Diane Barraud, Katharine Dapolito, Lynda Trujillo, Heather Clare

**Parent Members:** Diane Corey, 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.

- G. **Surrogate Parent: Committee on Special Education**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint the following as Committee on Special Education "Surrogate Parent" for the 2013-2014 school year: **Claire Endres**.
- H. **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. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint, 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 2013-2014 school year, be obtained from the revolving list located on The New York State Education Department website.
- I. **Title IX and Section 504 Coordinator, Policy Against Harassment Compliance Officer**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint **Ricardo Soto**, Director of Pupil Services, Title IX and Section 504 Coordinator and the Policy Against Harassment Compliance Officer for the Center Moriches School District for the 2013-2014 school year.
- J. **Asbestos/Safety Compliance Officer**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint **Gary Crowell** as Asbestos/Safety Compliance Officer for the Center Moriches School District for the 2013-2014 school year at a stipend of \$15,000.
- K. **Records Management Officer**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint School Business Official **Carol Perkins** as Records Management Officer for the 2013-2014 school year.
- L. **Bonding Counsel**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to appoint **Hawkins, Delafield & Wood, LLP**, One Chase Manhattan Plaza, 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 2013-2014.
4. **Bonding of District Personnel**  
**Superintendent of Schools, School Business Official, Treasurer, Deputy Treasurer, Public School System Employees**
- A. Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted that for the 2013-2014 school year, 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. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted that a blanket position bond for all other employees be issued for the school year 2013-2014. 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 2013-2014.
5. **Designations**
- A. **Official Bank Depositories – All Funds**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted that the following banks be and are hereby

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

designated as the official depositories for funds to be received and disbursed by the Center Moriches School District during the school year 2013-2014:

JP Morgan Chase Bank	Capital One Bank
Suffolk County National Bank	

B. **Official Newspapers**

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

Long Island Advance	Newsday
Long Island Business News	South Shore Press

6. **Authorizations**

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

On motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to approve that the School Business Official and the Superintendent of Schools be authorized to certify all payrolls prepared for the Center Moriches School District for the 2013-2014 school year.

B. **School Purchasing Agent**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to approve that the Business Official, **Carol Perkins**, is hereby appointed school purchasing agent for the school year 2013-2014, 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.

C. **Petty Cash Funds**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted 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:

Lynda Adams	Deputy Superintendent
Kim Hardwick	Elementary School Principal
Melissa Bates	Middle School Principal
Edward Casswell	High School Principal
Ricardo Soto	Director of Pupil Services
Gary Crowell	Maintenance
Thomas Kelly	Custodial Services & Grounds
Jeremy Thode	Director of Health, Physical Education, Business, Fine & Applied Arts and Athletics
Patricia Galiotta	District Clerk
Judith Ponticello	Business Office

Petty cash supervisors are responsible for their funds and are required to submit proper accounting records for expenditures from such funds; and further, that payments from such petty cash funds may be made for materials, supplies, or services only when payment is required upon delivery.

- D. **Designation of Authorized Signatures on Checks**  
RECOMMENDED ACTION: 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.
- E. **Chief School Officer Authorized to Approve Budget Transfers**  
RECOMMENDED ACTION: that upon the recommendation of the Superintendent of Schools, 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 and as per Board policy.
- F. **Authorization to Invest School District Funds**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan 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 2013-2014 school year as per the investment policy.
- G. **Mileage Reimbursement Rate**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan 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)**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to authorize the President of the Board of Education 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 2013-2014 school year.
- ii. **Free and Reduced-Price Meal Policy**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to adopts the Free and Reduced Meals Policy Statement as forwarded from The State Education Department, for the 2013-2014 school year.
- I. **Food Service Program**  
Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to approves the following meal prices for the 2013-2014 academic year:
- |            |            |        |
|------------|------------|--------|
| Breakfast: | Elementary | \$1.25 |
|            | Secondary  | \$1.75 |
| Lunch:     | Elementary | \$2.25 |
|            | Secondary  | \$2.75 |

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan 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. Finnegan, seconded by Mr. Hogan 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. **Adoption of Policy Book**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to adopt the district's policy book.

8. **Proceed to Regular Meeting**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Finnegan, seconded by Mr. Hogan and carried 5-0, the Board of Education voted to adjourn the Reorganization Meeting at 7:20 p.m. and start the agenda for the regular July 10, 2013, Board of Education meeting.