

## Center Moriches Union Free School District

**BOARD OF EDUCATION**  
Joshua P. Foster, President  
Kristen Turnow-Heintz, Ed.D, Vice  
President  
Thomas R. Hogan  
Wendy R. Turkington  
Gary Unger  
Patricia A. Galietta, *District Clerk*

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Russell J. Stewart  
*Superintendent of Schools*

Carol M. Perkins CPA  
*Business Official*

Diane M. Smith  
*Treasurer*

### REORGANIZATION MEETING BOARD OF EDUCATION

CENTER MORICHES, NY  
JULY 2, 2014

The Board of Education, Center Moriches Union Free School District, held the Reorganization Meeting in the Board Room on Wednesday, July 02, 2014 at 7:00 p.m. Those present were Board Members Wendy R. Turkington, Thomas R. Hogan, Kristen Turnow-Heintz and Board Members elect Joshua P. Foster and Gary Unger; Superintendent Russell J. Stewart, District Treasurer Diane M. Smith and District Clerk Patricia A. Galietta

Temporary Chairperson Patricia A. Galietta called the Reorganization Meeting to order at 7:02 p.m. with the Pledge of Allegiance. There were approximately 55 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 Joshua P. Foster and Gary Unger after which they will officially began their new term as members of the Board of Education, July 1, 2014 through June 30, 2017; and

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

On motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015. 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 Mr. Unger, seconded by Mr. Foster and carried 4-0 (Dr. Turnow-Heintz abstained), Dr. Turnow-Heintz was elected Vice President of the Center Moriches Board of Education for the official year 2014-2015; 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

Dr. Turnow-Heintz signed the constitutional oath of office and assumed the office of Vice President.

##### D. Board to Address the Community

Newly elected Board President, Joshua P. Foster, and Vice President Kristen Turnow-Heintz addressed the public, highlighting goals for the upcoming school year.

2. Appointment of Officers

A. District Clerk

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to appoint Patricia A. Galietta as District Clerk for the 2014-2015 school year at a stipend of \$6,821. 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. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to appoint Judith Ponticello be appointed Deputy District Clerk to serve in the absence of the District Clerk for the 2014-2015 school year.

C. District Treasurer

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015 school year be paid at a stipend of \$7,469. Ms. Smith signed the constitutional Oath of Office.

D. Deputy Treasurer

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to appoint John Allen Deputy Treasurer for the 2014-2015 school year, to assist the Treasurer and to serve in the absence of the Treasurer, at a stipend of \$2,196.

E. Appointment of Audit Committee Member and Oath of Office

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to appoint the following members to the District's 2014-2015 Audit Committee:

Joshua P. Foster  
Thomas R. Hogan  
Kristen Turnow-Heintz  
Wendy R. Turkington  
Gary Unger

Following the approval of the resolution, the members of the Audit Committee signed 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. Unger, seconded by Dr. Turnow-Heintz and carried 4-0 (Mrs. Turkington abstained), the Board of Education voted to appoint Lamb & Barnosky, LLP as attorneys to the Board of Education until the September 3<sup>rd</sup> Board meeting.

B. School Physician

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015 school year.

C. **Insurance Agent**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015 school year.

D. **Independent Internal Claims Auditor**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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 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.

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

i. Upon the recommendation of the Superintendent of Schools, and on motion by Mr. seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to appoint Judith Ponticello be appointed as Chief Election Inspector and member of the Registry Board for the Center Moriches School District for the school year 2014-2015.

ii. Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015.

F. **Committee on Special Education**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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 Special Education for the 2014-2015 school year:

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

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

**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:** Diane Barraud, Marianne Minarik

**School Nurses:** Miranda Pallas, Geraldine Plechner, Christine Schmutzler

School Psychologists: Katharine Dapolito, Lynda Trujillo

Social Worker: Courtney Fabian

G. Committee on Preschool Special Education

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015 school year:

Chairperson: Ricardo Soto, Director of Pupil Services

Alternate Chairpersons: Diane Barraud, Katharine Dapolito, Lynda Trujillo

Parent Members: 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.

H. Surrogate Parent: Committee on Special Education

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to appoint the following as Committee on Special Education "Surrogate Parent" for the 2014-2015 school year: **Claire Endres**.

I. 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. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to approve obtaining 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 2014-2015 school year, from the revolving list located on The New York State Education Department website.

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to appoint Ricardo Soto, Director of Pupil Services, be appointed as Title IX and Section 504 Coordinator and the Policy Against Harassment Compliance Officer for the Center Moriches School District for the 2014-2015 school year.

K. Asbestos/Safety Compliance Officer

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015 school year at a stipend of \$15,000.

L. Records Management Officer

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to appoint School Business Official Carol Perkins as Records Management Officer for the 2014-2015 school year.

M. **Bonding Counsel**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted 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 2014-2015.

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. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to approve that for the 2014-2015 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. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015. 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 2014-2015.

5. **Designations**

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to designate the following banks as the official depositories for funds to be received and disbursed by the Center Moriches School District during the school year 2014-2015:

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. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to approve 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. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015 school year.

B. **School Purchasing Agent**

On motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to approve that as per Board Policy #5420, the Business Official, **Carol Perkins**, be appointed

school purchasing agent for the school year 2014-2015, 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. Unger, seconded by Dr. Turnow-Heintz 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	Elementary School Principal
Melissa Bates	Middle School Principal
Edward Casswell	High School Principal
Ricardo Soto	Director of Pupil Services
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**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to approve that 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**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to authorize the Superintendent be 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. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to authorize the School Business Official and the Treasurer, after consultation with the Superintendent of Schools, to invest school district funds during the 2014-2015 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. Unger, seconded by Dr. Turnow-Heintz 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. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015 school year.

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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 2014-2015 school year.

I. **Food Service Program**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to approve the following meal prices for the 2014-2015 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. Unger, seconded by Dr. Turnow-Heintz 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. Unger, seconded by Dr. Turnow-Heintz 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. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to adopt the district's policy book.

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

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz 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	07/01/14-06/30/15	Y
District Treasurer Diane Smith	7	07/01/14-06/30/15	Y
Deputy District Treasurer John Allen	7	07/01/14-06/30/15	Y

9. **Proceed to Regular Meeting**

Upon the recommendation of the Superintendent of Schools, and on motion by Mr. Unger, seconded by Dr. Turnow-Heintz and carried 5-0, the Board of Education voted to adjourn the Reorganization Meeting at 7:52 p.m. and commence the agenda for the regular July 2, 2014, Board of Education meeting.