

Center Moriches Union Free School District

BOARD OF EDUCATION
Joshua P. Foster, *President*
Robyn Rayburn, *Vice President*
Danielle Dench
Darrell L. Iehle
George Maxwell

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, 2018**

The Board of Education, Center Moriches Union Free School District, held the Reorganization Meeting in the Board Room on Wednesday, July 11, 2018 at 7:30 p.m. Those present were Board Members Joshua P. Foster, Danielle Dench, Darrell L. Iehle, Robyn Rayburn and Board Member elect George Maxwell; Superintendent Russell J. Stewart, Assistant Superintendent Raina Ingoglia, Assistant Superintendent Ricardo Soto, 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 4 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 newly-elected Board member George Maxwell after which he officially began his new term as a member of the Board of Education, July 1, 2018 through June 30, 2021; and

B. Election of President of the Board of Education

On motion by Mr. Iehle, seconded by Mrs. Rayburn and carried 5-0, 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 2018-2019. The constitutional oath of office was signed by Mr. Foster and he assumed the chair.

C. Election of Vice President of the Board of Education

On motion by Mr. Iehle, seconded by Mrs. Dench and carried 5-0, Mrs. Rayburn 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, Robyn Rayburn is hereby declared Vice President of the Center Moriches Board of Education for the official year 2018-2019; 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

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. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint Patricia A. Galietta as District Clerk for the 2018-2019 school year at a stipend of \$7,430.

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. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to appoint Jeannine Barr Deputy District Clerk to serve in the absence of the District Clerk for the 2018-2019 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 appoint Diane Smith Treasurer and the custodian of all monies belonging to the district from whatever source derived, during the 2018-2019 school year; at a stipend of \$8,085.

Mrs. Smith signed the constitutional 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 appoint Leslie Murray Deputy Treasurer for the 2018-2019 school year, to assist the Treasurer and to serve in the absence of the Treasurer, at a stipend of \$2,378.

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 2018-2019 Audit Committee:

Joshua P. Foster
Darrell L. lehle
Danielle Dench
George Maxwell
Robyn Rayburn

The members of the Audit Committee signed the constitutional Oath of Office.

3. **Other Annual Appointments**

A. **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 to serve as School Medical Officer for Center Moriches School District during the 2018-2019 school year.

B. **New York Schools Insurance Reciprocal**

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 renewal agreement for the New York Schools Insurance Reciprocal (NYSIR) for the 2018-2019 school year.

C. **Worker's Compensation**

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 New York State Municipal Workers' Compensation Alliance as the District's Worker's Compensation carrier for the 2018-2019 school year.

D. **Student Accident Insurance**

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 Pupil Benefits Plan, Inc., as the insurance company for Student Accident Insurance for the 2018-2019 school year.

E. **Independent Internal Claims Auditor**

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 Cerini & Associates, LLP as the Independent Internal Claims Auditor for the 2018-2019 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.

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

- 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 appoint Jeannine Barr Chief Election Inspector and member of the Registry Board for the Center Moriches School District for the school year 2018-2019.
- ii. 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 Leslie Murray as a member of the Registry Board for the Center Moriches School District for the school year 2018-2019.

G. **Committee on 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 appoint to the individuals on the following list be hereby appointed as members of the Center Moriches Committee on Special Education for the 2018-2019 school year:

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

Alternate Chairpersons: Marianne Minarik, Katharine Cunningham, Michael Gordon, Marissa Morris and Lynda Trujillo.

Parent Members: Kevin Gwinn

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

H. **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 appoint the individuals on the following list be hereby appointed as members of the Center Moriches Committee on Preschool Special Education for the 2018-2019 school year:

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

Alternate Chairpersons: Marianne Minarik, Katharine Cunningham, Lynda Trujillo and Michael Gordon.

Parent Member: Kevin Gwinn

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.

I. **Surrogate Parent: Committee on 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 appoint the following as Committee on Special Education "Surrogate Parent" for the 2018-2019 school year: Kevin Gwinn

J. **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 2018-2019 school year, be obtained from the revolving list located on The New York State Education Department website.

K. **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 appoint 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 2018-2019 school year.

L. **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 appoint William Thompson as

Asbestos/Safety Compliance Officer for the Center Moriches School District for the 2018-2019 school year .

M. **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 appoint School Business Official Carol Perkins is to be designated as Records Management Officer for the 2018-2019 school year.

N. **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 appoint 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 2018-2019.

O. **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 2018-2019 school year.

P. **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 2018-2019 school year.

Q. **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 2018-2019 school year.

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. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve for the 2018-2019 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 2018-2019. 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 2018-2019.

8. **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 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 2018-2019:

JP Morgan Chase Bank

First National 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 resolution:

RESOLVED, 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 school year 2018-2019.

Long Island Advance	Newsday
Long Island Business News	South Shore Press

5. **Authorizations**

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

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 2018-2019 school year.

B. **School Purchasing Agent**

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 2018-2019, 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. lehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve 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 Reggio	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 Galiotta	District Clerk
Regina Bergh	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 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. 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 \$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.

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 the School Business Official and the Treasurer, after consultation with the Superintendent of Schools, are authorized to invest school district funds during the 2018-2019 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 2018-2019 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 2018-2019 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 2018-2019 academic year:

Breakfast:	Elementary	\$1.50
	Secondary	\$2.00
	Adult	\$2.50
Lunch:	Elementary	\$2.75

Secondary	\$3.00
Adult	\$4.50

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

On motion by Mr. Iehle, 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. Iehle, seconded by Mrs. Rayburn and carried 5-0, the Board of Education voted to approve that the Center Moriches Board of Education authorizes 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.

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

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 following resolution:

RESOLVED, that the Center Moriches Board of Education approve and extends the existing policies, regulations, rules, by-laws, and directives in force during the 2017-2018 school year for the 2018-2019 school year.

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

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 following resolutions:

RESOLVED, the Board of Education 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.

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

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 following resolution:

BE IT RESOLVED THAT, 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 Patricia Galietta	7	07/01/18-06/30/19	Y
District Treasurer Diane Smith	7	07/01/18-06/30/19	Y
Deputy District Treasurer Leslie Murray	7	07/01/18-06/30/19	Y

9. **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 approve the following resolution:

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

10. **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 approve the following resolution:

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.

11. **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 adjourns the Reorganization Meeting and commence the agenda for the regular July 11, 2018 Board of Education meeting.