

MINUTES
BOARD OF EDUCATION
Amityville Union Free School District, Amityville, NY 11701
ANNUAL REORGANIZATION MEETING, July 6, 2016

The meeting was called to order by Eileen Becker, District Clerk at 7:32 p.m. The Board of Education, Administration and attendees recited the Pledge of Allegiance.

The floor was open to Community Input regarding Board Agenda Items for the Reorganization Agenda ONLY.

IN ATTENDANCE: Carolyn Dodd
Terry Fulton
Lisa Johnson
Juan Leon
Laura Pawlewicz
Jeannette Santos

ALSO PRESENT: Dr. Mary T. Kelly, Superintendent of Schools
Mary O'Meara, Assistant Superintendent for Curriculum & Instruction
Diane Castonguay, Assistant Superintendent for Finance and Operations
Carole Polney, Assistant Superintendent for Technology and Administrative Services
Gary Steffanetta, Guercio & Guercio, LLP
Oroma Reynolds, Guercio & Guercio, LLP
Eileen Becker, District Clerk

COMMUNITY: 30 members present

OATH OF OFFICE FOR NEWLY ELECTED MEMBERS

The Oath of Office for the newly elected Members of the Board of Education was administered by Gary Steffanetta, Guercio & Guercio, LLP followed with the signing of the Oath of Office Book.

1. Terry Fulton – Term July 1, 2016 – June 30, 2019
2. Laura Pawlewicz – Term July 1, 2016 – June 30, 2019

NOMINATIONS FOR PRESIDENT OF THE BOARD OF EDUCATION

Nominations for President of the Board called for by Mr. Steffanetta.

Trustee Fulton was nominated by Trustee Santos; seconded by Trustee Johnson

As there were no further nominations, Mr. Steffanetta closed the nominations and called for a vote.
Motion Carries: 6 Yes, 0 No, 0 Abstain.

The Oath of Office for the President of the Board of Education was administered to Trustee Fulton by Mr. Steffanetta followed with the signing of the Oath of Office Book.

President Fulton presided for the remainder of the meeting.

NOMINATIONS FOR 1ST VICE PRESIDENT OF THE BOARD OF EDUCATION

Nominations for 1st Vice President of the Board called for by Gary Steffanetta

Trustee Santos was nominated by Trustee Johnson; seconded by Trustee Dodd.

As there were no further nominations, Mr. Steffanetta closed the nominations and called for a vote.
Motion Carries: 6 Yes, 0 No, 0 Abstain.

The Oath of Office for the 1st Vice President of the Board of Education was administered to Trustee Santos by Mr. Steffanetta; followed with the signing of the Oath of Office Book.

NOMINATIONS FOR 2ND VICE PRESIDENT OF THE BOARD OF EDUCATION

Nominations for 2nd Vice President of the Board called for by Mr. Steffanetta

Trustee Dodd was nominated by 1st Vice President Santos; seconded by President Fulton

As there were no further nominations, Mr. Steffanetta closed the nominations and called for a vote.
Motion Carries: 6 Yes, 0 No, 0 Abstain.

The Oath of Office for the 2nd Vice President of the Board of Education was administered to Trustee Dodd by Mr. Steffanetta; followed with the signing of the Oath of Office Book.

APPOINTMENT OF OFFICERS FOR 2016/2017

Motion to approve Agenda Item 4A-1 Appointment of District Clerk, Eileen Becker made by Trustee Johnson; seconded by 2nd Vice President Dodd.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

Mrs. Becker was administered the Oath of Office by Mr. Steffanetta; followed with the signing of the Oath of Office Book.

Motion to approve Agenda Item 4B-1 Appointment of Deputy District Clerk, Diane Castonguay made by Trustee Johnson; seconded by 2nd Vice President Dodd.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

Mrs. Castonguay was administered the Oath of Office by Mr. Steffanetta; followed with the signing of the Oath of Office Book.

Motion to approve Agenda Item 4C-1 Appointment of Claims Auditor, Emkay Consulting, LLC (Michael Kearns) made by Trustee Johnson; seconded by Trustee.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

Mr. Kearns will be administered the Oath of Office by the Deputy District Clerk on Thursday, July 7, 2016.

Motion to approve Agenda Item 4D-1 Appointment of District Treasurer, Valentina Coviello made by Trustee Johnson; seconded by Trustee Leon.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

Ms. Coviello will be administered the Oath of Office by the Deputy District Clerk on Thursday, July 7, 2016.

The Oath of Office was administered to the Superintendent of Schools, Dr. Mary T. Kelly, by Mr. Steffanetta; followed with the signing of the Oath of Office Book.

OTHER APPOINTMENTS

Motion to approve Agenda Items 5A through 5II made by 1st Vice President Santos; seconded by 2nd Vice President Dodd.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

The Board authorizes the President of the Board to sign all agreements and contracts.

- A. School Attorney – General Counsel
- B. School Attorney – Chief Negotiator
- C. Internal District Auditor
- D. District Finance Counsel
- E. Financial Advisor
- F. District Publicist
- G. Unemployment Services
- H. Third Party Administrator
- I. Claims Investigator
- J. Insurance Renewals
- K. Physician to Committee on Special Education
 - 1. School Physician
 - 2. Establish Rates for Physical Examinations
- L. Bid Maintenance
- M. Architectural/Engineering Services
- N. Affordable Care Act Administration and Consulting
- O. 1. School Nutrition Services
- O. 2. School Food Service Consulting
- P. Athletic Trainer Services
- Q. District Sexual Harassment Compliance Officers
- R. Civil Service Hearing Officer
- S. Superintendent’s Hearing Officer
- T. District Emergency Coordinator
- U. District Records Access Officer
- V. District Records Retention & Disposition Officer
- W. Purchasing Agent
- X. Medicaid Compliance Officer
- Y. Homeless Liaison
- Z. Dignity Act Coordinators
- AA. Section 504 Hearing Officer
- BB. Title IX Hearing Officer
- CC. Asbestos Compliance Officer
- DD. Coordinator of Hazardous Materials
- EE. Health & Safety Officer
- FF. Fire Inspector
- GG. Impartial Hearing Officers – Establishment of List
- HH. Board of Registration
- II. District Mileage Rate

DESIGNATIONS

Motion to approve Agenda Items 6A through 6C made by Trustee Johnson; seconded by 2nd Vice President Dodd.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

- A. Official Bank Depositories
- B. Official Newspapers
- C. Authorized Signatories on Checks

AUTHORIZATIONS

Motion to approve Agenda Items 7A through 7H made by Trustee Johnson; seconded by 2nd Vice President Dodd.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

The Board authorizes the President of the Board to sign all agreements and contracts.

- A. Bind Insurance Coverage
- B. Bond Registration
- C. Certification of Payroll
- D. Fiscal Officer for Social Security Reports
- E. Invest District Funds
- F. Opening of Bids
- G. Petty Cash Funds
- H. Bidding Services

BONDING OF PERSONNEL

Motion to approve Agenda Item 8 Bonding of Personnel made by Trustee Johnson; seconded by 1st Vice President Santos.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

The Board authorizes the President of the Board to sign all agreements and contracts.

- A. School District Treasurer
- B. Assistant Superintendent for Finance and Operations
- C. Claims Auditor
- D. Superintendent of Schools
- E. All other personnel covered by a blanket bond

SPECIAL EDUCATION COMMITTEE APPOINTMENTS

Motion to approve Agenda Items 9A through 9C Special Education Committee Appointments made by Trustee Johnson; seconded by 2nd Vice President Dodd.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

FUNDING

Motion to approve Agenda Item 10 made by Trustee Johnson; seconded by 1st Vice President Santos.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

The Board authorizes the President of the Board to sign all agreements and contracts.

BOARD OF EDUCATION COMMITTEES

Motion to approve Agenda Item 11A through 11C made by Trustee Johnson; seconded by 2nd Vice President Dodd.

Discussion: None. Motion Carries: 6 Yes; 0 No; 0 Abstain.

- A. Policy Committee: President Fulton; 2nd Vice President Dodd and Trustee Johnson
- B. Safety Committee: 1st Vice President Santos and 2nd Vice President Dodd
- C. Wellness Committee: Trustee Leon and Trustee Pawlewicz

CELL PHONE ASSIGNMENTS

Motion to approve Agenda Item 12 Cell Phone Assignments made by 2nd Vice President Dodd; seconded by Trustee Johnson. Discussion: Trustee Johnson asked Dr. Kelly to explain who are the employees that are authorized to have district cell phones. Dr. Kelly explained that the Maintenance Foreman, Grounds Foreman, District Messenger and Transportation Coordinator are given cell phones to carry out their duties. The remainder of the employees have cell phones available should they request them. It has been found that most people are using their personal cell phones for district business so not to be carrying two phones.

Motion Carries: 6 Yes; 0 No; 0 Abstain.

The Reorganizational Meeting adjourned at 8:25 p.m.

AMITYVILLE U F S D
APPROVED
BOARD OF EDUCATION MINUTES
DATE 8-10-16
DISTRICT CLERK SIGNATURE
Ellen Decker