

AGENDA

BOARD OF EDUCATION • LEVITTOWN, NEW YORK

LEVITTOWN UNION FREE SCHOOL DISTRICT • TOWN OF HEMPSTEAD • LEVITTOWN, NEW YORK
www.levittownschoools.com

ORGANIZATIONAL MEETING

LEVITTOWN MEMORIAL EDUCATION CENTER

Wednesday, July 1, 2015

6:15 P.M. (Meeting convenes with anticipated adjournment to Executive Session)

7:30 P.M. (Meeting reconvenes in Public Session)

Success for Every Student

OPPORTUNITY FOR PUBLIC TO BE HEARD

This meeting will be devoted to reports from the Superintendent of Schools and Board Members, regular agenda items of old and new business and schedules.

Immediately following Board Members reports, a period not to exceed two hours shall be set aside to afford residents of the community and/or school district employees an opportunity to make comments or to raise questions related to school affairs.

NOTICE

Copies of the agenda are available to the residents of the district at the office of the Board of Education, Levittown Memorial Education Center, 150 Abbey Lane, Levittown, three days prior to the meeting date. Copies of agendas are also available on the district website and at the Levittown Public Library. Tapes of meetings are available at the Levittown Public Library. The official record of meetings is reflected in the Official Minutes.

Anyone requiring a sign language interpreter for this meeting should notify the District Clerk at 434-7002, at least five (5) days before the meeting.

The Levittown Public School District is committed to providing both equal educational opportunity for all students, and equal employment opportunity for all persons, without regard or discrimination based on religion, ethnic background, age, sex, or disability.

I. CALL TO ORDERII. PUBLIC PORTION

1. Appointment of District Clerk

_____ moved that Elizabeth Appelbaum be appointed for the position of District Clerk for the 2015-2016 school year at a salary of \$ XXXXX (plus \$3,000 stipend) per year.

Seconded by: _____

Votes in favor	Votes opposed

2. Election of Temporary Chairperson

_____ nominated _____ for the position of temporary chairperson.

Seconded by: _____

Votes in favor	Votes opposed

Elected Temporary Chairperson _____

3. Appointment of Temporary Secretary to record this meeting

_____ nominated _____ for the position of temporary secretary to record this meeting.

Seconded by: _____

Votes in favor	Votes opposed

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Appointed Secretary to record this meeting: _____

4. Election of President of Board of Education
 _____ nominated _____ for the position of President of the Board of Education.

Seconded by: _____

Votes in favor	Votes opposed

Elected President of the Board of Education: _____

5. Election of Vice-President of Board of Education
 _____ nominated _____ for the position of Vice-President of the Board of Education:

Seconded by: _____

Votes in favor	Votes opposed

Elected Vice-President of the Board of Education: _____

6. Election of Secretary of the Board of Education
 _____ nominated _____ for the position of Secretary of the Board of Education.

Seconded by: _____

Votes in favor	Votes opposed

Elected Secretary of the Board of Education _____

7. Administration of Oath Inclusive
 Administration of Oath to new board members and Superintendent

8. Appointment of Treasurer
 _____ moved that Rafael Garcia be appointed for the position of Treasurer, at no additional salary, with the amount of bond fixed at \$1,000,000.

Seconded by: _____

Votes in favor	Votes opposed

9. Appointment of Assistant Treasurer
 _____ moved that Ping-Yann Chou be appointed to the position of Assistant Treasurer at no additional salary, with the amount of bond fixed at \$1,000,000.

Seconded by: _____

Votes in favor	Votes opposed

10. Appointment of Purchasing Agent
 _____ moved that Bonnie Pampinella be appointed to the position of Purchasing Agent for the 2015-16 school year at no additional salary; and in her absence, William Pastore at no additional salary.

Seconded by: _____

Votes in favor	Votes opposed

11. Appointment of Attorney Enclosure
 _____ moved that Lamb and Barnosky be appointed as Attorney for regular school business.

Seconded by: _____

Votes in favor	Votes opposed

12. Appointment of Bond Counsel Enclosure
 _____ moved that Hawkins, Delafield and Wood, LLP be appointed as Bond Counsel for the Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

13. Appointment of Fiscal Advisor Enclosure
 _____ moved that Capital Markets Advisors, LLC be appointed as fiscal advisors with regard to bond issues for the Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

14. Appointment of Insurance Broker of Record Inclusive
 _____ moved that NYSIR be appointed as Insurance Broker of Record for the 2015-16 school year.

Seconded by: _____

Votes in favor	Votes opposed

15. Appointment of Internal Auditor

Enclosure

moved that Cullen and Danowski LLP be appointed Internal Auditor for the school year 2015-16 to render such services as determined by the Personnel office, with compensation provided in the submitted RFP, said payment to be inclusive of disbursements and/or expenses and that the President of the Board of Education is authorized to sign the attached agreement with Cullen and Danowski, LIP.

Seconded by: _____

Votes in favor	Votes opposed

16. Appointment of External Auditor Enclosure
 moved that R. S. Abrams Be appointed External Auditor for the 2015-16
school year to render such services as determined by the Personnel office, with compensation
provided in the submitted RFP, said payment to be inclusive of disbursements and/or expenses
and that the President of the Board of Education is authorized to sign the attached agreement
with R. S. Abrams.

Seconded by: _____

Votes in favor	Votes opposed

17. Appointment of Claims Auditor

Enclosure

moved that Nawrocki Smith be appointed Claims Auditor for the school year 2015-16, to render such services as determined by the job specifications filed in the Personnel Office, with compensation as provided in the submitted RFP, said payment to be inclusive of disbursements and/or expenses and that the Board of Education President is authorized to sign the attached contract with Nawrocki Smith."

Seconded by: _____

Votes in favor	Votes opposed

18. Appointment of Medical Inspectors

 moved that the following be appointed as Medical Inspectors at a contractual rate of \$15,000 per year:

Dr. Suanne Kowal-Connelly

Seconded by: _____

Votes in favor	Votes opposed

19. Appointment of Medical Review Officer
_____ moved that Partners in Safety to be appointed as the Medical Review Officer for the district for the 2015-16 school year to provide drug/alcohol tests as needed.

Seconded by: _____

Votes in favor	Votes opposed

20. Designation of Newspapers
_____ moved _____ that at the discretion of the Board of Education and the Superintendent, that the Levittown Tribune, the Wantagh Herald Citizen, Seaford Herald Citizen and the Pennysaver be designated as the newspapers for the district for the 2015-16 school year.

Seconded by: _____

Votes in favor	Votes opposed

21. Designation of Depositories
_____moved that the following institutions be designated as official depositories:

- JP Morgan Chase Bank, N.A.
- HSBC Bank USA, N.A.
- Astoria Bank
- Citibank
- New York Community Bancorp
- First National Bank of Long Island

Seconded by: _____

Votes in favor	Votes opposed

22. Designation of Alternate to Sign Checks

_____ moved that the President of the Board of Education be designated to sign checks in the absence of the Treasurer and the Assistant Treasurer.

Seconded by: _____

Votes in favor	Votes opposed

23. Appointment of 403(b) and 457 Retirement Savings Plan

Providers

_____ moved that Aspire Financial Services, AXA Advisors, AXA Equitable Life Insurance Company, Voya Opportunity Plus, Legend Group/ADSERV, Lincoln Investment Planning, Mass Mutual-Panorama, Metlife, Mutual Inc. Financial Services, Oppenheimer Shareholder Services, and New York State Deferred Compensation as official retirement savings plan providers.

Seconded by: _____

Votes in favor	Votes opposed

24. Appointment of Third Party Administrator for 403(b) and 457 Retirement Plan Providers

Enclosure

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Enclosure

_____ moved that OMNI is appointed as third party administrator for 403(b) and 457 Retirement Savings Plan Providers.

Seconded by: _____

Votes in favor	Votes opposed

25. Mileage Compensation

Inclusive

_____ moved that the mileage compensation rate for employee use of personal cars in the conduct of District business be approved at the IRS prevailing rate per mile as of July 1, 2015.

Seconded by: _____

Votes in favor	Votes opposed

26. Civil Rights Compliance Officer

Inclusive

_____ moved that Darlene Rhatigan be appointed Civil Rights Compliance Officer of the Levittown Public Schools for the 2015-16 school year and, in her absence, William Pastore.

Seconded by: _____

Votes in favor	Votes opposed

27. Appointment of Surrogate Parent

Enclosure

Recommended Motion: "WHEREAS the Commissioner's Regulation Part 200, subchapter P, requires each local Board of Education to annually appoint surrogate parents who will represent the interests of a student with a disability whose parents are either unknown or unable to provide such representation at Committee on Special Education (CSE) meetings and/or hearings; and

WHEREAS, the Levittown CSE has carefully canvassed those persons who have demonstrated a willingness to serve in such capacity,

NOW, THEREFORE, BE IT RESOLVED, that Karen Buttner, 57 Barbara Lane, Levittown and Carol Becht, 2938 Duncan Court, Wantagh, NY be appointed as surrogate parents for the 2015-2016 school year.”

Seconded by: _____

Votes in favor	Votes opposed

28. Appointment of Committee on Special Education and Committee on Preschool Special Education

Enclosure

Recommended Motion: “RESOLVED, that the Levittown Board of Education appoint the five parent members on the attached list dated July 1, 2015, all chairpersons, psychologists and special and regular education teachers of special education students as well as Lisa Carelli-Lang, Dr. Susan Farber, Dr. Sean Haggerty, Dawn Wang, Rocco Ognibene, Richard Cirillo, Terence Rusch, Julia Joshuakutty, and Dr. Margaret Ippolito to serve on the District Committee on Special Education and the Committee on Preschool Special Education for the 2015-2016 school year.”

Seconded by: _____

Votes in favor	Votes opposed

29. Appointment of Impartial Hearing Officers

Enclosure

Recommended Motion: “WHEREAS, the Commissioner’s Regulation Section 200.5, requires each local Board of Education to annually appoint impartial hearing officers in the event of an appeal of a CSE action by a parent of a student with a disability, or a student with a disability over the age of 18,

NOW, THEREFORE, BE IT RESOLVED, that the Levittown Board of Education does, hereby, appoint all impartial hearing officers from the district-specific Nassau County list of Impartial Hearing Officers as maintained by the Impartial Hearing Reporting System for the 2015-2016 school year; and authorizes the President of the Board of Education to appoint Impartial Hearing Officers from the above mentioned list on a rotational basis.”

Seconded by: _____

Votes in favor	Votes opposed

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30. Appointment of Section 504 Coordinator
_____ moved that Rocco Ognibene be appointed as Section 504 Coordinator for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

31. Appointment of School Pesticide Representative
moved that Christopher Milano be appointed as School Pesticide Representative for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

32. Appointment of Asbestos Hazard Emergency Response Act Designee

 Christopher Milano moved that Christopher Milano be appointed as Asbestos Hazard Emergency Response Act (AHERA) designee for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

33. Appointment of Chemical Hygiene Committee
moved that James Ripka (MacArthur High School), Sarah LaBonte (Division Avenue High School) Meghan Olsen (Wisdom Lane) and Jennifer Appelton (Jonas Salk) be appointed as Chemical Hygiene Committee for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

34. Appointment of Dignity for All Students Act (DASA) Coordinators

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Coordinators

_____ moved that Darlene Rhatigan, George Maurer, Frank Mortillaro, Jeanmarie Wink, Anthony Goss, Keith Squillacioti, John Zampaglione, John Avena and Joan Lorelli be appointed as Dignity for All Students Act (DASA) Coordinators for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

35. Appointment of Records Officer

_____ moved that Darlene Rhatigan be appointed as Records Officer for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

36. Appointment of Records Appeals Officer

_____ moved that Dr. Tonie McDonald be appointed as Records Appeals Officer for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

37. Appointment of Residency Officer

_____ moved that Darlene Rhatigan be appointed as Residency Officer for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

38. Appointment of Homeless Liaison

38. Appointment of Homeless Liaison

_____ moved that Lisa Carelli-Lang be appointed as Homeless Liaison for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

39. Appointment of District Attendance Officer

_____ moved that Darlene Rhatigan be appointed as Attendance Officer for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

40. Appointment of Prevailing Wage Designee

_____ moved that Christopher Milano be appointed as Prevailing Wage Designee for Levittown Public Schools.

Seconded by: _____

Votes in favor	Votes opposed

41. Appointment of Delegate to Nassau-Suffolk School Boards

Association

_____ moved _____ be appointed official delegate to the Nassau-Suffolk School Boards Association.

Seconded by: _____

Votes in favor	Votes opposed

42. Audit Committee

Recommended Motion: "RESOLVED that the Levittown Board of Education as a whole shall,

heretofore, constitute the Audit Committee.”

43. Petty Cash Accounts

Inclusive

Recommended Motion: "BE IT RESOLVED, that the Levittown Board of Education does, hereby, appoint the following as treasurers for a petty cash fund in the amount of \$100 for the 2015-16 school year:

- Dr. Tonie McDonald, Superintendent of Schools
- Debbie Rifkin, Assistant Superintendent for Instruction
- Darlene Rhatigan, Assistant Superintendent for Administration and Personnel
- William Pastore, Assistant Superintendent for Business and Finance
- Todd Connell, Director, Computer Department
- J. Keith Snyder, Director, Health, Physical Education and Athletics
- Lisa Carelli-Lang, Director, Special Education
- Dajuana Reeves, Supervisor, Transportation Department
- Christopher Milano, Supervisor, Buildings and Grounds
- Dr. George Maurer, Principal, Abbey Lane School
- Jeanmarie Wink, Principal, East Broadway School
- Jami Anspach, Assistant Principal, Gardiners Avenue School
- Anthony Goss, Principal, Lee Road School
- Frank Mortillaro, Principal, Northside School
- Keith Squillacioti, Principal, Summit Lane School
- John Zampaglione, Principal, Jonas Salk Middle School
- John Avena, Principal, Wisdom Lane Middle School
- Joan Lorelli, Principal, Division Avenue High School
- Joseph Sheehan, Assistant Principal, MacArthur High School
- Frank Creter, GC Tech"

44. Finance Manager Permissions

Inclusive

Recommended Motion: "RESOLVED, that the Director of Computer and Media Services is, hereby, designated to be the District individual responsible for adding new users in Finance Manager, and the Principal Account Clerk assigned to the Business Office or the Treasurer with the approval of the Assistant Superintendent for Business and Finance, is responsible for giving out permissions and code assignments."

45. Purchasing Policy and Procedures Manual

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby,

approve the attached 'Purchasing Policy & Procedures Manual for the 2015-2016 school year.'

46. District Code of Conduct

Enclosure

Recommended Motion: "RESOLVED, that the Levittown Board of Education does, hereby, approve the attached Code of Conduct for the 2015-2016 school year."

47. Authorization to sell RANS, TANS, BANS

Inclusive

Recommended motion: "RESOLVED, that the President of the Board of Education, subject to the provisions of local finance law, is delegated the power to authorize the issuance and to sell RANS, TANS and BANS including renewals thereof, in anticipation of the collection of revenues for the fiscal year."

48. Authorization to Approve Conference Requests

Inclusive

Recommended Motion: "RESOLVED, that the Assistant Superintendent for Instruction be authorized to approve conference attendance requests with approved expenses as permitted by Section 77-6 of the General Municipal Law.

49. Certifier of Payrolls

Inclusive

Recommended motion: "RESOLVED, that the Superintendent of Schools or her designee are authorized to certify payrolls of the district."

50. Certifier of Payrolls - Civil Service Report

Inclusive

Recommended motion: "RESOLVED, that the President of the Board of Education is authorized as Certifier of Payrolls for the Annual Civil Service Report."

51. Authorization of Grants

Inclusive

Recommended Motion: "RESOLVED, that the Superintendent of Schools is authorized to sign all applications and claims relating to Federal and State Grant applications."