

JERICO UNION FREE SCHOOL DISTRICT

ANNUAL REORGANIZATION MEETING
7:30 p.m.

MIDDLE SCHOOL LIBRARY
THURSDAY, JULY 1, 2004

Present:

Hilari Cohen
Toni Meliambro
Ira Checkla
Barbara Krieger
Joseph H. Lorintz

Also Present:

Henry L. Grishman, Superintendent
Joan L. Colvin
Ben Ciuffo
Anna Hunderfund

I. CALL TO ORDER

II. NEW BUSINESS

Board of Education President

- Barbara Krieger made the motion seconded by Toni Meliambro "That the Board of Education elect Hilari Cohen to serve as President of the Board of Education for the 2004-2005 school year."

Motion carried, 5,0.

Board of Education Vice-President

- Toni Meliambro made the motion seconded by Joseph Lorintz "That the Board of Education elect Barbara Krieger to serve as Vice President of the Board of Education for the 2004-2005 school year."

Motion carried, 5,0.

District Clerk

- Hilari Cohen made the motion seconded by Barbara Krieger "That the Board of Education appoints Joan L. Colvin to serve as District Clerk of the Jericho Union Free School District for the 2004-2005 school year."

Motion carried, 5,0.

Designation of Board Meeting Dates for 2004-2005 School Year

- Hilari Cohen made the motion seconded by Barbara Krieger "That the Board of Education approves meetings of the Board of Education for the 2004-2005 school year as shown in Enclosure #4."

NOTE: See Enclosure #4

Motion carried, 5,0.

II. NEW BUSINESS (continued)

Treasurer

- Hilari Cohen made the motion seconded by Barbara Krieger "That the Board of Education appoints Marsha L. Rosinger to serve as Treasurer of the Jericho Union Free School District for the 2004-2005 school year."

Motion carried, 5,0.

Deputy Treasurer

- Hilari Cohen made the motion seconded by Barbara Krieger "BE IT RESOLVED, that in accordance with Par. 2 of Sec. 1720 of the New York State Education Law, Kathleen Greene be appointed Deputy Treasurer of the Jericho Union Free School District. The Deputy Treasurer shall serve as Treasurer of the School District in case of absence or inability of the Treasurer to perform her normal duties for the 2004-2005 school year."

Motion carried, 5,0.

Authorize District Treasurer to Make Investments

- Hilari Cohen made the motion seconded by Barbara Krieger "RESOLVED, that the Board of Education authorize the District Treasurer or, in her absence, the Deputy Treasurer, to make investments of monies on behalf of the Jericho Union Free School District in accordance with Sec. 1723-a of the New York State Education Law."

Motion carried, 5,0.

School District Attorney

- Hilari Cohen made the motion seconded by Barbara Krieger "The Board of Education appoints Ingerman Smith L.L.P. to serve as Attorney for the Jericho Union Free School District for the 2004-2005 school year."

Motion carried, 5,0.

Internal Auditor

- Hilari Cohen made the motion seconded by Barbara Krieger "The Board of Education appoints Diane Mandracchia to serve as Internal Auditor of the Jericho Union Free School District for the period July 1, 2004 to June 30, 2005."

Motion carried, 5,0.

Internal Auditor

- Hilari Cohen made the motion seconded by Barbara Krieger "The Board of Education appoints Rose Bochnovich to serve as Internal Auditor, in the absence of Diane Mandracchia, of the Jericho Union Free School District for the period July 1, 2004 to June 30, 2005."

Motion carried, 5,0.

II. NEW BUSINESS (continued)

Appointment of School, Substitute and Game Physicians

- Hilari Cohen made the motion seconded by Barbara Krieger “RESOLVED, that the Board of Education approves the appointment of the following school physicians and game physicians for the 2004-2005 school year, at the rate indicated:

<u>Name</u>	<u>Retainer</u>	<u>Football Game Fee</u>
Eugene Gerardi, MD	\$10,500	\$200 per game
Lee Matthew Kupersmith, MD		\$100 per hour
William Sierra, Physician's Assistant		\$100 per hour for physicals
Susan Melnick, Physician's Assistant		\$100 per hour for physicals

Motion carried, 5,0.

Authorization Signatures

- Hilari Cohen made the motion seconded by Barbara Krieger “RESOLVED, that the President, Treasurer, Deputy Treasurer or District Clerk of the Jericho Union Free School District are hereby authorized to sign all checks and drafts of the above mentioned school district drawn on the Bank of New York, Chase Bank, State Bank of Long Island and Bank of America.”

Motion carried, 5,0.

Appointment of Purchasing Agent

- Hilari Cohen made the motion seconded by Barbara Krieger “RESOLVED, that the Assistant Superintendent for Business Affairs be appointed Purchasing Agent.”

Motion carried, 5,0.

Certification of Payrolls

- Hilari Cohen made the motion seconded by Barbara Krieger “RESOLVED, that the Superintendent of Schools, or his designee, be authorized to certify payrolls of the Jericho Union Free School District.”

Motion carried, 5,0.

Treasurer of Extra Classroom Activity Funds

- Hilari Cohen made the motion seconded by Barbara Krieger: “RESOLVED, that Kathleen Greene be appointed Treasurer of the Extra Classroom Activity Funds of the Jericho Union Free School District.”

Motion carried, 5,0.

II. NEW BUSINESS (continued)

Substitute Rate of Pay

- Hilari Cohen made the motion seconded by Barbara Krieger “RESOLVED, that the rate for per diem substitutes shall be \$95.00 per day.”

Motion carried, 5,0.

Petty Cash Funds

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Board of Education establish the following petty cash funds for the Jericho Union Free School District effective July 1, 2004, for the 2004-2005 school year:

Principal, Middle School	\$100.00
Principal, High School	\$100.00
Principal, Cantiague School	\$100.00
Principal, Jackson School	\$100.00
Principal, Seaman School	\$100.00
Principal, High School	\$100.00 (Home & Careers)
Asst. Supt. for Business Affairs	\$100.00 (Regular)
Asst. Supt. for Business Affairs	\$100.00 (Mailings)
Asst. Supt. for Business Affairs	\$100.00 (Special)
Asst. Supt. for Business Affairs	\$100.00 (Special #2)
Asst. Supt. for Business Affairs	\$100.00 (Special #3)
Director of Facilities Operations	\$100.00
Food Service Director	\$100.00

Motion carried, 5,0.

Depositories

- Hilari Cohen made the motion seconded by Barbara Krieger “The Board of Education designates the following as Depositories for the Jericho Union Free School District for the 2004-2005 school year:

Payroll Account	Chase Bank
Trust & Agency Account	Chase Bank
	State Bank of LI
	Bank of America
General Fund Account	Chase Bank
	State Bank of LI
School Lunch Fund	State Bank of LI
Federal Funds Account	State Bank of LI
Student Activity Fund	State Bank of LI
Escrow Account -	
Robert Williams #1	State Bank of LI
Construction Account	State Bank of LI
Debt Service	State Bank of LI

Motion carried, 5,0.

II. NEW BUSINESS (continued)

Official School District Newspapers

- Hilari Cohen made the motion seconded by Barbara Krieger “The Board of Education designates Newsday and The Syosset-Jericho Tribune as the official newspapers for legal publications of the Jericho Union Free School District for the 2004-2005 school year.”

Motion carried, 5,0.

Board Policy Review

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Board of Education review and approve the following Board Policies:

Policy #5220 -	District Investments
Policy #5421 -	Procurement of Goods and Services – <i>as redacted</i>
Policy #5692 -	HIV Related Items
Policy #7130 -	Attendance Areas
Policy #7310 -	School Conduct and Discipline

NOTE: See Enclosure #20

Motion carried, 5,0.

School District Independent Auditor

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Board of Education approve the appointment of Pappas & Company, Certified Public Accountants, as School District Independent Auditor to audit the district’s records from July 1, 2004 to June 30, 2005.”

Motion carried, 5,0.

School District Asbestos Inspector

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Board of Education approve the appointment of Robert Skrivanek as School District Asbestos (LEA)Designee per AHERA regulations Public Law 99-519 from July 1, 2004 to June 30, 2005.”

Motion carried, 5,0.

Title IX, Save Legislation and ADA Designee

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Board of Education approve the appointment of the Assistant Superintendent for Educational Operations and Human Resources to serve as the Title IX Compliance Officer, the designated educational official (DEO) per SAVE Legislation, Chapter 181 of the Laws of 2000 and the American Disabilities Act (ADA) Designee from July 1, 2004 to June 30, 2005.”

Motion carried, 5,0.

II. NEW BUSINESS (continued)

Section 504 Compliance Coordinator and American Disabilities Act Designee

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Board of Education approve

the appointment of the Executive Director of Pupil Personnel Services as the Section 504 Coordinator from July 1, 2004 to June 30, 2005.”

Motion carried, 5,0.

Records Management Officer and Records Access Officer

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Board of Education approve the appointment of the District Clerk as the Records Management Officer and the Records Access Officer from July 1, 2004 to June 30, 2005.”

Motion carried, 5,0.

Census Enumerator

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Board of Education approve the appointment of the Assistant Superintendent for Educational Operations and Human Resources as District Census Enumerator to serve from July 1, 2004 to June 30, 2005.”

Motion carried, 5,0.

Authorization of the Superintendent to Make Budget Transfers in Accordance with Board Policy 5330 per Section 170.2(1) of the Commissioner’s Regulations

- Hilari Cohen made the motion seconded by Barbara Krieger: “That the Board of Education authorize the Superintendent to make budget transfers in accordance with Board Policy 5330.”

Motion carried, 5,0.

Authorize the Assistant Superintendent for Business Affairs to Make Budget Transfers for the Reconciliation of Accounts for June 2005

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Board of Education authorize the Assistant Superintendent, or his/her designee, to make budget transfers for the reconciliation of accounts in preparation for the year end financial report, June 30, 2005.”

Motion carried, 5,0.

Agent for National School Lunch Program

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Jericho Union Free School District designate to the chief administrative officer the authority to act as its agent with regard to the district’s participation in the National School Lunch/School Breakfast/Special Milk Program and to enter on its behalf all contracts and agreements with said participation.”

Motion carried, 5,0.

II. NEW BUSINESS (continued)

Authorization to Participate in Cooperative Bidding

- Hilari Cohen made the motion seconded by Barbara Krieger That the Board of Education approve the following resolution:

WHEREAS, it is the plan of a number of public school districts and municipalities in Nassau and Suffolk Counties, New York, to bid jointly the supplies, services and equipment (i.e. bread, canned goods, milk, ice cream, meat products, fuel oil, general, art, periodicals, music, science, athletic, technology education, custodial, health, paper, furniture, gasoline, refuse pick-up and audio-visual); WHEREAS, the Jericho Union Free School District is desirous of participating with the rementioned entities and commodities as authorized by the General Municipal Law #119-0, subject to enactment of a resolution authorizing such joint participation;
BE IT RESOLVED, that each entity will award contracts as recommended and thereafter will conduct all negotiations and/or correspondence directly with the successful bidder(s);
BE IT FURTHER RESOLVED, that the bid specifications for such joint purchasing shall provide that the successful bidder will bid each participant separately for the items purchased for each such entity.”
Motion carried, 5,0.

Authorization of Superintendent of Schools to Apply for Grants

- Hilari Cohen made the motion seconded by Barbara Krieger “That the Board of Education hereby authorizes the Superintendent of Schools to make application to any government agency or private or public foundation or to any other commercial or public organization for such grant in materials, recognition or financial assistance which would be in the interest of the School District.”

Motion carried, 5,0.

III. JULY – REGULAR MONTHLYMEETING

IV. BOARD ACTIONS

Approval of Minutes

- Barbara Krieger made the motion seconded by Toni Meliambro “That the Board of Education make any necessary corrections and move approval of the minutes of the Regular Meeting dated June 10, 2004.”

Motion carried, 5,0.

IV. REPORTS/DISCUSSION

Report on Executive Session

The Board of Education met in Executive Session to discuss personnel and legal matters.

IV. REPORTS/DISCUSSION (continued)

Code of Ethics – on School Board Members

Joe Lorintz – Letter to Clerk (attached)

Mr. Grishman – Reported on meeting with auditors. The Board asked Mr. Grishman to schedule the auditors

report for the September Board of Education meeting.

V. OPPORTUNITY FOR PUBLIC TO BE HEARD

Please Note: If you would like to make a comment or ask a question, please tell us your name and affiliation, if you are representing a specific group. If you would like your statement to be included in our Board minutes, you must hand in a written copy of your remarks to our District Clerk, Joan Colvin, immediately before speaking.

As always, public discussion on matters relating to staff and students, at which their reputation, privacy or rights to due process, or those of others could in some way be violated, is prohibited.

VI. NEW BUSINESS

Request auditors, Pappas and Company, to prepare engagement letter for additional services requested.

Proposals for Forensic Audit.

- Hilari Cohen made the motion seconded by Ira Checkla “That the Board of Education ask Dr. Colvin, Assistant Superintendent for Business Affairs to prepare a Request for Proposal (RFP) for a forensic audit”.

Motion carried, 5,0.

Howard Wanderman expressed concern that our Board will not spend the entire year defending what we do.

VII. PREVIEW FOR FUTURE ACTION

Important Dates

The Board of Education noted dates listed by administration.

VIII. RECOMMENDED ACTIONS

Approval of Schedules

- Barbara Krieger made the motion seconded by Toni Meliambro “That the Board of Education approves the following schedules for appropriate action:

A-484	Treasurer’s Report
B-GF-451	General Fund
B-FF-418	Federal Fund
B-CAF-448	Cafeteria Fund
D-GF-46	General Fund

VIII. RECOMMENDED ACTIONS (continued)

Approval of Schedules (continued)

D-GF-47	General Fund
D-GF-48	General Fund
D-FF-29	Federal Fund
D-FF-30	Federal Fund

D -CF-29	Cafeteria Fund		
D-CF-30	Cafeteria Fund		
D-CF-31	Cafeteria Fund		
D-SA-37	Trust and Agency Fund		
D-SA-38	Trust and Agency Fund		
D-SA-39	Trust and Agency Fund		
E-1300	Cooperative Bidding		
E-1301	Award of Bid - Pupil Transportation & Assignment System		
E-1302	Award of Contract - Executive Educational Solutions		
E-1303	Award of Bid - Out of District & Special Transportation (Summer, 2004)		
E-1304	Agreement - Computer Consultant		
E-1305	Award of Bid - Technology/Lumber		
E-1306	Setting of School Lunch Prices		
E-1307	Workers' Compensation Plan	TBHO	
E-1308	Property and Liability Insurance		TBHO
G-2334 (rev)	Appointments, Instructional, Intramural Activities		
G-2390 (rev)	Appointments, Instructional, Regular Substitute		
G-2395 (rev)	Instructional Inservice Participation		
G-2397 (rev)	Appointments, Instructional, Intramural Activities		
G-2401	Appointments, Extracurricular Coaches		
G-2402	Appointments, Extracurricular Coaches		
G-2403	Appointments, Instructional, Regular Substitute		
G-2404	Appointments, Instructional, Part Time		
G-2405	Appointments, Instructional, Substitute Teachers, Elementary		
G-2406	Appointments, Instructional, Substitute Teachers, Secondary		
G-2407	Probationary Appointments Instructional		
GG-900	Appointments, Non-instructional		
GG-901	Appointments, Non-instructional, Substitute		
H-613	Resignations and Terminations of Employment		
HH-551	Resignations and Terminations of Employment of Non-instructional Employees		
K-303	Leaves of Absence - Instructional		
K-305 (rev)	Leaves of Absence - Instructional		
K-310	Leaves of Absence - Instructional		
L-403	Use of School Facilities		
O-520	Tuition/Consultant Services		
O-521	Tuition/Consultant Services		
O-522	Tuition/Consultant Services		
S-547 (rev)	Educational Programs and Projects		
S-552	Educational Programs and Projects		
T-203	Designation of Textbooks		

Motion carried, 5,0.

IX. ADJOURN

The meeting was adjourned at 9:20 PM.

Respectfully Submitted,

Joan L. Colvin, Ed.D.
District Clerk