

WEST HEMPSTEAD UNION FREE SCHOOL DISTRICT
252 Chestnut Street
West Hempstead, NY 11552

BOARD OF EDUCATION
Audit Committee/Reorganization/Regular Business Meeting
July 5, 2017
High School Video Conference Room – 7:30 p.m.

A. **Opening of Meeting** – Mrs. Patricia Kriss, Superintendent of Schools – Chairperson
Pro Tem

B. **Pledge of Allegiance**

Oath of Office to Elected Board Members

Joseph Magaraci
Vincent Trocchia

C. **Election**

1. President (President assumes the chair)
Oath of Office – President
2. Vice President
Oath of Office – Vice President

D. **Appointments**

	2016-17 <u>Appointment</u>	2017-18 <u>Appointment</u>
1. District Clerk and Secretary to the Board of Education	Kathryn Girolamo	
2. Deputy District Clerk	Theresa Bryant	
3. District Treasurer	Brian Cleary	

Oath of Office to District Clerk and District Treasurer

4. Deputy District Treasurer	Gina Gandolfo	
5. Board Counsel	Guercio & Guercio	
6. Medical Inspector	Dr. Eric Shoenfeld	
7. External Auditor	Cullen & Danowski LLP	
8. Architect	Tetra Tech	
9. Claims Auditor	Michael T. Kearns	
10. Internal Auditor	Cerini & Associates LLP	
11. Financial Advisory Services	Capital Markets Advisors (add per LB 5/17)	
12. Financial Statement Accountant	Brian Cleary	
13. Records Management Officer	Christopher Mistretta	

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| 14. | Records Access Officer | Kathryn Girolamo | |
| 15. | Purchasing Agent | Lawrence Blake | |
| 16. | Deputy Purchasing Agent | Daniel Rehman | |
| 17. | AHERA Compliance Officer | Anthony Vecchione | |
| 18. | Chief Emergency Officers | Patricia Kriss/Daniel Rehman | |
| 19. | Appointment of Dignity for All Students Act (DASA) Coordinators
A. Escobar/D. Reilly/M. Notti/D. Sinito/F. Tripp | | |
| 20. | Private School Book Rm Supervisor | Vincent Fleck | |
| 21. | Hearing Officers | Lawrence Blake
Daniel Rehman | |
| 22. | Title IX Officer | Assistant Superintendent for Business/
Assistant Superintendent for Curriculum | |
| 23. | Bond Counsel | (2017) Hawkins Delafield & Wood | |
| 24. | NYSSBA Advocacy Liaison | Patricia Greaves | |
| 25. | District Level DASA Coordinator | Daniel Rehman | |
| 26. | Residency Officers | Assistant Superintendent for Business/
Assistant Superintendent for Curriculum | |
| 27. | Homeless Liaisons | Joanne Morgan
Susan Kosser | |
| 28. | Wellness Coordinator | | |
| 29. | Standing Committees | Appointed by President | |
| a. | <u>Building and Grounds</u> | | |
| | 1. Chestnut Street | R. Schindler/A. Shinsato | |
| | 2. Cornwell Ave. | P. Greaves/R. Schindler | |
| | 3. Marian Delaney | K. Brohm/V. Trocchia | |
| | 4. George Washington | P. Lotito/V. Trocchia | |
| | 5. Middle School | C. Close/P. Lotito | |
| | 6. High School | K. Brohm/C. Close | |
| | | 2016-17 | 2017-18 |
| | | <u>Appointment</u> | <u>Appointment</u> |
| b. | Community and Private
School Liaison | K. Brohm/A. Shinsato | |

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| c. | Liaison to Community Organizations | Committee of the Whole |
| d. | Audit | Committee of the Whole
Two Community Residents |
| e. | Sports Committee | Chairperson – V. Trocchia
C. Close/P. Greaves
K. Brohm Alternate |
| f. | Health and Safety Liaison | K. Brohm |
| g. | Liaison to Strategic Planning Committee | K. Brohm/A. Shinsato
P. Greaves |
| h. | Policy Subcommittee | Chairperson – R. Schindler
K. Brohm/A. Shinsato 11/15/16 |
| i. | Evaluation Committee | Committee of the Whole |

E. Bonding

Treasurer – RESOLVED, that the Superintendent, Assistant Superintendent for Business, Assistant Superintendent for Curriculum, Treasurer and Deputy Treasurer, shall be bonded as heretofore in the amount of \$1,000,000.

F. Designation of Signatory

1. Payroll (Treasurer)
2. All Other (Treasurer)
3. Deputy Treasurer

G. Designation of Depository

1. Depository of Funds – Bank of America, Citibank, HSBC Bank USA, TD Bank, JP Morgan Chase Bank, Nassau Educators Federal Credit Union (NEFCU) and/or Wells Fargo
2. Paying Agent – Bank of America, TD Bank, JP Morgan Chase Bank, Nassau Educators Federal Credit Union (NEFCU), Wells Fargo and/or Depository Trust Company

H. Designation of District Newspapers

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|----|-------------------------------|----|--------------------------|
| 1. | Beacon | 5. | Three Village Times |
| 2. | Richner Publications (Herald) | 6. | New York Times |
| 3. | Newsday | 7. | Franklin Square Bulletin |
| 4. | Oceanside/Island Park Herald | 8. | The Patch |

I. Establish Mileage Rate for Vehicles Used on School Business

<u>2016-17</u>	<u>2017-18</u>
Standard IRS Mileage Rate	

J. Petty Cash Authorization

The Board approves \$100 Petty Cash to each school building and Administration for the 2017-18 school year.

K. Adjournment

REGULAR MONTHLY BUSINESS MEETING

L. Routine Matters

7-1 Minutes of June 20, 2017 Regular Business Meeting

7-2 Treasurer's Report and Recommendations

7-3 Internal Claim's Auditor Report

M. Report of Committees

N. Superintendent's Report

O. Period for District Residents, Island Park Residents and District Employees to Address the Board Pursuant to Board By-Law 9340 – The individual will be limited to 3 minutes of non-confidential agenda items with an overall maximum of 20 minutes for this part of the meeting, if needed.

P. Superintendent's Report and Recommendations

7-4 Appointments, Resignations, etc. – Superintendent recommends to the Board hirings, leaves of absence, retirements, resignations, etc. The Board approves or disapproves each recommendation.

7-5 Extra Pay for Extra Responsibility – Recommended name of advisor for extracurricular club and activity to be approved.

7-6 Amendment to Docket #6-326 Adopted on May 9, 2017

7-7 Guercio & Guercio Contracts

7-8 Budget Vote Hours

7-9 Approval of New York State Council of School Superintendents' Conferences 2017-18

7-10 Approval of Contract with Universal Fitness Consultants

7-11 Days of Religious Observance 2017-18

7-12 Appointment of District Committee on Pre-School Special Education

7-13 Appointment of District Committee on Special Education

7-14 Appointment of District Special Education Subcommittees

- 7-15 **Appointment of District 504 Committee**
- 7-16 **Approval of Impartial Hearing Officers 2017-18**
- 7-17 **Individual Services Contracts**
- 7-18 **Consultant Services Contracts**
- 7-19 **Acceptance of Donations** – District accepts gifts from private donations.
- 7-20 **Instructional Placement for Special Education and Pre-School Education Students** – Special Committee on Special Education required by law recommends to the Board placement of special education and pre-school education students.

Q. Assistant Superintendent for Business - Report and Recommendations

- 7-21 **Smart Bond Act – Letter of Agreement with Tetra Tech Architects & Engineers**
- 7-22 **Change Order No. 4 – Emergency Fire Alarm Replacement**
- 7-23 **Change Order SC-01 West Hempstead Middle/High School Site Reconstruction**
- 7-24 **Change Order SC-02 West Hempstead Middle/High School Site Reconstruction**
- 7-25 **Change Order SC-03 West Hempstead Middle/High School Site Reconstruction**
- 7-26 **Use of Facilities**

R. Old Business – Items the Board has discussed and wishes to discuss again, and/or have tabled from previous meetings are discussed here.

S. New Business - Items that do not normally recur on a continuing basis, and/or items that are discussed for the first time appear at this point in the meeting.

T. Board Privilege of the Floor

U. Future Meeting Dates

V. Period for District Residents, Island Park Residents and District Employees to Address the Board Pursuant to Board By-Law 9340) – The individual will be limited to 3 minutes of non-confidential agenda items with an overall maximum of 20 minutes for this part of the meeting.

W. Adjournment