

**OFFICIAL MINUTES OF THE REORGANIZATION MEETING AND  
BUSINESS MEETING OF  
THE BOARD OF EDUCATION  
VALLEY STREAM CENTRAL HIGH SCHOOL DISTRICT HELD IN  
THE BOARD ROOM, ONE KENT ROAD,  
VALLEY STREAM, NEW YORK 11580  
JULY 14, 2009**

**Meeting Opened**

Vice President Trogel called the meeting to order at 7:00 p.m. Upon motion of Trustee Cummings and seconded by Trustee Iadevaio, the Board entered into Executive Session for matters of personnel, negotiations and/or litigation and returned to Public Session at 7:35 p.m..

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**BOARD MEMBERS PRESENT:**

Dr. Frank Chiachiere, Kenneth Cummings, Anthony Iadevaio, Cristobal Stewart, Lawrence Trogel

**BOARD MEMBERS ABSENT:**

Elise Antonelli, Jeanne Greco Jacobs, William Stris, Ian Wraith

**OFFICERS OF THE BOARD AND ADMINISTRATORS PRESENT:**

Dr. Marc Bernstein, Superintendent of Schools; Mr. Wayne Loper, Asst. Superintendent for Finance and Operations; Dr. Bill Heidenriech, Assistant Superintendent of Personnel & Administration, Dr. Thomas Troisi, Assistant Superintendent for Curriculum and Instruction, John Sheahan, Attorney

**1. OPEN MEETING AND ANNOUNCE BOARD MEMBERS**

District Clerk, Mary Colgan, opened the meeting at 7:35 p.m. and declared a quorum of the Board of Education. Mrs. Colgan then introduced the Board Members who have been appointed to serve on the Valley Stream Central High School District Board of Education for the 2009-10 school year. They are: from District 13, Mr. William Stris, Dr. Frank Chiachiere and Mrs. Jeanne Greco Jacobs; from District 24, Mr. Anthony Iadevaio, Mr. Lawrence Trogel and Mr. Ian Wraith; and from District 30, Mr. Kenneth Cummings, Ms. Elise Antonelli and Mr. Cristobal Stewart. Oaths of Office were administered.

Dr. Bernstein stated that Mr. Wraith had been appointed from District 24 to replace Mr. Paul DePace who had resigned from the Board.

**2. ELECTION OF PRESIDENT**

Mrs. Colgan announced that nominations were open for President of the School Board for the 2009-10 school year. On motion of Trustee Iadevaio and seconded by Trustee Chiachiere, Trustee Lawrence Trogel was nominated for School Board President. No other nominations were made and nominations were closed. The vote was unanimous and the meeting was turned over to Board President Trogel. The District Clerk administered the Oath of Office.

Board President Trogel thanked outgoing Board President Jacobs for all of her hard work during the past school year.

3. ELECTION OF VICE PRESIDENT

On motion of Trustee Iadevaio, seconded by Trustee Cummings, Trustee Cristobal Stewart was nominated for Vice President of the School Board for the 2009-10 school year. No other nominations were made and nominations were closed. The vote was unanimous and Trustee Stewart was elected Vice President. The District Clerk administered the Oath of Office.

4. APPOINTMENT OF DISTRICT CLERK

On motion of Trustee Iadevaio, seconded by Trustee Cummings and carried unanimously, the Board approved that Mary Colgan be appointed as District Clerk at the salary of \$19,125 per annum as approved by the Board of Education. John Sheahan, Attorney for the District, administered the Oath of Office.

5. APPOINTMENT OF ACTING DISTRICT CLERK

Be it resolved that Cristobal Stewart be appointed as Acting District Clerk in the absence of the District Clerk.

6. DESIGNATION AND BONDING OF REGISTRATION AGENT

On motion of Trustee Stewart, seconded by Trustee Cummings and carried unanimously, the Board approved that the District Clerk has been designated the Registration Agent and, in accordance with the insurance consultant's recommendations, should be insured by a blanket bond policy, up to \$100,000.

7. APPOINTMENT OF DISTRICT TREASURER

On motion of Trustee Stewart, seconded by Trustee Iadevaio and carried unanimously, the Board resolved that Linda Gillespie be appointed as District Treasurer at a fee of \$14,500 per annum.

8. APPOINTMENT OF DEPUTY TREASURER

The Board elected to table this item until the position of Accountant has been filled

*On motion of Trustee Stewart, seconded by Trustee Cummings and carried unanimously, the Board approved items 9 and 10.*

9. BONDING OF DISTRICT TREASURER AND DEPUTY TREASURER

Be it resolved that the Board approve bonding insurance coverage in the amount of \$1,000,000 for the District Treasurer and Deputy Treasurer.

10. APPOINTMENT OF CLAIMS AUDITOR

Be it resolved that the Board of Education appoint the auditing firm of Deans, Archer for internal claims auditing for the 2009-10 school year in an amount not to exceed \$20,010. (RFP: 08/09 A05 & continuing)

*On motion of Trustee Stewart, seconded by Trustee Chiachiere and carried unanimously, the Board approved items 11 – 18.*

11. APPOINTMENT OF INTERNAL AUDITOR

Be it resolved that the Board of Education appoint the auditing firm of Callaghan, Nawrocki for internal auditing for the 2009-10 school year in an Amount not to exceed \$53,700. (RFP: 08/09 A04 & continuing)

12. APPOINTMENT OF ATTORNEY

Be it resolved that the legal firm of Guercio & Guercio be appointed as Board of Education general counsel for the 2009/10 school year, at an annual retainer rate of \$45,000. Services beyond the scope of general counsel shall be at the rate of \$230 per hour for attorneys and \$115 per hour for paralegals. When serving as labor counsel to the Board of Education, Guercio & Guercio shall be compensated \$230 per hour. The President of the Board of Education is hereby authorized to sign the retainer agreement, a copy of which will be on file with the District Clerk. (RFP: 08/09 A16 & continuing)

13. APPOINTMENT OF ARCHITECT

Be it resolved that the Board of Education appoints Burton, Behrendt & Smith, Architects, as school architect for the 2009-2010 school year, as per the agreement prepared by the school attorney. (RF: 07/08-A02 & continuing)

14. APPOINTMENT OF BOND COUNSEL

Be it resolved that the firm of Hawkins, Delafield & Wood be designated bond counsel for the 2009-10 school year, for the purpose of issuing Tax Anticipation Notes at a rate of \$3500 per borrowing, plus printing, for a total value of TANS not to exceed \$7,000,000. A copy of the fee schedule will be on file with the office of the Assistant Superintendent for Finance and Operations. (RFP: 09/10 C04)

15. DESIGNATION OF EMPLOYEES AUTHORIZED TO OPEN BIDS

Be it resolved that the Assistant Superintendent for Finance and Operations or his designee in the Business Office are designated to perform this function. In their absence, it is recommended that the Assistant Superintendent for Personnel & Administration be designated to perform this function.

16. DESIGNATION OF EMPLOYEE RESPONSIBLE FOR ENSURING DISTRICT COMPLIANCE WITH SECTION 763.84 OF THE ASBESTOS HAZARD EMERGENCY RESPONSE ACT OF 1986 (AHERA)

Be it resolved that the Director of Facilities for the Valley Stream Central High School District be designated to perform this function.

17. DESIGNATION OF RECORDS MANAGEMENT OFFICER (RMO)

Be it resolved that the Supervisor of Instructional Services Center be designated to perform this function.

18. APPOINTMENT OF PURCHASING AGENT

Be it resolved that Joyce Edelman be designated to perform this function. In her absence the Superintendent or Assistant Superintendent for Finance and Operations will perform this function

19. DEPOSITORIES OF SCHOOL MONIES

On motion of Trustee Stewart, seconded by Trustee Cummings and carried unanimously, the Board approved the following:

<u>Account</u>	<u>Bank</u>	<u>Alternates</u>	
General Fund Checking	Capital One Bank	JP Morgan Chase TD Bank Flushing Savings Bank	
School Lunch Fund	Capital One Bank	JP Morgan Chase TD Bank Flushing Savings Bank	
Capital Fund (Current)	Capital One Bank	Flushing Savings Bank	
Capital Fund (Bond)	JP Morgan Chase	TD Bank Flushing Savings Bank	Capital One Bank
Dental Insurance	Capital One Bank	JP Morgan Chase TD Bank Flushing Savings Bank	
Health	Capital One Bank	JP Morgan Chase TD Bank Flushing Savings Bank	
Special Aid	Capital One Bank	JP Morgan Chase TD Bank Flushing Savings Bank	
Money Market Funds	Capital One Bank JP Morgan Chase Citibank Flushing Savings Bank		
<u>MBIA Class Accounts</u>			
General Fund			
Capital Fund (Current)			
School Lunch Fund			
Capital Bond Fund			
Payroll Account	Capital One Bank TD Bank	JP Morgan Chase	

*On motion of Trustee Stewart, seconded by Trustee Iadevaio and carried unanimously, the Board approved items 20 – 23.*

**20. AUTHORIZATION TO INVEST DISTRICT MONIES**

Be it resolved that the District Treasurer and Deputy Treasurer are hereby authorized to invest district monies in accordance with Article 35, Section 1723 of the Education Law and Board of Education Policy 6240.

**21. AUTHORIZATION OF FACSIMILE SIGNATURE**

Be it resolved that the District Treasurer, Deputy Treasurer and Assistant Superintendent for Personnel & Administration of the Valley Stream Central High School District are authorized to either sign checks manually or by stamp or machine for the purpose of inscribing facsimile signatures; and shall maintain control of his/her own facsimile signature plate.

**22. ESTABLISHMENT OF EXTRA-CLASSROOM ACTIVITIES FUND AND STUDENT TRUST AND AGENCY FUND ACCOUNTS**

Be it resolved that the following funds be and are hereby established for the deposit of all Extra-classroom Activities Funds and all Student Trust and Agency Funds; and Be it further resolved that the bank is hereby authorized to pay checks drawn on the accounts listed below when signed by the fund treasurer and countersigned by the school principal or Superintendent of Schools:

- a. Central High School: Chase Checking & Savings  
Treasurer: Ms. Jessica Garabedian  
Principal: Dr. Joseph Pompilio
  
- b. Memorial Junior High School: Chase Checking & Savings  
Treasurer: Ms. Jennifer Scallan  
Principal: Dr. Kathleen Walsh
  
- c. North High School: HSBC  
Treasurer: Ms. Rosemarie Cuccia  
Principal: Mr. Clifford Odell
  
- d. South High School: NEFCU Checking & Savings/CD & Capital One  
Treasurer: Ms. Ethel McKenna  
Principal: Ms. Maureen Henry
  
- e. Congressman Raymond McGrath Scholarship Fund: Chase  
Treasurer: Ms. Linda Gillespie  
Deputy Treasurer: \_\_\_\_\_

**23. BONDING OF TREASURERS OF EXTRA-CLASSROOM ACTIVITIES FUNDS AND STUDENT TRUST AND AGENCY FUNDS**

Be it resolved that the treasurers of the Extra-classroom Activities Funds and Student Trust and Agency Funds are to be insured by a blanket bond policy up to \$100,000 each.

*On motion of Trustee Stewart, seconded by Trustee Cummings and carried unanimously, the Board approved items 24 and 25.*

24. ESTABLISHMENT OF PETTY CASH FUNDS

Be it resolved that the following Petty Cash Funds are hereby established for the payment in advance of authorization of properly itemized bills for materials, supplies or services to the District under conditions calling for immediate payment thereof. Such monies as the Board of Education may from time to time authorize shall become a part of such Petty Cash Funds; and

Be it further resolved that in the administration of such Petty Cash Funds, compliance be had with regulations of the Commissioner of Education now or hereafter in force. All petty cash funds are in the amount of \$100.

<u>Petty Cash Fund Amount</u>	<u>Fund Custodian</u>
Board of Education	District Clerk
Superintendent of Schools	Secretary to Superintendent
Administration	Asst. Superintendent for Finance and Operations
Central High School	Principal
Memorial Junior High School	Principal
North High School	Principal
South High School	Principal
Adult School	District Director of Instruction, Funded Programs & Grants
Summer School	Principal of Summer School
Instructional Services Center	Supervisor of ISC

25. DATES AND TIMES OF BOARD COMMITTEE MEETINGS AND BUSINESS MEETINGS

Be it resolved that the Board Committee Meetings, to review materials on which action will be taken at the regular meetings, are scheduled to be held on the first Tuesday of each month, at 8:00 p.m. in the Board Room at One Kent Road, Valley Stream, New York. An Executive Session will be held at 7:00 p.m., unless otherwise noted. The Board of Education may choose to take action at any Committee Meeting.

None in July	November 3	March 2
None in August	December 1	None in April
None in September	January 5	May 4
October 6	January 9 (Sat.)	June 1
	February 2	

Be it resolved that the Business Meetings of the Board of Education are scheduled to be held on the second Tuesday of each month in the Board Room at One Kent Road, Valley Stream, New York or at one of the district schools. Executive Session will be held at 7:00 p.m., unless otherwise noted. The regular business meeting will begin at 8:00 p.m., unless otherwise noted.

July 14	November 10	March 9
August 25	December 8	April 6
September 8	January 12	May 11
October 13	February 9	June 8
		July 13

*On motion of Trustee Stewart, seconded by Trustee Cummings and carried unanimously, the Board approved items 26 – 34.*

26. MEMBERSHIP IN ASSOCIATIONS FOR THE 2009-10 SCHOOL YEAR

Be it resolved that the Valley Stream Central High School District may join the following Associations for the 2009-10 school year:

- American Association of School Administrators
- American Educational Research Association
- Association of School Business Officials - National, State and Local
- Association of School Personnel Administrators - National, State and Local
- Association of Supervision and Curriculum Development - National, State and Local
- Nassau Association of District Curriculum Officials
- Nassau County Council of School Superintendents
- National Association of Secondary School Principals
- National School Boards Association
- National Staff Development Council
- New York State Computer and Technology Educators
- New York State Council of School Superintendents
- New York State School Boards Association
- New York State School Boards Technology Leadership Network
- Phi Delta Kappa International
- State Association of Municipal Purchasing Officials

27. ATTENDANCE AT CONFERENCES

Be it resolved that Board Members and officers of the Board are authorized to attend the following conferences at the expense of the district:

Scope Educational Conference, L.I., N.Y. (date to be determined)

New York State School Boards Association, New York City, New York,  
October 15 – 18, 2009

American Association of School Administrators, Phoenix, Arizona, February 11 – 13, 2010.

National School Boards Association, Chicago, Illinois, April 10 – April 13, 2010.



28. SUBSCRIPTION TO NEWSPAPERS

Be it resolved that Board Members, at their request, shall be provided a subscription to any (or all) of the following community newspapers: Valley Stream Herald, Franklin Square/Elmont Herald, Malverne/West Hempstead Herald, Lynbrook/East Rockaway Herald, Elmont Herald, Franklin Square Bulletin, Three Village Times, or the South Shore Tribune, the cost of which will be borne by the School District

29. ATTENDANCE AT NEW YORK STATE SCHOOL BOARDS ASSOCIATION FUNCTIONS

Be it resolved that Board members, officers of the Board and school administrators are authorized to attend the New York State School Boards Association conferences, seminars and academies at the expense of the district.

30. ELECTION OF VOTING DELEGATE TO NYSSBA ANNUAL MEETING

Be it resolved that the Board nominate the Board President as its voting delegate for the annual meeting of the New York State School Boards Association.

31. ELECTION OF VOTING DELEGATE ALTERNATE TO NYSSBA ANNUAL MEETING

Be it resolved that the Board nominate Cristobal Stewart as its voting delegate alternate for the annual meeting of the New York State School Boards Association.

32. AUTHORIZATION TO RE-ESTABLISH RESERVE ACCOUNTS

Be it resolved that the Board of Education hereby reaffirms the authorization for the following reserve accounts as prescribed under General Municipal law and/or Education Law: Workers Compensation Reserve, Unemployment Reserve, Employee Benefit Accrued Liability Reserve, Capital Reserve, Insurance Reserve, and Debt Service Reserve.

Be it further resolved that the Board of Education authorizes the funding of these reserves, as of July 1, 2009 as follows: Workers Compensation Reserve \$2,776,155.80 (maximum funding amount), Unemployment Reserve \$42,633.75, Employee Benefit Accrued Liability Reserve \$5,991,319.82, Capital Reserve \$2,950,837.00, Insurance Reserve \$109,316.00 and Debt Service Reserve \$1,729,123.79.

33. FEDERAL AND STATE AID FUNDS

Be it resolved that the Board authorizes the Superintendent of Schools to act as the school district representative in the application for the administration of federal and state funds.

34. APPOINTMENT OF TITLE IX CO-COORDINATORS/COMPLIANCE OFFICERS

Be it resolved that the Assistant Superintendent for Personnel & Administration and the Director of Instruction, Funded Programs and Grants be appointed as Compliance Officers for Title IX.

*On motion of Trustee Stewart, seconded by Trustee Chiachiere and carried unanimously, the Board approved items 35 – 37.*

35. APPOINTMENT OF SECTION 504 COMPLIANCE OFFICER

Be it resolved that the Assistant Superintendent for Personnel & Administration be designated as Compliance Officer for Section 504 matters.

36. APPOINTMENT OF COMMITTEES

Be it resolved that the following committees are appointed:

Education Committee

Cristobal Stewart, Chair  
Ian Wraith  
Frank Chiachiere

Business Committee

Anthony Iadevaio, Chair  
Kenneth Cummings  
Jeanne Greco Jacobs

Policy Committee

William Stris, Chair  
Elise Antonelli

Exchange of Community Information

All

Board Negotiating Committee (BNC)

- **Valley Stream Assoc. of Education Office Personnel**  
Anthony Iadevaio  
Kenneth Cummings  
William Stris
- **Valley Stream Teachers Assoc. Registered Nurses Unit**  
Ian Wraith  
Frank Chiachiere  
Cris Stewart

37. DATES OF BUDGET HEARINGS, REGISTRATION, ANNUAL DISTRICT MEETING, AND VOTING

Be it resolved that the following dates are approved:

Dates of Budget Hearings

District 13	Wednesday, May 5, 2010	7:30 p.m.	James A. Dever
District 24	Thursday, May 6, 2010	8:15 p.m.	Buck School
District 30	Monday, May 10, 2010	7:00 p.m.	Shaw Ave. School

Registration

Tuesday, May 11, 2010 (continuous registration)

District 13 Dever, Howell, Wheeler, Willow  
District 24 Brooklyn, Buck, Carbonaro  
District 30 Clearstream, Forest, Shaw

Voting

Tuesday, May 18, 2010  
6 a.m. to 9 p.m. in Districts 13, 24 and 30

38. DESIGNATION OF OFFICIAL NEWSPAPERS OF THE DISTRICT

On motion of Trustee Stewart, seconded by Trustee Cummings and carried unanimously, the Board approved the following as the official newspapers of the Valley Stream Central High School District:

The Valley Stream Herald  
Three Village Times  
Newsday

39. APPOINTMENT OF LIAISON TO BOCES

On motion of Trustee Stewart, seconded by Trustee Cummings and carried unanimously, the Board appointed William Stris to act as liaison to BOCES, as well as to serve on the BOCES Budget Advisory Committee.

*On motion of Trustee Stewart, seconded by Trustee Cummings and carried unanimously, the Board approved items 40 – 47.*

40. READOPTATION OF POLICIES AND REGULATIONS

Be it resolved that all policies and regulations previously established by the Board of Education be readopted.

41. ADOPTION OF DISTRICT PHYSICAL EDUCATION PLAN

Be it resolved that the District Physical Education Plan be adopted for the 2009-10 school year. A copy of the Physical Education Plan is attached.

42. READOPTATION OF ACADEMIC INTERVENTION SERVICES PLAN

Be it resolved that the Academic Intervention Services Plan be readopted for the 2009-10 school year. A copy of the Academic Intervention Services Plan is attached.

43. READOPTATION OF SPECIAL EDUCATION DISTRICT PLAN

Be it resolved that the Special Education District Plan be readopted for the 2009-10 school year. A copy of the Special Education District Plan is attached.

44. READOPTATION OF PROFESSIONAL DEVELOPMENT PLAN

Be it resolved that the Professional Development Plan be readopted for the 2009-10 school year. A copy of the Professional Development Plan is attached.

45. READOPTATION OF CODE OF CONDUCT

Be it resolved that the Code of Conduct be readopted for the 2009-10 school year. A copy of the Code of Conduct will be on file in the office of the Assistant Superintendent for Personnel and Administration.

46. REVISION OF DISTRICT EMERGENCY PLAN

Be it resolved that the District Emergency Plan be adopted for the 2009-10 school year. A copy of the District Emergency Plan will be on file in the office of the Assistant Superintendent for Finance and Operations. (attachment)

47. DESIGNATION OF PERSON AUTHORIZED TO TRANSFER FUNDS

Be it resolved that the Superintendent of Schools or his designee be authorized to (1) transfer funds within function codes and (2) transfer up to \$10,000 between function codes. All other transfers require prior Board of Education approval.

*On motion of Trustee Stewart, seconded by Trustee Cummings and carried unanimously, the Board approved items 48 – 52.*

48. DESIGNATION OF PERSONS AUTHORIZED TO ACCEPT SERVICE OF PLEADINGS AND SUPPORTING PAPERS

Be it resolved that in the event that the Valley Stream Central High School District is named as a party respondent, service upon such school district shall be deemed proper only if the petition is personally served upon one of the following individuals: the District Clerk, any member of the Board of Education, the Superintendent of Schools or his designee.

49. DETERMINATION OF RESIDENCY

Be it resolved that the Board, in accordance with Section 100.2(y) of the Regulations of the Commissioner of Education of the State of New York, appoints the Superintendent of Schools, the Assistant Superintendent for Personnel and Administration or the Superintendent's designee to conduct hearings and to determine whether a child is entitled to attend the schools of the district.

50. AUTHORIZED SIGNATURE FOR NASSAU COUNTY CIVIL SERVICE COMMISSION

Be it resolved that the Board, in accordance with Sections 95, 100 and 101 of the New York State Civil Service Law, authorize the Superintendent of Schools to accept responsibility for signing payroll certifications. This responsibility cannot be designated.

51. READOPTED OF PUBLIC OFFICERS LAW 18

Be it resolved that the Board of Education re-adopt the provisions of Public Officers Law 18 and agree to confer the benefits of said law to its officers, employees and volunteers, as applicable.

52. ADOPTION OF 2009-2010 DISTRICT TABLE OF ORGANIZATION

Be it resolved that the Board of Education adopt the 2009-2010 Table of Organization as presented by the Superintendent of Schools. The Table of Organization is attached.

53. OTHER MATTERS PERTAINING TO REORGANIZATION

54. COMMENCEMENT OF REGULAR BUSINESS MEETING

On motion of Trustee Iadevaio, seconded by Trustee Stewart and carried unanimously, the Reorganization meeting adjourned at 7:44 p.m. and the commencement of the regular Business Meeting began at 7:45 p.m.

District Clerk