

**BOARD OF EDUCATION
LEVITTOWN UNION FREE SCHOOL DISTRICT
LEVITTOWN, NY**

DATE: July 2, 2013

ORGANIZATIONAL MEETING

MINUTES

THE ORGANZATIOAL MEETING OF THE BOARD OF EDUCATION, was duly called and held on Tuesday July 2, 2013 in the Board Meeting Room of the Levittown Memorial Education Center.

CERTIFICATION:

The District Clerk certified that pursuant to Section 104, Open Meetings Law, notice of meeting was sent to the local newspapers, the Public Library and posted on the district's website. Further, all members of the Board of Education had due notice of said meeting.

PRESENT:

BOARD MEMBERS

Ms. Peggy Marenghi
Mr. James Moran
Mr. Michael Pappas
Mr. Peter Porrazzo
Mr. Edward Powers
Mr. Kevin Regan
Mr. Frank Ward

ADMINISTRATION

Dr. James Grossane – Superintendent of Schools
Ms. Debbie Rifkin – Assistant Superintendent
Ms. Darlene Rhatigan – Assistant Superintendent
Mr. Mark Flower– Assistant Superintendent –excused absence

OTHERS

Mr. Bob Cohen – Legal Counsel
Ms. Elizabeth Appelbaum – District Clerk
Mr. Brian Zilli – MacArthur Student Liaison

OATH OF OFFICE – BOARD MEMBER

Ms. Peggy Marenghi and Mr. James Moran

I. CALL TO ORDER

- A.** Pledge of Allegiance
- B.** Mr. Pappas, called the Organizational Board Meeting to order at 6:00 PM. On a motion by Mr. Porrazzo, seconded by Mr. Regan and approved (7-0) that the Board adjourn to Executive Session to discuss items on the Executive Session Agenda relating to negotiations.
- C.** The Board reconvened to Public Session at 7:50 PM at which time Mr. Pappas asked everyone for a moment of silence for our troops fighting overseas and the nineteen firefighters who lost their lives in the Arizona fires.

**BOARD OF EDUCATION
LEVITTOWN UNION FREE SCHOOL DISTRICT
LEVITTOWN, NY**

DATE: July 2, 2013

ORGANIZATIONAL MEETING

Page – 2.

ORGANIZATIONAL MEETING – Continued.

ELECTION OF TEMPORARY CHAIRPERSON

MOTION: Mr. Regan nominated Mr. Powers for the position of Temporary Chairperson.

RESOLUTION # 13-14-01
Temporary Chairperson

Seconded: Mr. Ward

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

ELECTED TEMPORARY CHAIRPERSON:

Ed Powers

APPOINTMENT OF TEMPORARY SECRETARY TO RECORD MEETING

MOTION: Ms. Marengi nominated Mr. Moran for the position of Temporary Secretary to Record Meeting.

RESOLUTION # 13-14-02
Temporary Secretary to
Record Meeting

Seconded: Mr. Porrazzo

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

APPOINTMENT OF TEMPORARY SECRETARY TO RECORD THIS MEETING:

James Moran

ELECTION OF PRESIDENT OF BOARD OF EDUCATION

MOTION: Mr. Pappas nominated Mr. Regan for the position of President of the Board of Education.

RESOLUTION # 13-14-03
President of Board
of Education

Seconded: Mr. Porrazzo

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

ELECTED PRESIDENT OF THE BOARD OF EDUCATION:

Kevin Regan

**BOARD OF EDUCATION
LEVITTOWN UNION FREE SCHOOL DISTRICT
LEVITTOWN, NY**

DATE: July 2, 2013

ORGANIZATIONAL MEETING

Page – 3.

ORGANIZATIONAL MEETING – Continued.

ELECTION OF VICE-PRESIDENT OF BOARD OF EDUCATION

MOTION: Mr. Porrazzo nominated Ms. Marengi for the position of Vice President of the Board of Education.

RESOLUTION # 13-14-04
Vice President of Board of
Education

Seconded: Mr. Moran

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

ELECTED VICE PRESIDENT OF BOARD OF EDUCATION:

Peggy Marengi

ELECTION OF SECRETARY OF BOARD OF EDUCATION

MOTION: Mr. Regan nominated Mr. Powers for the position of Secretary of the Board of Education.

RESOLUTION # 13-14-05
Secretary of the Board
of Education

Seconded: Mr. Ward

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

ELECTION OF SECRETARY OF BOARD OF EDUCATION:

Edward Powers

APPOINTMENT OF DISTRICT CLERK

MOTION: Mr. Pappas moved that Elizabeth Appelbaum be appointed for the position of District Clerk for the 2013-2014 school year, at a salary of \$46,926 (plus \$3,000 stipend) per year.

RESOLUTION #13-14-06
District Clerk

Seconded: Mr. Porrazzo

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

APPOINTED DISTRICT CLERK:

Elizabeth Appelbaum

**BOARD OF EDUCATION
LEVITTOWN UNION FREE SCHOOL DISTRICT
LEVITTOWN, NY**

DATE: July 2, 2013

ORGANIZATIONAL MEETING

Page – 4.

ORGANIZATIONAL MEETING – Continued.

APPOINTMENT OF TREASURER

MOTION: Mr. Ward moved that Ping-Yann Chou be appointed for the position of Treasurer, at no additional salary, with the amount of bond fixed at \$1,000,000.

RESOLUTION # 13-14-07
Treasurer

Seconded: Mr. Regan

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

APPOINTED TREASURER:

Ping-Yann Chou

APPOINTMENT OF ASSISTANT TREASURER

MOTION: Ms. Marenghi moved that Mark Flower be appointed to the position of Assistant Treasurer at no additional salary, with the amount of bond fixed at \$1,000,000.

RESOLUTION #13-14-08
Assistant Treasurer

Seconded: Mr. Moran

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

APPOINTED ASSISTANT TREASURER:

Mark Flower

APPOINTMENT OF PURCHASING AGENT

MOTION: Mr. Marenghi moved that Jeanne Sciamè be appointed to the position of Purchasing Agent for the 2013-2014 school year at no additional salary; and in her absence, the Assistant Superintendent for Business and Finance with no additional salary.

RESOLUTION # 13-14-09
Purchasing Agent

Seconded: Mr. Regan

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

APPOINTED PURCHASING AGENT:

Jeanne Sciamè

**BOARD OF EDUCATION
LEVITTOWN UNION FREE SCHOOL DISTRICT
LEVITTOWN, NY**

DATE: July 2, 2013

ORGANIZATIONAL MEETING

Page – 5.

ORGANIZATIONAL MEETING – Continued.

APPOINTMENT OF ATTORNEY

MOTION: Mr. Pappas moved that Lamb & Barnosky, LLP be appointed as Attorney for regular school business as per the submitted RFP.

RESOLUTION # 13-14-10
Attorney

Seconded: Mr. Porrazzo

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**APPOINTED ATTORNEY:
Lamb & Barnosky**

APPOINTMENT OF EXTERNAL AUDITOR

MOTION: Mr. Porrazzo moved that R.S. Abrams & Co., LLP, be appointed External Auditor for the school district for the school year 2013-2014 to render such services and report as required by law and as have been customarily received by the Board of Education at a compensation as per the submitted RFP; said payment to be inclusive of disbursements and/or expenses.

RESOLUTION #13-14-11
External Auditor

Seconded: Mr. Moran

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**APPOINTED EXTERNAL AUDITOR:
R.S. Abrams & Co., LLP**

APPOINTMENT OF INSURANCE BROKER OF RECORD

MOTION: Mr. Moran moved that New York Schools Insurance Reciprocal be appointed as Insurance Broker of Record for the year 2013-2014.

RESOLUTION # 13-14-12
Insurance Broker of School
Record

Seconded: Mr. Ward

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**APPOINTED INSURANCE BROKER OF RECORD:
New York Schools Insurance Reciprocal**

**BOARD OF EDUCATION
LEVITTOWN UNION FREE SCHOOL DISTRICT
LEVITTOWN, NY**

DATE: July 2, 2013

ORGANIZATIONAL MEETING

Page – 6.

ORGANIZATIONAL MEETING – Continued.

APPOINTMENT OF INTERNAL AUDITOR

MOTION: Mr. Pappas moved that Cullen & Danowski, LLP, be appointed Internal Auditor for the school district for the school year 2013-2014 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.

RESOLUTION # 13-14-13
Internal Auditor

Seconded: Mr. Powers

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**APPOINTED INTERNAL AUDITOR:
Cullen & Danowski, LLP**

APPOINTMENT OF INTERNAL CLAIMS AUDITOR

MOTION: Mr. Regan moved that Albrecht, Viggiano, Zureck & Co., PC CPA be appointed Internal Claims Auditor for the school district for the school year 2013-2014 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.

RESOLUTION # 13-14-14
Internal Claims Auditor

Seconded: Ms. Marenghi

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**APPOINTED INTERNAL CLAIMS AUDITOR:
Albrecht, Viggiano, Zureck & Co., PC CPA**

APPOINTMENT OF MEDICAL INSPECTORS

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

RESOLUTION # 13-14-15
Appointment of Medical
Inspectors

Dr. Suanne Kowal-Connelly and Dr. Salvatore Corso

Seconded: Mr.Pappas

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**APPOINTMENT OF MEDICAL INSPECTORS:
Dr. Suanne Kowal-Connelly and Dr. Salvatore Corso**

**BOARD OF EDUCATION
LEVITTOWN UNION FREE SCHOOL DISTRICT
LEVITTOWN, NY**

DATE: July 2, 2013

ORGANIZATIONAL MEETING

Page – 7.

ORGANIZATIONAL MEETING – Continued.

APPOINTMENT OF MEDICAL REVIEW OFFICER

MOTION: Mr. Powers moved that Partners in Safety, be appointed as the Medical Review Officer for the district for the 2013-2014 school year to provide individual drug and alcohol tests at a fee of \$50/\$40 per person

RESOLUTION # 13-14-16
Medical Review Officer

Seconded: Mr. Ward

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**APPOINTED MEDICAL REVIEW OFFICER:
Partners In Safety**

DESIGNATION OF OFFICIAL NEWSPAPERS

MOTION: Mr. Moran moved that at the discretion of the Levittown Board of Education and the Superintendent, that Newsday, the Levittown Tribune, Wantagh/Seaford Citizen, New York Times and Penneysaver be designated as the newspapers for the 2013-2014 school year.

RESOLUTION # 13-14-17
Official Newspapers

Seconded: Ms. Marenghi

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**APPOINTED OFFICIAL NEWSPAPERS:
Newsday, Levittown Tribune, Wantagh/Seaford Citizen
New York Times and Penneysaver**

DESIGNATION OF DEPOSITORIES

MOTION: Mr. Regan moved that JP Morgan Chase, and HSBC be designated as Official Depositories.

RESOLUTION # 13-14-18
Depositories

Seconded: Mr. Powers

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**DESIGNATION OF DEPOSITORIES:
JP Morgan Chase and HSBC**

**BOARD OF EDUCATION
LEVITTOWN UNION FREE SCHOOL DISTRICT
LEVITTOWN, NY**

DATE: July 2, 2013

ORGANIZATIONAL MEETING

Page – 8.

ORGANIZATIONAL MEETING – Continued.

DESIGNATION OF ALTERNATE TO SIGN CHECKS

MOTION: Mr. Porrazzo moved that the President of the Board of Education be designated to sign checks in the absence of the Treasurer and Assistant Treasurer.

RESOLUTION # 13-14-19
Alternate To Sign Checks

Seconded: Mr. Powers

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**DESIGNATION OF ALTERNATE TO SIGN CHECKS:
President of the Board of Education**

DESIGNATION OF 403(b) AND 457 RETIREMENT SAVINGS PLAN PROVIDERS

MOTION: Mr. Ward moved that the ING National Trust-NY, American Fund/Capital Guardian, Diversified Investment Advisors, AXA Equitable Life Insurance Company, Mass Mutual VA, Legend Group/ADSERV, Lincoln Investment Planning, Union Central, Mutual Inc/Plan Member Services, Oppenheimer Shareholder Services, Aspire Financial Services, Mutual Inc., Fidelity Management Trust, Union Central Life, Met Life and New York State Deferred Compensation as official providers.

RESOLUTION #13-14-20
Designation of Annuity
Companies

Seconded: Mr. Moran

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

DESIGNATION OF ANNUITY COMPANIES:

**ING National Trust-NY, American Fund/Capital Guardian, Diversified Investment Advisors
AXA Equitable Life Insurance Company, Mass Mutual VA, Legend Group/ADSERV, Lincoln Investment Planning,
Union Central, Mutual Inc/Plan Member Services Oppenheimer Shareholder Services, Aspire Financial Services,
Mutual Inc., Fidelity Management Trust, Union Central Life, Met Life and New York State Deferred Compensation**

APPOINTMENT OF THIRD PARTY ADMINISTRATOR FOR 403(b) AND 457 RETIREMENT PLAN PROVIDERS

MOTION: Mr. Regan moved that OMNI is appointed as third party administrator for 403(b) and 457 Retirement Saving Plan Providers.

RESOLUTION # 13-14-21
Third Party Administrator
for 403(b) and 457
Retirement Plan Providers

Second: Ms. Marengi

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**THIRD PARTY ADMINISTRATOR FOR 403(b) AND 457 RETIREMENT PLAN PROVIDERS
OMNI**

**BOARD OF EDUCATION
LEVITTOWN UNION FREE SCHOOL DISTRICT
LEVITTOWN, NY**

DATE: July 2, 2013

ORGANIZATIONAL MEETING

Page – 9.

ORGANIZATIONAL MEETING – Continued.

APPOINTMENT OF THIRD PARTY ADMINISTRATOR FOR WORKERS' COMPENSATION

MOTION: Mr. Pappas moved that Wright Risk Management, LLC is appointed as third party administrator for Workers' Compensation for the 2013-2014 school year.

RESOLUTION # 13-14-22
Third Party Administrator
for Workers' Compensation

Second: Mr. Porrazzo

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**THIRD PARTY ADMINISTRATOR FOR WORKERS' COMPENSATION
Wright Risk Management, LLC**

APPOINTMENT OF DELEGATE TO NASSAU-SUFFOLK SCHOOL BOARDS ASSOCIATION

MOTION: Mr. Powers moved that Mr. Ward be appointed official delegate to the Nassau-Suffolk School Boards Association.

RESOLUTION # 13-14-23
Delegate to Nassau- Suffolk
School Boards Association

Seconded: Ms. Marenghi

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**DELEGATE TO NASSAU-SUFFOLK SCHOOL BOARDS ASSOCIATION:
Frank Ward**

MILEAGE COMPENSATION

MOTION: Mr. Ward moved that the mileage rate for employee use of personal cars in the conduct of District business be approved at the district prevailing rate per mile.

RESOLUTION # 13-14-24
Mileage Compensation

Seconded: Mr. Regan

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**MILEAGE COMPENSATION
District prevailing rate per mile**

**BOARD OF EDUCATION
LEVITTOWN UNION FREE SCHOOL DISTRICT
LEVITTOWN, NY**

DATE: July 2, 2013

ORGANIZATIONAL MEETING

Page – 10.

ORGANIZATIONAL MEETING – Continued.

CIVIL RIGHTS COMPLAINT OFFICER

MOTION: Mr. Marengi moved that Darlene Rhatigan be appointed Civil Rights Compliance Officer of the Levittown Public Schools for the 2013-2014 school year and, in her absence, Mark Flower.

RESOLUTION # 13-14-25
Civil Rights Compliance
Officer

Seconded: Mr. Pappas

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

APPOINTMENT OF CIVIL RIGHTS COMPLAINT OFFICER
Darlene Rhatigan

II. ADJOURN

MOTION: Mr. Pappas moved, seconded by Mr. Ward to adjourn the public meeting 8:12 PM.

ADJOURNMENT

Respectfully submitted

Elizabeth Appelbaum
District Clerk