

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

DATE: July 5, 2011

ORGANIZATIONAL MEETING

MINUTES

THE ORGANZATIOAL MEETING OF THE BOARD OF EDUCATION, was duly called and held on Tuesday, July 5, 2011 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
Dr. George Chesterton– Consultant to Business Office

OTHERS

Ms. Elizabeth Appelbaum – District Clerk
Mr. Bob Cohen – Legal Counsel
Ms. Ellen Chaleff - Division Avenue Student Liaison

OATH OF OFFICE – BOARD MEMBER

Mr. Frank Ward

OATH OF OFFICE – SUPERINTENDENT OF SCHOOLS

Dr. James Grossane

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Organizational Meeting was called to order at 7:40 PM. Mr. Pappas asked everyone to stand for the Pledge of Allegiance and a moment of silence for the troops serving us overseas.

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

DATE: July 5, 2011

ORGANIZATIONAL MEETING

Page – 2.

ORGANIZATIONAL MEETING – Continued.

ELECTION OF TEMPORARY CHAIRPERSON

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

RESOLUTION # 11-12-01
Temporary Chairperson

Seconded: Mr. Regan

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

ELECTED TEMPORARY CHAIRPERSON:

Ed Powers

APPOINTMENT OF TEMPORARY SECRETARY TO RECORD MEETING

MOTION: Mr. Powers nominated Mr. Regan for the position of Temporary Secretary to Record Meeting.

RESOLUTION # 11-12-02
Temporary Secretary to
Record Meeting

Seconded: Mr. Ward

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

APPOINTMENT OF TEMPORARY SECRETARY TO RECORD THIS MEETING:

Kevin Regan

ELECTION OF PRESIDENT OF BOARD OF EDUCATION

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

RESOLUTION # 11-12-03
President of Board
of Education

Seconded: Ms. Marenghi

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

ELECTED PRESIDENT OF THE BOARD OF EDUCATION:

Michael Pappas

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

DATE: July 5, 2011

ORGANIZATIONAL MEETING

Page – 3.

ORGANIZATIONAL MEETING – Continued.

ELECTION OF VICE-PRESIDENT OF BOARD OF EDUCATION

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

RESOLUTION # 11-12-04
Vice President of Board
of Education

Seconded: Mr. Pappas

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

ELECTED VICE PRESIDENT OF BOARD OF EDUCATION:

Peter Porrazzo

ELECTION OF SECRETARY OF BOARD OF EDUCATION

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

RESOLUTION # 11-12-05
Secretary of the Board
of Education

Seconded: Mr. Porrazzo

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

ELECTION OF SECRETARY OF BOARD OF EDUCATION:

Kevin Regan

APPOINTMENT OF DISTRICT CLERK

MOTION: Mr. Regan moved that Elizabeth Appelbaum be appointed for the position of District Clerk for the 2012-2013 school year, at a salary of \$46,006 per year (plus \$3,000 stipend).

RESOLUTION #11-12-06
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 5, 2011

ORGANIZATIONAL MEETING

Page – 4.

ORGANIZATIONAL MEETING – Continued.

APPOINTMENT OF TREASURER

MOTION: Mr. Moran moved that Ping-Yann Chou be appointed for the position of Treasurer, at no additional salary, with the amount of bond fixed at \$500,000.

RESOLUTION # 11-12-07
Treasurer

Seconded: Mr. Porrazzo

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

APPOINTED TREASURER:

Ping-Yann Chou

APPOINTMENT OF ASSISTANT TREASURER

MOTION: Mr. Ward moved that Linda Haas be appointed to the position of Assistant Treasurer at no salary, with the amount of bond fixed at \$500,000.

RESOLUTION #11-12-08
Assistant Treasurer

Seconded: Mr. Pappas

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

APPOINTED ASSISTANT TREASURER:

Linda Haas

APPOINTMENT OF PURCHASING AGENT

MOTION: Mr. Porrazzo moved that Jeanne Sciamè be appointed to the position of Purchasing Agent for the 2011-2012 school year at no additional salary; and in her absence, the Assistant Superintendent for Business and Finance with no additional salary.

RESOLUTION # 11-12-09
Purchasing Agent

Seconded: Mr. Ward

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 5, 2011

ORGANIZATIONAL MEETING

Page – 5.

ORGANIZATIONAL MEETING – Continued.

APPOINTMENT OF ATTORNEY

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

RESOLUTION # 11-12-10
Attorney

Seconded: Ms. Marengi

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**APPOINTED ATTORNEY:
Lamb & Barnosky**

APPOINTMENT OF EXTERNAL AUDITOR

MOTION: Mr. Pappas moved that R.S. Abrams & Co., LLP, be appointed External Auditor for the school district for the school year 2011-2012 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 #11-12-11
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. Regan moved that New York Schools Insurance Reciprocal be appointed as Insurance Broker of Record for the school year 2011-2012.

RESOLUTION # 11-12-12
Insurance Broker of
Record

Seconded: Ms. Marengi

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 5, 2011

ORGANIZATIONAL MEETING

Page – 6.

ORGANIZATIONAL MEETING – Continued.

APPOINTMENT OF INTERNAL AUDITOR

MOTION: Mr. Ward moved that Coughlin Foundotos Cullen & Danowski, LLP, be appointed Internal Auditor for the school district for the school year 2011-2012 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 # 11-12-13
Internal Auditor

Seconded: Mr. Porrazzo

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**APPOINTED INTERNAL AUDITOR:
Coughlin Foundotos 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 2011-2012 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 # 11-12-14
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: Ms. Marenghi moved that the following be appointed as Medical Inspectors at a contractual rate of \$15,000 per year:

RESOLUTION # 11-12-15
Appointment of Medical
Inspectors

Dr. Suanne Kowal-Connelly and Dr. Salvatore Corso

Seconded: Mr. Regan

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 5, 2011

ORGANIZATIONAL MEETING

Page – 7.

ORGANIZATIONAL MEETING – Continued.

APPOINTMENT OF MEDICAL REVIEW OFFICER

MOTION: Mr. Regan moved that Partners in Safety, be appointed as the Medical Review Officer for the district for the 2011-2012 school year to provide individual drug and alcohol tests at a fee of \$50/\$40 per person

RESOLUTION # 11-12-16
Medical Review Officer

Seconded: Mr. Pappas

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 2011-2012 school year.

RESOLUTION # 11-12-17
Official Newspapers

Seconded: Mr. Ward

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. Porrazzo moved that Bank of America, JP Morgan Chase, State Bank of Long Island, Capital One, TD Bank and HSBC be designated as Official Depositories.

RESOLUTION # 11-12-18
Depositories

Seconded: Ms. Marenghi

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

DESIGNATION OF DEPOSITORIES:
Bank of America, JP Morgan Chase, State Bank of Long Island
Capital One, TD Bank and HSBC

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

DATE: July 5, 2011

ORGANIZATIONAL MEETING

Page – 8.

ORGANIZATIONAL MEETING – Continued.

DESIGNATION OF ALTERNATE TO SIGN CHECKS

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

RESOLUTION # 11-12-19
Alternate To Sign Checks

Seconded: Ms. Marengi

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

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

DESIGNATION OF ANNUITY COMPANIES

MOTION: Mr. Moran moved that the ING Opportunity Plus, American Funds, Diversified Investment Advisors (Transamerica), AXA Advisors, LLC, Massmutual-Panorama, AXA Equitable, Legend Group, Lincoln Investment Plan, Union Central, Mutual Financial Services, Oppenheimer Securities, Smith Barney, and Fidelity and New York State Deferred Compensation as official annuity companies.

RESOLUTION #11-12-20
Designation of Annuity
Companies

Seconded: Mr. Porrazzo

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

**DESIGNATION OF ANNUITY COMPANIES:
ING Opportunity Plus, American Funds, Diversified Investment Advisors (Transamerica),
AXA Advisors, LLC, Massmutual-Panorama, AXA Equitable, Legend Group, Lincoln Investment Plan,
Union Central, Mutual Financial Services, Oppenheimer Securities, Smith Barney, and Fidelity and New York
State Deferred Compensation as official annuity companies.**

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

DATE: July 5, 2011

ORGANIZATIONAL MEETING

Page – 9.

ORGANIZATIONAL MEETING – Continued.

APPOINTMENT OF DELEGATE TO NASSAU-SUFFOLK SCHOOL BOARDS ASSOCIATION

MOTION: Mr. Moran moved that Ms. Marengi be appointed official delegate to the Nassau-Suffolk School Boards Association.

RESOLUTION # 10-11-21
Delegate to Nassau- Suffolk
School Boards Association

Seconded: Mr. Ward

MOTION CARRIED. Seven members present voting yes.

APPROVED 7-0.

DELEGATE TO NASSAU-SUFFOLK SCHOOL BOARDS ASSOCIATION:

II. ADJOURN

MOTION: Mr. Pappas moved, seconded by Mr. Porrazzo to adjourn the public meeting 7:55 PM.

ADJOURNMENT

Respectfully submitted

Elizabeth Appelbaum
District Clerk