

**MINUTES
JULY 17, 2012**

**HEMPSTEAD PUBLIC SCHOOLS
BOARD OF EDUCATION
REGULAR/SPECIAL MEETING
JULY 17, 2012
MINUTES**

The special/regular meeting of the Hempstead Public Schools Board of Education was held in the Superintendent's Office, 185 Peninsula Boulevard, Hempstead, New York 11550. The open session was held in the A.B.G.S. Middle School Band Box, 70 Greenwich Street, Hempstead, New York 11550. The meeting was called to order at 6:05 P.M. The immediately convened to executive session to discuss personnel at 6:07 P.M. by a 4/1 vote properly moved by Trustee Cross and seconded by Trustee Hobbs. (Trustee Ray –NO).

BOARD MEMBERS PRESENT:

Betty Cross	President
Waylyn Hobbs, Jr.	1 st Vice President
Shelley Brazley	Treasurer
Brandon V. Ray	Trustee
JoAnn Simmons	Trustee

STAFF MEMBERS PRESENT:

Patricia Garcia, Ph. D.	Superintendent
Stephanie Clagnaz, Ed. D.	Assistant Superintendent for Curriculum & Instruction
Robert Geras	Assistant Superintendent for Business & Operations
Julius Brown	Assistant Superintendent for Personnel
Deborah DeLong	Assistant Superintendent for Pupil Personnel Services
Nichelle Rivers, Ed. D.	Executive Director for School Improvement & Accountability
Patricia Wright	District Clerk
John Sheahan	General Counsel

Trustee Ray moved, seconded by Trustee Simmons to reconvene to opens session at 7:17 P.M.

MOTION

YES 5

MOTION CARRIED

To reconvene to open session

The pledge of allegiance was recited and a moment of silence was observed, the commenced proceeding for the regular business meeting. Public participation was entertained, all concerns were addressed by the Board, Superintendent and staff.

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Trustee Simmons moved, second by Trustee Ray to approve the consent calendar with the exception of the items marked independent action items.

MOTION YES 5 MOTION CARRIED

To approve the consent calendar

Trustee Simmons moved, seconded by Trustee Hobbs to convene to executive session for the 2nd time to discuss personnel at 8:51 P.M.

MOTION YES 5 MOTION CARRIED

To convene to executive session

Trustee Ray moved, seconded by Trustee Hobbs to reconvene to open session at 8:55 P.M.

MOTION YES 5 MOTION CARRIED

To reconvene to open session

90 DAY APPOINTMENTS

1. APPOINTMENTS OF BOARD OF EDUCATION STAFF

RESOLVED, that the Board of Education make to the following appointments:

DISTRICT CLERK

- a. **RESOLVED, that the Board of Education APPOINTS Patricia W. Wright as District Clerk for the 2012-2013 school year at the annual rate of pay of \$76,988.28. Appointed to 90 days on 7-2-12 and extend for the school year.**

Trustee Cross moved, seconded by Trustee Cross to approve the termination of the appointment as indicated in item b.

**ITEM B MOVED TO EXECUTIVE SESSION
INDEPENDENT ACTION ITEM**

SCHOOL BOARD ASSISTANT

- b. **Whereas** the Board of Education has appointed Joyce Brown to the position of School Board Assistant for a period of ninety (90) days on July 2, 2012,

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Whereas the Board of Education now wishes to terminate said appointment,

Now, therefore, the Board of Education terminates the appointment of Joyce Brown to the position of School Board Assistant effective Friday, July 20, 2012.

MOTION
To approve

YES 4
ABS. 1 (Trustee Ray)

MOTION CARRIED

termination of appointment

DISTRICT TREASURER

- c. **RESOLVED**, that the Board of Education **APPOINTS** Luz Valentin as the District Treasurer for the 2012-2013 School Year, at the same annual rate of pay as the 2011-2012 School Year. **(\$21,400 STIPEND FOR Treasurer duties) Appointed to 90 days on 7-2-12 and extend for the school year.**

DEPUTY TREASURER

- d. **RESOLVED**, that the Board of Education **APPOINTS** Maria Cavallero as Deputy District Treasurer for the 2012-2013 School Year, with no additional compensation above her regular salary. When the District Treasurer is absent, the Deputy District Treasurer will perform the duties of the District Treasurer. **Appointed to 90 days on 7-2-12 and extend for the school year.**

INTERNAL AUDITOR

RFP

- e. The Board of Education **APPOINTS Cerini & Associates** as the **Internal Auditor** for the 2012-2013 school year at an annual rate not to exceed \$47,900.00. All reports are to be given directly to the Board and the Audit Committee

EXTERNAL AUDITOR

RFP

- f. The Board of Education **APPROVES** Nawrocki & Smith , LLP as **External Claims Auditor** for the fiscal year 2012-2013. All reports are to be given directly to the Board and the Audit Committee

CLAIMS AUDITOR

RFP

- g. The Board of Education **APPROVES** to extend Deans & Archer , **for the Claims Auditor** for sixty (60) days.

ITEM H AUDIT COMMITTEE PULLED

~~INDEPENDENT ACTION ITEM~~

Trustee Simmons would like the current committee members to stay in place, this will be revisited at the next regular meeting with recommendations from the Board Members

AUDIT COMMITTEE

- h. **RESOLVED**, that the Board of Education approves the function of the Audit Committee to carry out the duties as mandated by the New York State Education Department for the 2012-2013 school year. The Committee shall consist of five individuals. ~~Mrs. JoAnn Simmons~~ will represent the Board of Education and serve as the Chairperson of the Audit Committee;

BE IT RESOLVED, that ~~Christine Mitchell Bush~~, Lamont Johnson and Seymour Edwards are appointed to serve as Committee members. The name of the other member to serve on this committee shall be appointed at a subsequent meeting;

BE IT FURTHER RESOLVED, that these appointments are without compensation except for approved training sessions and expenses associated with attending meetings(mileage). The Audit Committee shall make regular reports to the Board of Education on its findings and concerns. The Committee will schedule to meet with the Board of Education on a quarterly basis. At the final meeting of the school year, the Audit Committee shall prepare and present to the Board of Education its annual reports of findings and discuss the status of each item. (**Ask Board Members for recommendations**)

CONSULTING ACCOUNTANT

RFP

- i. **RESOLVED**, that the Board of Education **APPROVES a Cullen, Fondotos & Coughlin** , to perform the accounting services for the 2012-2013 school year at an annual rate not to exceed \$24,200.00.

GENERAL COUNSEL

RFP

- j. **RESOLVED**, that the Board of Education **APPOINTS Guercio & Guercio** Law firm, as General Counsel for the Board of Education, with a retainer of **\$70,000.00 per annum** for the 2012-2013 fiscal year. Any additional work of the attorneys shall be paid at an hourly rate of **\$ 265.00 for all attorneys**. (Letter of agreement will be on file).

LABOR COUNSEL

RFP

- k. **RESOLVED**, that the Board of Education **APPOINTS Lamb & Barnosky** law firm, as Labor Counsel for the Board of Education for the 2012-2013 school year. with a retainer of **\$67,500.00 per annum** for the 2012-2013 fiscal year. Any additional work of the attorneys shall be paid at an hourly rate of **\$ 265.00 for all attorneys**. (Letter of agreement will be on file).

BORROWING ATTORNEY

RFP

- l. **RESOLVED**, that the Board of Education **APPOINTS** the firm of **Hawkins, Delafield & Wood** to handle the legal aspects of the district borrowing, Tax Anticipation Notes, Revenue Anticipation Notes, Serial Bonds, Bond Anticipation Notes as may be necessary, for the 2012-2013 fiscal year. (Letter of Agreement is on file)

FISCAL ADVISORS

RFP

- m. **RESOLVED**, that the Board of Education **APPROVES** an New York Mutual Advisors Corporation (**NYMAC**) for the handling of all fiscal aspects of the districts borrowing : TANS, RANS, Serial Bonds, Bond Anticipation Notes as may be necessary for the 2012-2013 fiscal year. (Letter of agreement on file).

SCHOOL PHYSICIAN

RFP for students & staff

- n. **RESOLVED**, that the Board of Education **APPROVES** recommendation to appoint **Dr. Suanne Kowal-Connelly** to the position of **SCHOOL DISTRICT PHYSICIAN**, to provide **HEALTH SERVICES** for staff for the 2012-2013 school year beginning September 25, 2012 thru June 30, 2013 at an annual salary to provide health services to students at an annual

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salary of \$57,000.00 and \$33,000 for staff for the 2012-2013 school year without benefits.

2. OTHER APPOINTMENT AND DESIGNATIONS

CENTRAL TREASURER

- a. **RESOLVED**, that the Superintendent recommends the **appointment of** the principal of each respective school as **signators** for the various Student Activities Funds. The signature of the District Treasurer, shall be placed on each card, with the authority to sign in place of any of these persons in emergency situations. In all instances, however, two signatures shall be required. The following is a list of all the school principals who are signators for the Student Activities Funds in the District;

BE IT FURTHER RESOLVED, that the Central Treasurers shall be guided by all stipulations found in Policy #5252, including that when cash is collected, it shall be deposited daily with the District Treasurer.

<u>SCHOOL</u>	<u>PRINCIPAL</u>
College Preparatory Academy for Mathematics & Science	Dagaberto Artiles
College Preparatory Academy for Business & Law	James Thomas
College Preparatory Academy for Music & Arts	David Evans
ABGS	Hank Williams
Hempstead High	Dr. Johnetta Hill

ATTENDANCE OFFICER

- b. **RESOLVED**, that the Board of Education **APPROVES** the Superintendent's recommendation **to appoint** Carlos Ramirez as Attendance Officer for the 2012-2013 school year.

COMPLIANCE OFFICER

- c. **RESOLVED**, that the Board of Education **APPROVES** the Superintendent's recommendation **TO APPOINT** Mr. Julius Brown as Title IX Compliance Officer for the 2012-2013 school year **Appointed to 90 days on 7-2-12 and extend for the school year.**

RECORDS ACCESS OFFICER

- d. **RESOLVED**, that the Board of Education **APPROVES** the Superintendent's recommendation **to appoint Robert Cialone as Records Access Officer** for the 2012-2013 school year at no additional

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cost to the district. **Appointed to 90 days on 7-2-12 and extend for the school year.**

PURCHASING AGENT

- e. **RESOLVED**, that the Board of Education **APPROVES** the Superintendent's recommendation **to designate and appoint Robert Cialone** for the Hempstead School District for the 2012-2013 fiscal year, in accordance with the regulations of the Commissioner of Education. **Appointed to 90 days on 7-2-12 and extend for the school year.**

DEPUTY PURCHASING AGENT

- E2. **RESOLVED**, that the Board of Education **APPROVES** the Superintendent's recommendation **to designate and appoint Gerard Antione** for the Hempstead School District for the 2012-2013 fiscal year, in accordance with the regulations of the Commissioner of Education. **Appointed to 90 days on 7-2-12 and extend for the school year.**

RECORDS MANAGEMENT OFFICER

RESOLVED, that the Board of Education **APPROVES** the Superintendent's recommendation **to appoint Robert Cialone** as the **Records Management Officer** for the 2013-2013 school year at no additional cost to the district. **Appointed to 90 days on 7-2-12 and extend for the school year.**

ASBESTOS DESIGNEE & DOL PUBLIC WORKS COMPLIANCE OFFICER

- g. **RESOLVED**, that the Board of Education **APPROVES** the Superintendent's recommendation **to appoint Peter Cavassa** as the **Asbestos Designee and Department of Labor Public Works Compliance Officer** for the 2012-2013 school year at a cost not to exceed \$3000. **Appointed to 90 days on 7-2-12 and extend for the school year.**

PUBLIC RELATIONS FIRM

RFP

- h. **RESOLVED**, that the Board of Education **APPROVES** the Superintendent's recommendation **to appoint Syntax Communications** for the position of the School **PUBLIC RELATIONS FIRM** for the 2012-2013 school year, pursuant to the provisions of the proposed agreement. The appointment will include work on projects as defined in the agreement signed on June 9, for a fee not to exceed \$96,800.00. ~~Terminate as of 7-31-12~~ **ITEM H APPROVE AS AMENDED IN BOLD ITALIC WILL REMAIN ONN 90 DAYS.**

ITEMS NOT ACTED ON 7-2-12

ALL BANKS, SEE WHAT EACH BANK WILL OFFER DISTRICT

3. SIGNATORS

AUTHORIZED SIGNATURES

- a. **RESOLVED**, that the **School Lunch Reports** shall be signed by the Superintendent of Schools or his designee.
- b. **RESOLVED**, that the **Federal and State Projects Reports**, CSE and CPSE Reports shall be signed by the Superintendent of Schools & the Assistant Superintendent in charge of oversight for the Special Education oversight.
- c. **RESOLVED**, that audit and monitoring compliance reports shall be signed by the Superintendent of Schools or his/her designee.

4. DESIGNATIONS

DESIGNATIONS OF DEPOSITORIES

- a. **RESOLVED**, that Bank of America be designated as **depository of the General & Capital Fund** of the District and that all withdrawals from this account shall be made upon checks or facsimile signature of the Board President and District Treasurer.
- b. **RESOLVED**, that Bank of America be designated as **disbursement account of the General Fund** of the District and that all withdrawals of funds from this account be made upon checks signed by the physical signature or facsimile signature of the Board President and District Treasurer.
- c. **RESOLVED**, that Bank of America be designated as **depositor of the Payroll Account** and that all withdrawals of funds of the District from this account be made upon checks signed by the physical signature or the facsimile signature of the Board President and District Treasurer.
- d. **RESOLVED**, that Bank of America be designated as **depository of the Trust & Agency Fund Account** of the School District which withholding account includes all payroll deductions which the District is responsible for forwarding on a quarterly, monthly or payroll period basis.
BE IT FURTHER RESOLVED, that the **Board President and District Treasurer** shall be empowered either by physical signature or facsimile signature to sign the checks of such fund without further action of the Board.

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- e. **RESOLVED**, that Bank of America be designated as **depository of the Hempstead High School Extra Class Activities Fund**
- f. **RESOLVED**, that Bank of America be designated as **depository of the Elementary and Middle Schools Extra Class Activities Funds.**
- f. **RESOLVED**, that Capitol One be designated as depository of the **Capital Fund Account** of the District and that all withdrawals from this account shall be made upon checks or drafts signed by the physical signature or facsimile of the Board President and District Treasurer.
- h. **RESOLVED**, that Bank of America be designated as **depository for the School Lunch Fund Account** of the District and that all withdrawals of funds are to be made upon checks or drafts signed by the physical signature or facsimile signature of the **Board President and District Treasurer** and/or designee as per Board resolution, after said withdrawals have been approved by Board Action.
- i. **RESOLVED**, that Citibank be designated as **depository for the Federal Aid Fund** under the Elementary and Secondary Education Act (ESEA) of 1965 and that all withdrawals of funds are to be made upon checks or drafts signed by the physical signature or facsimile signature of the Board President and District Treasurer.
- j. **RESOLVED**, that the District Treasurer is authorized to invest district funds in **Certificates of Deposit or other investments** as authorized by state law to maximize investment income and security of principal for the district.
- k. **BE IT FURTHER RESOLVED**, that the District Treasurer is authorized to invest district funds with the following banks:
 - A) **TD Bank**
 - B) **Citibank**
 - C) **Capitol One**
 - D) **Bank of America**
 - E) **Citi National Bank**
 - F) **HSBC**
 - G) **Flushing Bank**

RESERVE FUNDING

- I. **RESOLVED**, that the Board of Education approve the Superintendent's recommendation to allow the funding of the following existing reserve funds as specified below with the understanding that after the external auditors review the District's financial records this summer, the Superintendent will

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propose a revised resolution to the Board of Education for the exact amount of funding for each reserve:

1. Employee Benefit Accrued Liability Reserve Fund – not to exceed \$7,000,000;
2. Workers' Compensation Reserve Fund – not to exceed \$3,000,000;
3. Unemployment Insurance Payment Reserve Fund – not to exceed \$2,000,000;
4. Insurance Reserve Fund – not to exceed \$2,000,000; and
5. Retirement Contribution Reserve Fund – not to exceed \$6,000,000.

GRANTS

PRESENT TO BOE PRIOR TO APPLYING what's being paid out of the grants who's the district partnering with? (Supply Information to the BOE)

5. **RESOLVED**, that the Superintendent of schools and or his/her designee is authorized to **apply for grants from State, Federal and independent sources**.
BE IT FURTHER RESOLVED, that the Superintendent of Schools may authorized solicitation of other grants by staff, so long as the process established by the Assistant Superintendent of Business is followed.

SCHOOL BOARD MEETINGS

6. **RESOLVED** that the **Work Study and Regular Meetings** of the Board of Education will be held on the third Thursday of each month, or as otherwise designated. There will be one scheduled meeting for the month of July and August. The location of the meetings will be the High School Little Theater unless noted otherwise. The public will be allowed to participate at Regular Board meetings limiting the time allotted to each person to TWO (2) minutes.

MEMBERSHIPS

7. **RESOLVED**, that the Board of Education and the Superintendent shall have membership in the following organizations:
 - a. NYS School Boards Association
 - b. Nassau-Suffolk School Boards Association
 - c. National Alliance of Black School Educators
 - d. R.E.F.I.T. (Reform Educational Finance Inequities Today)
 - e. National School Boards Association
 - f. New York State Caucus of Black School Board Members
 - g. National Caucus of Black School Board Members
 - h. N.A.B.E.-National Association of Bilingual Educators
 - i. S.A.B.E- State Association of Bilingual Educators

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8, CONFERENCES

BOARD OF EDUCATION

A. RESOLVED, that the following resolutions are in effect for the 2012-2013 school year relative to attendance at conferences:

RESOLVED, that the members of the Board of Education may request approval from the Board to attend and participate in conferences, workshops and seminars sponsored by the following organizations for the 2012-2013 school year:

- 1). New York State School Boards Association
- 2). National School Boards Association
- 3). National Caucus of Black School Board Members
- 4). New York State Caucus of Black School Board Members, Inc.
- 5). National Alliance of Black School Educators, Inc.
- 6). American Association of School Administrators
- 7). N.A.B.E.-National Association of Bilingual Educators
- 8). S.A.B.E- State Association of Bilingual Educators

All requests to attend a conference, seminar, etc., must be given to the attention of the District Clerk or School Board Assistant at least 30 days prior to the event. Board members who attend conferences will prepare a report and present same to the Board at a public meeting. Requests to attend a conference, workshop, etc., sponsored by an organization other than those listed above must be brought to the Board along with a full explanation of how attendance at this event will benefit the district and the role of the Board member. The decision on the request rests with the Board.

Any Board member who attends a listed conference or is granted approval to attend a non listed conference, workshop, etc., shall be required to comply with Policies #2522 Educational Travel Expense and Reimbursement, and #6665 District Issued Credit Cards. No Board members will be registered to attend a new conference if he or she has not reconciled all previously attended conference, workshop, etc., with the District Clerk.

Conference air fare, conference registration and hotel accommodations shall be put on the District's Credit Card. No other conference expenses shall appear on the hotel bill or the credit card. Board members can request a cash advance or choose to use their own personal funds within the guidelines as set forth in policy #6830.

All school board member's training will be recorded on the training matrix for the school year.

SUPERINTENDENT OF SCHOOLS

- B. RESOLVED**, that the Superintendent of Schools may request approval from the Board to attend and participate in conferences, workshops and seminars sponsored by the following organizations, and other organizations and Universities sponsoring/offering Superintendent's training or preparation for the 2012-2013 school year.
- 1). American Association of School Administrators
 - 2). New York State School Boards Association
 - 3). National School Boards Association
 - 4). National Caucus of Black School Board Members
 - 5). New York State Caucus of Black School Board Members, Inc.
 - 6). National Alliance of Black School Educators, Inc.
 - 7). Urban Superintendents Association
 - 9). National Association of Latino Superintendent's
 - 10). National Association of Staff Development
 - 11) New York State Council of School Superintendents
 - 12) Institutes and workshops at Harvard University and other school Leadership Organizations.

The Superintendent must make a request to attend a conference, seminar, etc. of the Board at least 30 days prior to the event. In making a decision to grant approval, the Board will consider the state of affairs in the district and the impact the absence of the Superintendent would have during this time. Requests to attend a conference, workshop, etc., sponsored by an organization other than those listed above must be brought to the Board along with a full explanation of how attendance at this event will benefit the district. The final decision on the request rests with the Board. All expenses for a prior conference will be filed and recorded before a new one is scheduled.

The Superintendent's conference air fare, conference registration and hotel accommodations may be put on the District's Credit Card. No other conference expenses shall appear on the hotel bill or the credit card. All reimbursable expenses shall comply with the guidelines as set forth in policy #6830.

FACULTY AND STAFF

- C. RESOLVED**, the Board of Education recognizes the value of training at out-of-district conferences and workshops, and encourages participation in such events. To have a conference request considered, staff will follow the steps defined in Policy #9282 which includes the principal or immediate supervisor considering the time requested to be out of the district and the cost of replacing staff during this absence; considering the location of where the conference is being held, and if there is more than one site, determining which one is closest and most economical to the district; and

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reviewing the conference program to verify the relevance of the topics to the staff member's responsibility in the district.

OFFICIAL NEWSPAPERS

9. **RESOLVED**, that the Board of Education authorizes as official newspapers for the school district for the publication of financial reports for the 2010-2011 fiscal year and for publication of bids and all legal notices that may be necessary, **Newsday, Community Journal, La Noticia, Beacon, NY Times & Hempstead Uniondale Times.**

PAYROLL CERTIFICATION

10. **RESOLVED**, that the Superintendent of Schools shall certify the payroll for the 2012-2013 fiscal year.

BUDGET TRANSFERS

11. **RESOLVED**, that the Superintendent of Schools, as Chief School Officer, is designated and authorized **to approve budgetary transfers** up to the amount of \$5,000.00 without seeking approval from the Board. Amount exceeding \$5,000.00 shall require prior approval by the Board consistent with Board Policy #6150, all transfers made by the Superintendent shall be reported to the Board as an information item at the meeting following the transfer of funds.

12. **OTHER ITEMS**

POLICIES

- a. **RESOLVED**, that the Board of Education approves to continue all policies in effect during the 2011-2012 school year for the 2012-2013 school year;

BE IT FURTHER RESOLVED, that during the 2012-2013 school year, committees will be convened to perform complete reviews on the following policies:

**5300 Code of Conduct
5100 Student Attendance
0110 Sexual Harassment
5181 Closed Campus
8130 Schools Safety Plans
5405 Wellness Policy**

MILEAGE

WHO SUBMITS MILEAGE???? (Supply (BOE with List)

- b. **RESOLVED**, that the district allow **mileage reimbursement** in accordance with the rates established by the IRS for the 2010-2011 fiscal year and Education Law §2118. Effective July 1, 2012 the rate has been set at 55.5 cents per mile.

WORKER'S COMPENSATION THIRD PARTY ADMINISTRATOR

- c. **RESOLVED**, that the Board of Education **ACCEPTS** the Superintendent's recommendation to **appoint** Fitzharris & Company, Inc., as the third party administrator for the district's SEL-Funded for Workers' Compensation Program and the broker of record for all carriers for securing excess Workers' Compensation Insurance for the district at a fee of to be determined for the 2011-2012 school year.

BONDING OF PERSONNEL

- d. **RESOLVED**, that all personnel of the District shall be bonded under "Public Employee Dishonesty" coverage with a limit of \$100,000 and that the "Treasurer and Deputy Treasurer" shall also be covered under "Excess Employee Dishonesty" coverage with a limit of \$1,000,000.

TAX ANTICIPATION NOTES

- e. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to issue Tax Anticipation Notes in the principal amount not to exceed \$20,000,000 during the 2012-13 School Year.

RISK MANAGEMENT THIRD PARTY ADVISOR

RFP

- f. **RESOLVED**, that the Board of Education approve the Superintendent's recommendation to appoint Crawford & Company/Broadspire as the District's Risk Management Third Party Advisor for the 2012-2013 school year at the same annual rate as the 2011-2012 school year. Crawford was recommended by the Salerno Brokerage Corp., our general insurance broker, who must work closely with the third party advisor.

**GENERAL INSURANCE BROKER FOR OTHER THAN EMPLOYEE
BENEFITS**

RFP

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- g. **RESOLVED**, that the Board of Education approve the Superintendent's recommendation to appoint Salerno Brokerage Corp. as the District's general insurance broker for Blanket School Employee Bond, School Property Insurance, School Liability Insurance, Umbrella Liability, Student Accident and Excess Student Accident, School Leaders and Vehicle coverage for the 2012-2013 school year.

INSURANCE BROKER FOR EMPLOYEE BENEFITS

RFP

- h. **RESOLVED**, that the Board of Education approve the Superintendent's recommendation to appoint Fitzharris & Company for Employee Dental and Life Insurance for the 2012-2013 school year.

CUSTODIAL UNIT DISABILITY INSURANCE COMPANY

RFP

- i. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to **APPOINT** the Guardian Life Insurance Company of America as the provider of the Custodial Unit Disability Insurance provider for the 2012-13 School Year, or until such time that an agreement is approved for the custodial unit to assume responsibility for providing the disability insurance.

ENVIRONMENT CONSULTANT

RFP

- j. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to **APPOINT** JC BRODERICK AND COMPANY as the District's Environmental Consultant 2012-13 School Year.

403 (B) THIRD PARTY ADVISOR

RFP

- k. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to **APPOINT** The Omni Group as the District's 403 (b) Third Party Advisor for the 2012-13 School Year.

INVESTMENT POLICY

- l. **RESOLVED**, that the Board of Education approves the Superintendent's recommendation to formally review the existing Investment Policy #6240, originally adopted by the Board of Education on July 11, 2001, and to approve that the policy shall remain in effect for the 2012-13 School Year.

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Please note: individual review and re-adoption of the District's Investment Policy must be done annually at the Reorganization Meeting as required by the provisions of Chapter 708 of the Laws of 1992.

CELL PHONE POLICY

**NO ONE TO HAVE A PHONE EXCEPT SECURITY &
SUPERINTENDENT CHECK PRICE OF PACKAGE FOR PHONES
FOR BOARD MEMBERS**

- m. **RESOLVED**, as required by District policy, the Superintendent hereby reports at the Annual Reorganization Meeting to the Board of Education that the following employees have been issued District cell telephones: ~~Carlos Ramirez, Sharon Gardner, Susan Thompson, Jeff Fabre, Jason Noon, Ronald Simpkins, District Security Patrol, Robert Geras and Carrie Tiller.~~

13. **SCHEDULE FOR INSPECTION OF SCHOOL FACILITIES**

RESOLVED, that the following Board of Education Members conduct an inspection of school facilities for the 2012-2013 school year

	<u>BUILDING</u>	<u>BOARD MEMBER</u>
a.	HIGH SCHOOL	Trustee Cross
b.	ABGS MIDDLE SCHOOL	Trustee Cross
c.	ECC	Trustee Hobbs
d.	FRANKLIN	Trustee Hobbs
e.	FULTON	Trustee Ray
f.	JACKSON MAIN	Trustee Brazley
g.	JACKSON ANNEX	Trustee Brazley
h.	BARACK OBAMA	Trustee Ray
i.	MARSHALL	Trustee Hobbs
j.	COLLEGE PREPARATORY ACADEMY FOR MATHEMATICS & SCIENCE	Trustee Simmons
k.	COLLEGE PREPARATORY ACADEMY FOR BUSINESS & LAW	Trustee Simmons
l.	COLLEGE PREPARATORY ACADEMY FOR MUSIC & ARTS	Trustee Simmons

DIRECTOR OF FACILITIES COOPERATIVE BIDS

Resolved, that the Board of Education **Approves** the Superintendent's recommendation for Hempstead Public Schools to **Accept** the forty-five (45) cooperative contracts administrated by the Nassau County Director of Facilities Purchasing Consortium for the 2012-13 school year. There is no cost to

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participate in the consortium. The participating districts and specific contracts are listed below.

Participating Districts:

Baldwin, Bellmore, Bellmore-Merrick, Carle Place, East Meadow, East Rockaway, Elmont, Floral Park-Bellerose, Garden City, Great Neck, Hempstead, Herricks, Hewlett-Woodmere, Hicksville, Island Trees, Jericho, Lawrence, Levittown, Lynbrook, Malverne, Manhasset, Massapequa, Mineola, New Hyde Park, North Bellmore, North Merrick, North Shore CSD, Oceanside, Plainview-Old Bethpage, Port Washington, Rockville Centre, Seaford, Syosset, Uniondale, Valley Stream 30, Valley Stream CHSD, Wantagh, West Hempstead, Westbury.

Specific Contracts:

Air Filter HVAC, General AC & Refrigeration Repairs & Tile Service, Burners & Boiler Service, Carpet & Installation Service, Custodial Equipment Repair, Custodial Supplies & Trash Bags, Door Install Installation & Repair, Drag Mop Rental, Dumpster, Electrical Supplies, Electrician Service, Elevator Maintenance North Shore/South Shore, Emergency Generator Service, Equipment Rental, Fence Installation & Repair, Organic Lawn Care/Field Maintenance & Supplies, Fire Extinguisher Service, Floor Sanding, Refinishing & Repairs, Fuel Tank Alarm Repairs, Geese-Dog Service, General Boiler Welding, Grounds Equipment Repair, Gym Folding Door & Stage Rigging, Irrigation – Installation & Service, Kitchen Equipment Repair, Locksmith Services, Lumber & Masonry Supplies, PA, Intercom & Master Clock Service, Paint & Associated Supplies, Painting Service, Storm Drains, Pest Control Services, Playground Equipment Repair, Plumbing Service, Plumbing Supplies, Pneumatic Controls, Pool Supplies & Repair, Pump & Motor Repair, Roofing Repair, Scoreboard Repair, Elect. Part Doors, Gym Equip., Signs & Associated Supplies, Sitework, Asphalt, Concrete, Lot Sweeping, Slate Roof Repair, Split Air Conditioning Units, Steam Traps & Parts, Storm Drains, Suspended Ceiling Installation, Theatrical Lighting, Track/Tennis/Playground Resurfacing Repair, Tree Cutting & Pruning, Uniform Purchase, Universal Waste Recycling, Venetian Blinds & Shades, Welding (General), Window Glazing Repairs Parts & Replacement, Wireless Clocks.

BOCES COOPERATIVE BIDDING

RESOLVED, that the Board of Education approves the Superintendent's recommendation to adopt the General Resolution attached hereto:

GENERAL RESOLUTION FOR THE PURPOSE OF PARTICIPATING IN A COOPERATIVE BID COORDINATED BY THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF NASSAU COUNTY

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**FOR
HEMPSTEAD PUBLIC SCHOOLS**

**For Various Commodities And/Or Services As Listed On Page 2 Of This
Resolution**

WHEREAS, the Board of Education, Hempstead School District of New York State desires to participate in a Cooperative Bidding Program conducted by the Board of Cooperative Educational Services of Nassau County, for the purchase of Various Commodities and/or Services. And...

WHEREAS, THE BOARD OF Education, Hempstead School District of New York State is desirous of participating with the Board of cooperative Education Services of Nassau County in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-00... And...

WHEREAS, the Board of Education, Hempstead School District of New York State has appointed The Board of Cooperative Educational Services of Nassau County as representative to assume the responsibility for drafting of specification, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, Hempstead School District of New York State and making recommendations thereon... Therefore...

BE IT RESOLVED, THAT THE Board of Education, Hempstead School District of New York State and the Board of Cooperative Educational Services of Nassau County hereby accepts the appointment of the Board of Cooperative Educational Services of Nassau County to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, that the Board of Education, Hempstead School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Nassau County to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, that the Board of Education, Hempstead School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, that the School Business Administrator on behalf of the Board of Education, Hempstead School District of New York "State hereby is authorized to participate in cooperative bidding conducted by the Board of Cooperative Educational Services of Nassau County for various commodities and/or services and if requested to furnish the Board of Cooperative

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Educational Services an estimated minimum number of units that will be purchased by the Board of Cooperative Educational Services of Nassau County. The Board of Cooperative Educational Services of Nassau County is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

WHEREAS, BOCES intends solicit bids listed below in the name of the participants in accordance with their expressed needs (check yes or no): Hempstead UFSD will participate in all bids listed below:

<u>CORE GROUP:</u>	<u>PARTICIPATION</u>	
	<u>YES</u>	<u>NO</u>
ARTS & CRAFT SUPPLIES	___	___
ASPHALTIC & CEMENT CONCRETE PAVING REPAIR & MAINTENANCE	___	___
ATHLETIC UNIFORMS	___	___
AUDIO VISUAL EQUIPMENT/NET TV	___	___
AUDIO VISUAL SUPPLIES	___	___
AUTO BODY SUPPLIES	___	___
AUTO MECHANIC SUPPLIES	___	___
AUTOMOBILES/VANS/TRUCKS	___	___
BOILER, DUCT & KITCHEN EXHAUST CLEANING	___	___
BUILDINGS & GROUNDS EQUIPMENT	___	___
CARPENTRY, CABINETS & BUILDING SUPPLIES	___	___
CARPETING & INSTALLATION	___	___
CESSPOOL MAINTENANCE SERVICES	___	___
CHAIN LINK FENCING	___	___
COMPUTER HARDWARE, SOFTWARE, NETWORKING AND SUPPLIES	___	___
CUSTODIAL SUPPLIES – “GREEN”	___	___
DOORS: HOLLOW METAL, FRAMES & HARDWARE	___	___
ELECTRICAL SUPPLIES	___	___
FAX & PHOTOCOPY EQUIPMENT, SUPPLIES & MAINTENANCE	___	___
FINANCING & LEASING OF CAPITAL EQUIPMENT	___	___
FIRE EXTINGUISHERS & SERVICE	___	___
FITNESS EQUIPMENT	___	___

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FLOOR CARE PRODUCTS	_____	_____
FLOOR TILES & INSTALLATION	_____	_____
FOOD & BEVERAGE SUPPLIES	_____	_____
FOOD PREPARATION, PAPER & PLASTIC SUPPLIES	_____	_____
FOOD SERVICE EQUIPMENT	_____	_____
FOOD VENDING MACHINE SERVICE	_____	_____
FUEL OIL	_____	_____
FURNITURE: CLASSROOM & OFFICE	_____	_____
GENERAL SAFETY SUPPLIES	_____	_____
GENERAL SCHOOL & OFFICE SUPPLIES	_____	_____
GLAZING SERVICES & SUPPLIES	_____	_____
GYMNASIUM FLOOR REFINISHING	_____	_____
GUARD SERVICE (LICENSED, UNIFORMED, UNARMED)	_____	_____
HAZARDOUS MATERIALS: HANDLING, REMOVAL, TRANSPORTATION & DISPOSAL	_____	_____
HVAC EQUIPMENT	_____	_____
HVAC MAINTENANCE & INSTALLATION	_____	_____
INDUSTRIAL ARTS & WELDING SUPPLIES	_____	_____
INTERSCHOLASTIC ATHLETIC SUPPLIES	_____	_____
LIBRARY SUPPLIES	_____	_____
MEDICAL & DENTAL SUPPLIES	_____	_____
MUSICAL INSTRUMENTS & SUPPLIES	_____	_____
MUSICAL INSTRUMENT RENTALS	_____	_____
MUSICAL INSTRUMENT REPAIRS	_____	_____
OIL & GAS BURNER SERVICE	_____	_____
PAINT & PAINTING SUPPLIES	_____	_____
PAPER: XEROGRAPHIC, FAX & COPIER	_____	_____
PHOTOGRAPHY SUPPLIES	_____	_____
PHYSICAL EDUCATION SUPPLIES	_____	_____
PLUMBING & HEATING SUPPLIES	_____	_____
PLUMBING SERVICES	_____	_____
RECONDITIONING OF ATHLETIC EQUIPMENT	_____	_____
ROOF MAINTENANCE & REPAIR	_____	_____
SCHOOL BUS AIR CONDITIONING INSTALLATION, MAINTENANCE & REPAIR	_____	_____
SCHOOL BUS & AUTO PARTS	_____	_____
SCIENCE SUPPLIES	_____	_____
SUBSCRIPTION SERVICES	_____	_____

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RESOLVED, that the Board of Education approves the Superintendent's recommendation to appropriate \$3,285,000 in fund balance for the purpose of reducing school taxes in the 2012-2013 General Fund Budget.

RESOLVED, that the Board of Education approves the Superintendent's recommendation to appropriate \$6,000,000 in reserve funds for the purpose of reducing school taxes in the 2012-2013 General Fund Budget.

ITEMS TO BE REVISTED FROM JUNE 28, 2012

PULLED

- 1. APPOINTMENT(S) – RESOLVED**, that the Board of Education approves the Superintendent's recommendation to **APPROVE** the following administrative personnel as follows:

<u>Name</u>	<u>Position</u>	<u>Reason</u>
PULLED Kelvin Ortiz Eff. 08/27/12	Dean of Academic Affairs – MS; \$92,714.00 (Level 6, Step 7)	New position on the Table of Organization
PULLED Carole Eason Eff. 07/01/12	Elementary Assistant Principal – FR; \$111,239.00 (Level 6, Step 13)	Vacancy due to retirement (T. Holmes)
PULLED Willis Perry Eff. 7-1-12	Assistant Principal-ABGS \$130,479 Level 6 St. 16	Replacement Chy Davidson

ITEMS TO BE REVISTED FROM JUNE 28, 2012

- A. TERMINATION(S) – RESOLVED**, that the Board of Education approves the Superintendent's recommendation to terminate the following civil service personnel due to excessing, effective July 18, 2012 unless otherwise noted:

<u>Name</u>	<u>Civil Service Title</u>
Pierre Page	Security Aide F/T
Sorita Adkins	Security Aide F/T
Celeste Henderson	Security Aide F/T
Eric Coleman	Security Aide F/T
Debbie Cheaver	Security Aide F/T
Guy Banks	Security Aide P/T
Edwin Redd	Security Aide P/T
Artrailyes Carter	Security Aide P/T

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Austin Cobbs	Security Aide P/T
Danzil Hammond	Maintenance Supervisor-Returning to title Asst. Dir. Of Facilities – Returning to title
John Reinhardt	
Annette Marsico, eff. 07/31/12	Typist Clerk PULL
Martine Brown, eff. 07/31/12	Typist Clerk- PULL
Antoinette Rosenzweig Eff. 07/31/12	Typist Clerk PULL

b. RESOLVED, that the Board of Education approves the Superintendent's recommendation to **appoint** the following civil service personnel:

Danzil Hammond 7/1/12	Sr. Maintainter (Lead) District, Lv. 4A, St. 20, \$58,629	Return to title. Exceeded as Supv. of Maint.
John Reinhardt 7/1/12	Sr. Maintainter (Lead) District, Lv. 4A, St. 20, \$58,629	Return to title. Exceeded as Asst, Dir. of Facilities

RESOLUTIONS RECOMMENDED BY TRUSTEE CROSS

INDEPENDENT ACTION ITEM

Trustee Brazley moved, seconded by Trustee Cross to approve the reinstatement considerations as indicated below.

1. **BE IT RESOLVED**, that the Board of Education requests the Superintendent of Schools consider the reinstatement of the positions of three attendance aides, one attendance teacher, and the recently exceeded reading teacher(s).

MOTION

To approve the
reinstatement considerations

YES 5

MOTION CARRIED

INDEPENDENT ACTION ITEM

Trustee Brazley moved, seconded by Trustee Simmons to approve the consideration of conducting a census as indicated below.

2. **BE IT RESOLVED**, that the Board of Education requests the Superintendent of Schools consider conducting a census for the District.

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MOTION

YES 5

MOTION CARRIED

To approve the consideration of conducting a district census

INDEPENDENT ACTION ITEM

Trustee Hobbs moved, seconded by Trustee Ray to approve the consideration of fuel voucher procedures as indicated below.

3. **BE IT RESOLVED**, that the Board of Education directs the Superintendent of Schools to ensure that fuel vouchers are properly documented and reconciled, and to investigate an efficient manner of supplying fuel for district vehicles.

MOTION

YES 5

MOTION CARRIED

To approve the consideration fuel voucher procedures

INDEPENDENT ACTION ITEM

Trustee Hobbs moved, seconded by Trustee Ray to approve to direct the Superintendent to compile a list of consultants as indicated below.

4. **BE IT RESOLVED**, that the Board of Education directs the Superintendent of Schools to compile a list of all consultants under contract with the District on or before 2011-2012 including the following information: the date of contract, the cost of each consultant, and a notation of whether the contractor works directly with students.

MOTION

YES 5

MOTION CARRIED

To direct the Superintendent to compile a list of consultants

~~INDEPENDENT ACTION ITEM~~ — ITEM # 5 PULLED AFTER DISCUSSION

5. **BE IT RESOLVED**, that the Board of Education directs the Superintendent of Schools, working with counsel, to instruct security staff cease from wearing shorts as a summer uniform and to return to wearing long pants effective immediately.

INDEPENDENT ACTION ITEM

Trustee Simmons moved, seconded by Trustee Cross to authorize Trustee Hobbs to investigate security issues.

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6. **BE IT RESOLVD**, that Trustee Hobbs is authorized to gather information on behalf of the Board regarding security license issues and excess security issues.

MOTION

YES 5

MOTION CARRIED

To authorize
Trustee Hobbs to investigate security issues

Trustee Ray moved, seconded by Trustee Hobbs to adjourn the meeting at 9:18 P.M.

MOTION

YES 5

MOTION CARRIED

Meeting adjourned

Respectfully submitted:

Patricia Wright
District Clerk