

**SYOSSET CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION REORGANIZATIONAL MEETING AGENDA
JULY 5, 2017– PAGE 1**

OATH OF OFFICE TO BE ADMINISTERED TO NEWLY ELECTED TRUSTEES OF THE BOARD OF EDUCATION.

Francine Benjamin, District Clerk and Notary Public, administers the Oath of Office to the newly elected Trustees of the Board of Education.

OATH OF OFFICE TO BE ADMINISTERED TO THE SUPERINTENDENT OF SCHOOLS

Francine Benjamin, District Clerk and Notary Public, administers the Oath of Office to the Superintendent of Schools.

1. Resolution No. ELECTION OF PRESIDENT OF THE BOARD
RESOLVED, that _____ be elected President of the Board of Education, effective July 1, 2017 through June 30, 2018, to serve For the school year 2017-2018.

MOVED BY: _____ SECONDED BY: _____

2. Resolution No. ELECTION OF VICE PRESIDENT OF THE BOARD
RESOLVED, that _____ be elected Vice President of the Board of Education, effective July 1, 2017 through June 30, 2018, to serve for the School year 2017-2018.

MOVED BY: _____ SECONDED BY: _____

OATH OF OFFICE TO BE ADMINISTERED TO THE NEWLY ELECTED PRESIDENT AND VICE PRESIDENT OF THE BOARD OF EDUCATION

Francine Benjamin, Notary Public, administers the Oath of Office to the newly elected President and Vice President of the Board of Education.

3. Resolution No. APPOINTMENT OF DISTRICT CLERK
RESOLVED, that Francine Benjamin be appointed to serve as District Clerk of the Syosset Central School District, Syosset, New York, and effective July 1, 2017 through June 30, 2018, to serve for the school year 2017-2018.

MOVED BY: _____ SECONDED BY: _____

4. Resolution No. APPOINTMENT OF DISTRICT TREASURER
RESOLVED, that Christine S. Costa be appointed to serve as Treasurer and Central Treasurer Pro Tem of the Syosset Central School District, Syosset, New York, and effective July 1, 2017 Through June 30, 2018, to serve for the school year 2017-2018.

MOVED BY: _____ SECONDED BY: _____

OATH OF OFFICE TO BE ADMINISTERED TO THE DISTRICT TREASURER AND CENTRAL TREASURER PRO TEM

Francine Benjamin, Notary Public, administers the Oath of Office to the District Treasurer and Central Treasurer pro tem

5. Resolution No. APPOINTMENT OF DISTRICT DEPUTY TREASURER
RESOLVED, that Donna Viola be appointed to serve as Deputy Treasurer of the Syosset Central School District, Syosset, New York, and effective July 1, 2017 through June 30, 2018, to serve for the school year 2017-2018.

MOVED BY: _____ SECONDED BY: _____

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6. Resolution No. APPOINTMENT OF CENTRAL TREASURER – EXTRA CLASSROOM ACTIVITY ACCOUNT

RESOLVED, Donna Viola be appointed to serve as Central Treasurer – Extra-Classroom Activity Account, for the Syosset Central School District, Syosset, New York, and effective July 1, 2017 through June 30, 2018, to serve for the School year 2017-2018. In the absence of the Central Treasurer, Christine S. Costa, District Treasurer may perform the functions associated with this position.

MOVED BY: SECONDED BY:

7. Resolution No. CHECK SIGNING DESIGNATION

RESOLVED, that pursuant to Section 1720, subdivision 2, of Education Law, Board President, a member of the Board of Education, other than an officer, is Hereby authorized to sign checks in lieu of the Treasurer or Deputy Treasurer
Due to the absence or inability to sign. All duties of the Treasurer and Deputy Treasurer shall remain with the Treasurer and Deputy Treasurer and The Board member will not undertake the signing of checks until the Superintendent of Schools notifies the Board President that the Treasurer and Deputy Treasurer are absent or unable to sign the checks.
The Board President shall notify the designated member at which time such Board member shall perform the function of signing the checks of the District. An official undertaking as required by law shall be filed for such Board member.

MOVED BY: SECONDED BY:

8. Resolution No. THE DISTRICT CARRIES A FAITHFUL PERFORMANCE BOND IN THE AMOUNT OF \$1,900,000 PER LOSS COVERING ALL EMPLOYEES AND OFFICERS ELECTED AND APPOINTED. IN ADDITION, THE FOLLOWING POSITIONS CARRY A LIMIT OF \$975,000 EACH FOR ADDITIONAL INDEMNITY: DISTRICT CLERK, DISTRICT TREASURER, DISTRICT DEPUTY TREASURER, CENTRAL TREASURER, FACULTY AUDITOR FOR EXTRA CLASSROOM ACTIVITY ACCOUNT, CLAIMS AUDITOR, PURCHASING AGENT, ASSISTANT PURCHASING AGENT, PAYROLL SUPERVISOR, ASSISTANT PAYROLL SUPERVISOR, ASSISTANT SUPERINTENDENT FOR BUSINESS, AND BOARD MEMBER AUTHORIZED TO SIGN CHECKS

RESOLVED, that the District secures a faithful performance bond in an amount of \$1,900,000 per loss and additional indemnity equal to \$975,000 per position for the following positions: District Clerk, District Treasurer, District Deputy Treasurer, Central Treasurers for Extra Classroom Activity Account, Faculty Auditor for Extra Classroom Activity Account, Claims Auditor, Purchasing Agent, Assistant Purchasing Agent, Payroll Supervisor, Assistant Payroll Supervisor, Assistant Superintendent for Business, and the Board member designated in previous resolution, of Syosset Central School District, Syosset, New York, is hereby approved until further action by the Board.

MOVED BY: SECONDED BY:

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9. Resolution No. ADOPTION OF BYLAWS & STATEMENTS OF POLICY
RESOLVED, that the Bylaws and Statements of Policy of the Board of Education, Syosset Central School District, Syosset, New York, as presented, be and hereby are adopted and approved, effective July 1, 2017 through June 30, 2018, for the school year 2017-2018, subject to such amendment as may be ordered by the Board.
MOVED BY: SECONDED BY:

10. Resolution No. APPOINTMENT OF DISTRICT CHIEF SCHOOL PHYSICIAN/HEALTH RELATED SERVICES, 2017-2018
RESOLVED, that subject to negotiations of a formal written agreement between the Parties, Winthrop Pediatric Associates be appointed on an annual basis to Provide services as School District Chief School Physician/Health Related Services group for the Syosset Central School District, Syosset, New York, Effective July 1, 2017 through June 30, 2018, to serve at the pleasure of the Board of Education, which service shall include physical examinations and Any other requirements contained within §902 of the education law or as Determined by the board of education.
MOVED BY: SECONDED BY:

11. Resolution No. APPOINTMENT OF MEDICAL DIRECTOR FOR THE PUBLIC ACCESS DEFIBRILLATOR PROGRAM, 2017-2018
RESOLVED, that William Breen, MD be appointed on an annual basis to provide services As Medical Director for the Defibrillator Program for the Syosset Central School District, Syosset, New York, effective July 1, 2017 through June 30, 2018, pursuant to Public Health Law 3000-B.
MOVED BY: SECONDED BY:

12. Resolution No. APPOINTMENT OF INTERNAL AUDITOR, 2017-2018
RESOLVED, that the firm of R.S. Abrams & Co., LLP be appointed to serve as School District Internal Auditor for the Syosset Central School District, Syosset, New York, effective July 1, 2017 pending the completion of the district’s RFP process.
MOVED BY: SECONDED BY:

13. Resolution No. APPOINTMENT OF CLAIMS AUDITOR, 2017-2018
RESOLVED, that the firm of Cerini Associates, LLP. be appointed to serve as School District Claims Auditor for the Syosset Central School District, Syosset, New York, effective July 1, 2017 through June 30, 2018, to audit School District accounting records and other required fiscal matters.
MOVED BY: SECONDED BY:

14. Resolution No. APPOINTMENT OF INDEPENDENT AUDITOR, 2017-2018
RESOLVED, that the firm of Cullen & Danowski, LLP be appointed to serve as School District Independent Auditor for the Syosset Central School District, Syosset, New York, effective July 1, 2017 through June 30, 2018, to audit School District accounting records and other required fiscal matters.
MOVED BY: SECONDED BY:

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15. Resolution No. APPOINTMENT OF PURCHASING AGENT, 2017-2018
RESOLVED, that Gail Knoph be appointed to serve as School District Purchasing Agent of the Board of Education of the Syosset Central School District, Syosset, New York, and effective July 1, 2017 through June 30, 2018 to serve for the school year 2017-2018.
MOVED BY: SECONDED BY:

16. Resolution No. APPOINTMENT OF ASSISTANT PURCHASING AGENT, 2017-2018
RESOLVED, that Dr. Patricia Rufo be appointed to serve as Assistant Purchasing Agent of the Board of Education of the Syosset Central School District, Syosset, New York, in the absence or inability of the Purchasing Agent to serve, effective July 1, 2017 through June 30, 2018 to serve for the school year 2017-2018.
MOVED BY: SECONDED BY:

17. Resolution No. APPOINTMENT OF RESIDENCY OFFICER
RESOLVED, that Adele Bovard and Jeanette Perrotta be appointed to serve as School District Residency Officers for the Syosset Central School District, Syosset, New York, for the 2017-2018 school year.
MOVED BY: SECONDED BY:

18. Resolution No. APPOINTMENT OF ATTENDANCE OFFICER
RESOLVED, that Jeanette Perrotta be appointed to serve as School District Attendance Officer for the Syosset Central School District, Syosset, New York, for the 2017-2018 school year.
MOVED BY: SECONDED BY:

19. Resolution No. APPOINTMENT OF RECORDS ACCESS OFFICER
RESOLVED, that Christine S. Costa be appointed to serve as School District Records Access Officer for the Syosset Central School District, Syosset, New York, for the 2017-2018 school year.
MOVED BY: SECONDED BY:

20. Resolution No. APPOINTMENT OF RECORDS MANAGEMENT OFFICER
RESOLVED, that Francine Benjamin be appointed to serve as School District Records Management Officer for the Syosset Central School District, Syosset, New York, for the 2017-2018 school year.
MOVED BY: SECONDED BY:

21. Resolution No. APPOINTMENT OF ASBESTOS (LEA) OFFICER AND
APPOINTMENT OF HEALTH AND SAFETY OFFICER
RESOLVED, that John Lackner be appointed to serve as Asbestos (LEA) Officer for the Syosset Central School District, Syosset, New York, for the 2017-2018 school year.
RESOLVED, that Gregory Hamilton be appointed to serve as Health and Safety Officer for the Syosset Central School District, Syosset, New York, for the 2017-2018 school.
MOVED BY: SECONDED BY:

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22. Resolution No. APPOINTMENT OF CHEMICAL HYGIENE OFFICER
RESOLVED, that Raymond Loverso be appointed to serve as Chemical Hygiene Officer
for the Syosset Central School District, Syosset, New York, for the 2017-
2018 school year.

MOVED BY: SECONDED BY

23. Resolution No. APPOINTMENT OF 504/ADA COMPLIANCE OFFICER
RESOLVED, that Dr. Joseph La Melza be appointed to serve as 504/ADA (Individuals
with Disabilities Education Act) Compliance Officer for the Syosset Central
School District, Syosset, New York, for the 2017-2018 school year.

MOVED BY: SECONDED BY:

24. Resolution No. APPOINTMENT OF TITLE IX COORDINATOR
RESOLVED, that Jeanette Perrotta be appointed to serve as Title IX Coordinator for the
Syosset Central School District, Syosset, New York, for the 2017-2018
school year.

MOVED BY: SECONDED BY:

25. Resolution No. APPOINTMENT OF PAYROLL CERTIFICATION OFFICER
RESOLVED, that Dr. Patricia Rufo be appointed to serve as Payroll Certification Officer
for the Syosset Central School District, Syosset, New York, for the 2017-
2018 school year.

MOVED BY: SECONDED BY:

26. Resolution No. APPOINTMENT OF PAYROLL CERTIFICATION OFFICER TO
CERTIFY CIVIL SERVICE PAYROLL REPORT
RESOLVED, that Board of Education President be appointed as Payroll Certification
Officer to certify civil service payroll report for the Syosset Central School
District, Syosset, New York, for the 2017-2018 school year.

MOVED BY: SECONDED BY:

27. Resolution No. APPOINTMENT OF OFFICER RESPONSIBLE FOR RECEIPT,
COLLECTION AND REVIEW OF CERTIFIED PAYROLL RECORDS
RESOLVED, that Gregory Hamilton be appointed as the officer responsible for receipt,
collection and review of certified payroll records for the Syosset Central
School District, Syosset, New York, for the 2017-2018 school year.

MOVED BY: SECONDED BY:

28. Resolution No. APPOINTMENT OF SCHOOL OFFICER TO DIRECT THE
EXECUTION OF BUDGET TRANSFERS ON CHIEF SCHOOL
OFFICER'S APPROVAL

RESOLVED, that Dr. Patricia Rufo be authorized to direct the execution of budget
transfers on the Superintendent of School's approval for the Syosset Central
School District, Syosset, New York, for the 2017-2018 school year.

MOVED BY: SECONDED BY:

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29. Resolution No. APPOINTMENT OF TRANSPORTATION SUPERVISOR TO
RECOMMEND APPROVAL OF EMPLOYMENT OF BUS DRIVERS
TO THE CHIEF SCHOOL OFFICER

RESOLVED, that Claudia Hardes be appointed as Supervisor of Transportation to recommend approval of employment of bus drivers to the Chief School Officer of the Syosset Central School District, Syosset, New York, for the 2017-2018 school year.

MOVED BY: SECONDED BY:

30. Resolution No. AUTHORIZATION FOR BOARD MEMBERS, SUPERINTENDENT,
AND DESIGNATED STAFF TO ATTEND CONFERENCES AND
MEETINGS

RESOLVED, that the members of the Board of Education, the Superintendent, and members of the school administrative and teaching staff may, subject to applicable Board policies attend the professional meetings, conferences, and activities, with expenses paid from appropriate budgetary allocations, and conducted by, but not limited to:

The Syosset Central School District
The National School Boards Association
The New York State School Boards Association
The American Association of School Administrators
The Association for Supervision and Curriculum Development (State and National)
The Association of Elementary School Principals (State and National)
The Association of School Business Officials (Quadrant, County, State and National)
Government Finance Officers Association
The Nassau County Council of School Superintendents
New York State Association for Women in Administration (NYSAWA)
Phi Delta Kappa
The New York State Council of School Superintendents
Rauch Foundation
Long Island Index Advisory Committee
American Association of School Administrators (AASA)
North Shore Quadrant
International Society for Technology in Education (ISTE)
State Association of Municipal Purchasing Officials (SAMPO)
New York Association of Pupil Transportation (NYAPT)
Nassau County Chapter of the New York Association of Superintendent of School Buildings and Grounds (NCSBGA)
New York State School Facilities Association (SBGA)
School Administrators Association of New York State (SAANYS)
National Association of Development Companies NADCO

MOVED BY: SECONDED BY:

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31. Resolution No. APPOINTMENT OF FACULTY AUDITOR, EXTRA CLASSROOM
ACTIVITY ACCOUNT

RESOLVED, that Janet Bruder be appointed to serve as Faculty Auditor, Extra Classroom Activity Account for the Syosset Central School District, Syosset, New York, and effective July 1, 2017 through June 30, 2018, to serve for the school year 2017-2018.

MOVED BY: SECONDED BY:

32. Resolution No. AUTHORIZATION TO WAIVE FEES FOR THE USE OF FACILITIES

RESOLVED, that Adele Bovard is authorized to waive fees for organizations to use facilities according to District policy and guidelines.

MOVED BY: SECONDED BY:

33. Resolution No. DESIGNATION OF BANKS

RESOLVED, that the banks named below be designated as depositories for school funds as follows:

Capital One Bank
Citibank
Flushing Commercial Bank
HSBC Bank
J.P. Morgan Chase
TD Bank
New York Community Bankcorp Inc. /New York Commercial Bank
(subject to attorney approval of collateralization agreement)
Valley National Bank

AND BE IT FURTHER RESOLVED, that investments in conformance with Board of Education policy be authorized at the depositories noted above and

BE IT FURTHER RESOLVED, that in accordance with the requirements of the General Municipal Law, all accounts be secured by acceptable government securities in accordance with our collateral agreements and

BE IT FURTHER RESOLVED, that the maximum amount which may be kept on deposit at any time in each bank or trust company listed above is \$195,000,000.

MOVED BY: SECONDED BY:

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34. Resolution No.

DETERMINATION OF BOARD MEETINGS

RESOLVED,

that the regular meetings of the Board of Education of the Syosset Central School District, Syosset, New York, for the school year 2017-2018, will be held each month at 8:00 PM, at the South Woods Middle School, or assigned to other locations by action of the Board of Education as follows:

Wednesday, July 5, 2017

Monday, August 14, 2017

Monday, September 18, 2017

Monday, October 16, 2017

Monday, November 13, 2017

Monday, December 11, 2017

Monday, January 22, 2018

Monday, February 12, 2018

Monday, March 19, 2018

Tuesday, April 17, 2018

Monday, May 7, 2018

Monday, June 11, 2018

MOVED BY:

SECONDED BY:

35. Resolution No.

**THE BUDGET MEETING, BUDGET HEARING, ANNUAL DISTRICT
ELECTION, AND VOTE DECLARATION MEETING**

RESOLVED,

that determination of Budget Meeting, Budget Hearing, Annual District Election and Vote Declaration Meeting of the Board of Education of the Syosset Central School District, Syosset, New York, will be held on the following dates at South Woods Middle School, or assigned to other locations by action of the Board of Education:

BUDGET INFORMATION MEETING

Monday, February 12, 2018

BUDGET INFORMATION MEETING

Monday, March 19, 2018

BUDGET INFORMATION MEETING

Tuesday, April 17, 2018

BUDGET HEARING

Monday, May 7, 2018

BOARD TOUR

Wednesday, May 9, 2018

ANNUAL DISTRICT ELECTION

Tuesday, May 15, 2018

MOVED BY:

SECONDED BY:

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36. Resolution No.

DESIGNATION OF OFFICIAL NEWSPAPERS

RESOLVED,

that for the purpose of publication of official legal notices, pursuant to Education Law §2004 and the advertising of bids pursuant to General Municipal Law §103, “The Syosset Advance” and “Syosset-Jericho Tribune”, having a circulation in the District, be designated as the official newspapers of the Syosset Central School District, Syosset, New York, for the purpose of legal advertising and advertising of bids, until further action by the Board.

MOVED BY:

SECONDED BY:

37. Resolution No.

ESTABLISHMENT OF PETTY CASH FUNDS

RESOLVED,

that the establishment of petty cash funds in Syosset Central School District, Syosset, New York, effective July 1, 2017, for the school year 2017-2018, be authorized with the fund and designated person responsible listed below:

- | | | |
|----|-------------------------|--------|
| a. | Each Elementary School | 50.00 |
| | Ms. Lisa Greiner | |
| | Ms. Mary Kolkhorst | |
| | Ms. Thea Pallos | |
| | Ms. Mi Jung An | |
| | Mr. Jeffrey Kasper | |
| | Mr. James Connolly | |
| | Mr. Chad Snyder | |
| b. | Each Secondary School | 100.00 |
| | Ms. Michelle Burget | |
| | Mr. James Kassebaum | |
| | Dr. Giovanni Durante | |
| c. | Summer School | 100.00 |
| | Mr. Chris Meyers | |
| d. | Health Office | |
| | Elementary – Per School | 50.00 |
| | Ms. Lisa Greiner | |
| | Ms. Mary Kolkhorst | |
| | Ms. Thea Pallos | |
| | Ms. Mi Jung An | |
| | Mr. Jeffrey Kasper | |
| | Mr. James Connolly | |
| | Mr. Chad Snyder | |
| | Secondary – Per School | 100.00 |
| | Ms. Michelle Burget | |
| | Mr. James Kassebaum | |
| | Dr. Giovanni Durante | |

MOVED BY:

SECONDED BY:

