



# Jericho Union Free School District

## Reorganization Meeting

~ Minutes ~

Victor Manuel  
District Clerk

Thursday, July 6, 2017

6:00 PM

Jericho Middle/High School

### I. Call to Order

Attendee Name	Title	Status	Arrived
Jill Citron	Trustee	Present	
William Ferro	Trustee	Present	
Barbara Krieger	Trustee	Present	
Daborah Lee	Trustee	Present	
Pam Wasserman-Heath	Trustee	Present	
Henry Grishman	Superintendent	Absent	
Barbara Bauer	Assistant Superintendent	Present	
Ben Ciuffo	Assistant Superintendent	Present	
Victor Manuel	Assistant Superintendent	Present	
Christopher M Powers	School District Attorney	Present	

### 2. Executive Session

"BE IT RESOLVED that the Board of Education adjourn the public portion of the meeting and convene an Executive Session for the purpose of discussing negotiations."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	William Ferro, Trustee
<b>SECONDER:</b>	Daborah Lee, Trustee
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**6:00 PM** The Board went into Executive Session

**7:00 PM** The Board came out of Executive Session and convened the Reorganization Meeting

### 3. Attendance

#### ATTACHMENTS:

- 7-6-17 Sign-In Sheet (PDF)

**II. Resolutions****1. Election of President**

**"BE IT RESOLVED, that the Board of Education elect William Ferro to serve as President of the Board of Education for the 2017-2018 school year."**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jill Citron, Trustee
<b>SECONDER:</b>	Daborah Lee, Trustee
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**2. Election of Vice President**

**"BE IT RESOLVED, that the Board of Education elect Jill Citron to serve as Vice President for the 2017-2018 school year."**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Daborah Lee, Trustee
<b>SECONDER:</b>	Barbara Krieger, Trustee
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**3. Appointment of District Clerk**

**"BE IT RESOLVED, that the Board of Education appoint Victor Manuel, Assistant Superintendent for Business Affairs, to serve as District Clerk of the Jericho Union Free School District for the 2017-2018 school year."**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**4. Appointment of Deputy District Clerk**

**"BE IT RESOLVED, that the Board of Education appoint Nancy Saviano, Secretary to the Assistant Superintendent for Business Affairs, to serve as Deputy District Clerk of the Jericho Union Free School District for the 2017-2018 school year."**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**5. Appointment of Treasurer**

"BE IT RESOLVED, that the Board of Education appoint Christine Comegna to serve as Treasurer of the Jericho Union Free School District for the 2017-2018 school year."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**6. Appointment of Deputy Treasurer**

"BE IT RESOLVED, that in accordance with Par. 2 of the Sec. 1720 of the new York State Education Law, Ben Ciuffo, Ed. D., Assistant Superintendent of Educational Operations and Human Resources, be appointed Deputy Treasurer of the Jericho Union Free School District. The Deputy Treasurer shall serve as Treasurer of the school district in case of absence or inability of the Treasurer to perform her normal duties for the 2017-2018 school year."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**7. Authorize Treasurer to Make Investments**

"BE IT RESOLVED, that the Board of Education authorizes Christine Comegna, District Treasurer, or in her absence, Ben Ciuffo, Deputy Treasurer, to make investments of monies on behalf of the Jericho Union Free School District in accordance with Sect. 1723-a of the New York State Education Law."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**8. Appointment of Purchasing Agent**

"BE IT RESOLVED, that Victor Manuel, Assistant Superintendent for Business Affairs, be appointed Purchasing Agent for the 2017-2018 school year."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

9. Appointment of Clerk of the Works

"BE IT RESOLVED, that Michael Hahn, Director of Facilities, be appointed Clerk of the Works for all approved building projects during the 2017-2018 school year."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

10. Board Policy Review

"BE IT RESOLVED, that the Board of Education review and approve the following policies:

- Policy #5220                      District Investments
- Policy #5421                      Procurement of Goods and Services
- Policy #5692                      HIV Related Items
- Policy #7130                      Ages of Attendance and Student Residency
- Policy #7310                      School Conduct and Discipline

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

ATTACHMENTS:

- policy review final 2017 (PDF)

11. Designation of Board Meeting Dates for 2017-2018 School Year

"BE IT RESOLVED, that the Board of Education approves meetings of the Board of Education for the 2017-2018 school year as shown in the attached."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

## ATTACHMENTS:

- mtg dates 2017-2018 (DOCX)

## 12. Appointment of School District Attorney

"BE IT RESOLVED, that the Board of Education appoint Ingerman Smith LLP to serve as Attorney for the Jericho UFSD for the 2017-2018 school year and authorizes the Board President to execute agreement for such."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

## 13. Certification of Payrolls

"BE IT RESOLVED, that the President of the Board of Education, or his/her designee, be authorized to certify payrolls of the Jericho Union Free School District."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

## 14. Treasurer of Extra Classroom Activity Funds

"BE IT RESOLVED, that Kathleen Greene, Account Clerk, be appointed Treasurer of the Extra Classroom Activity Funds of the Jericho Union Free School District."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

## 15. School District Asbestos Inspectors

"BE IT RESOLVED, that the Board of Education approve the appointment of Michael Hahn, William Hennes and Kevin Randazzo as School Asbestos (LEA) Designees per AHERA regulations Public Law 99-519 from July 1, 2017 to June 30, 2018."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

**16. Petty Cash Funds**

"BE IT RESOLVED, that the Board of Education establishes the following petty cash funds for the Jericho Union Free School District for the 2017-2018 school year:

Principal, Middle School	\$100.00
Principal, High School	\$100.00
Principal, Cantiague	\$100.00
Principal, Jackson	\$100.00
Principal, Seaman	\$100.00
Principal, High School	\$100.00 (Home & Careers)
Asst. Supt. for Operations	\$100.00
Asst. Supt. for Business Affairs	\$100.00
Director of Facilities Operations	\$100.00
Food Service Director	\$100.00
Superintendent of Schools	\$100.00
Transportation	\$100.00

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

**17. Title IX, SAVE Legislation and ADA Designee**

"BE IT RESOLVED, that the Board of Education approves the appointment of Barbara Bauer, Assistant Superintendent for Curriculum and Instruction, to serve as the Title IX Compliance Officer, the Designated Educational Official (DEO) per SAVE Legislation, Chapter 181 of the Laws of 2000 and the American Disabilities Act (ADA) Designee from July 1, 2017 - June 30, 2018."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

**18. Section 504 Compliance Coordinator and American Disabilities**

"BE IT RESOLVED, that the Board of Education approves the appointment of John Castronova, Psy. D., Director of Pupil Personnel Services, as the Section 504 Coordinator from July 1, 2017 - June 30, 2018."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

19. Depositories

"BE IT RESOLVED, that the Board of Education designates the following as Depositories for the Jericho Union Free School District for the 2017-2018 school year:

Payroll Account	JP Morgan Chase Bank
Trust & Agency Account	JP Morgan Chase Bank
General Fund Account	Capital One Bank
General Fund Account	JP Morgan Chase Bank
General Fund Account	Flushing Bank
Employee Benefit Reserve	Flushing Bank
Capital Reserve (Facilities Improvement Program - Jericho Public Schools)	Flushing Bank
Capital Reserve II (Facilities Improvement Program - Jericho Public Schools II)	Flushing Bank
Capital Reserve III (Facilities Improvement Program- Jericho Public Schools III)	Flushing Bank
School Lunch Fund	Capital One Bank
Federal Fund Account	JP Morgan Chase Bank
Student Activity Fund	JP Morgan Chase Bank
Escrow Account - Robert Williams #1	Capital One Bank
Debt Service	Capital One Bank
ERS Reserve	JP Morgan Chase Bank
Capital Fund	Capital One Bank
Unemployment Reserve	JP Morgan Chase Bank
Flex Debit Card Activity Account	Bancorp Bank
Flex Spending Account	JP Morgan Chase Bank
Scholarship Account	JP Morgan Chase Bank

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**20. Records Management Officer and Records Access Officer**

"BE IT RESOLVED, that the Board of Education approves the appointment of the District Clerk as the Records Management Officer and the Records Access Officer from July 1, 2017 - June 30, 2018."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**21. Census Enumerator**

"BE IT RESOLVED, that the Board of Education approves the appointment of Ben Ciuffo, Ed. D., Assistant Superintendent for Educational Operations and Human Resources, as the District Census Enumerator to serve from July 1, 2017 - June 30, 2018."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

**22. Nassau County Workers Compensation Cooperative**

"BE IT RESOLVED, that whereas the Board of Education desires to manage its exposure to worker's compensation liability, and

WHEREAS, the Board of Education has determined that membership in a cooperative is the most economical and efficient manner in which to administer and manage the district's workers compensation liability, and

WHEREAS, the Board of Education shall evaluate its participation in a cooperative each year,

BE IT RESOLVED that the Board of Education maintain its membership in the Nassau County Schools Cooperative Self-Insurance Plan for Worker's Compensation for the 2017-2018 school year.

BE IT FURTHER RESOLVED, that the Board of Education appoints Victor Manuel, Assistant Superintendent for Business Affairs, or his designee, as representative of Jericho UFSD to the Board of Trustees of the Nassau County Schools Cooperative Self-Insurance Plan for Workers Compensation."



**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

23. Authorization of the Superintendent to Make Budget Transfers in Accordance with Board Policy #5330 per Section 170-2 of the Commissioner's Regulations  
"BE IT RESOLVED, that the Board of Education authorizes the Superintendent to make budget transfers in accordance with Board Policy #5330."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

24. Authorize the Assistant Superintendent for Business Affairs to Make Budget Transfers for the Reconciliation of Accounts for June 2018  
"BE IT RESOLVED, that the Board of Education authorizes the Assistant Superintendent for Business Affairs, or his/her designee, to make budget transfers for the reconciliation of accounts in preparation for the year end financial report due June 30, 2018."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

25. Authorization of Superintendent of Schools to Apply for Grants  
"BE IT RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools or his/her designee to make application to any government agency or private or public foundation or to any other commercial or public organization for such grant in materials, recognition or financial assistance as would be in the interest of the School District."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

26. Internal Auditor

"BE IT RESOLVED, that the Board of Education approves the appointment of Nawrocki Smith LLP to serve as Internal Auditor of the Jericho Union Free School District for the period July 1, 2017 to June 30, 2018."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

27. Claims Auditor

"BE IT RESOLVED, that the Board of Education appoints Emkay Consulting, LLP - Mike Kearns - to serve as Claims Auditor of the Jericho Union Free School District for the period July 1, 2017 to June 30, 2018."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

28. External Auditor

"BE IT RESOLVED, that the Board of Education appoints Cullen & Danowski, LLP to serve as External Auditor of the Jericho Union Free School District for the period July 1, 2017 to June 30, 2018."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

29. Appointment of School, Substitute and Game Physicians

"BE IT RESOLVED, that the Board of Education approves the appointment of the following school physicians and game physicians for the 2017-2018 school year, at the rate indicated:

Name	Retainer	Football Game Fee
Eugene Gerardi, MD	\$10,500	\$200 per game
Stephen Daquina, MD	\$100/hr for physicals	\$200 per game
Behrouz Farahmandpour, MD	\$100/hr for physicals	\$200 per game
William Sierra, PA	\$100/hr for physicals	
Susan Milner, NP	\$100/hr for physicals	
Sara Miller, PA	\$100/hr for physicals	

Christopher Beard, MD	\$100/hr for physicals	\$200 per day
Lawrence Northorn, MD	\$100/hr for physicals	\$200 per day
Lawrence Ira Salob, MD	\$100/hr for physicals	\$200 per day
Sheldon Yao, MD	\$100/hr for physicals	\$200 per day
Helaine Larsen, MD	\$100/hr for physicals	\$200 per day
Brianna Vite, PA	\$100/hr for physicals	
Hana Dandona, PA	\$100/hr for physicals	
Lazuren Talsnick, PA	\$100/hr for physicals	
Dr. Kanokporn Tangsuan	\$100/hr for physicals	\$200 per game
Karl Friedman, MD	\$100/hr for physicals	\$200 per game
Nancy Fortin, NP	\$100/hr for physicals	
Susan Melnick, NP	\$100/hr for physicals	
Michael Moskowitz, MD	\$100/hr for physicals	\$200 per game
Jason Caratozzolo, PA	\$100/hr for physicals	\$200 per game
Christopher Dandona, PA	\$100/hr for physicals	\$200 per game
Brett Sprain, MD	\$100/hr for physicals	\$200 per game
Rosemary Verow-Freitagm PA	\$100/hr for physicals	\$200 per game
Raffaella Conte, PA	\$100/hr for physicals	

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

**30. Official School District Newspapers**

"BE IT RESOLVED, that the Board of Education designates *Newsday* as the official newspaper for legal publications related to bids and *Newsday*, the *Jericho New Journal* and the *Syosset Jericho Tribune* as the official newspapers for legal publications related to the Jericho Union Free School District Annual Election/Budget Vote for the 2017-2018 school year."

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Barbara Krieger, Trustee  
**SECONDER:** Jill Citron, Vice President  
**AYES:** Citron, Ferro, Krieger, Lee, Wasserman-Heath

**31. Setting of Substitute Rate of Pay**

"BE IT RESOLVED, that the rate of pay for per diem substitute teachers shall be \$95.00 per day."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

### 32. Authorization Signatures

"BE IT RESOLVED, that Christine Comegna, Treasurer, and in her absence Ben Ciuffo, Ed. D., Deputy Treasurer, of the Jericho Union Free School District are hereby authorized to sign all checks and drafts of the above mentioned school district drawn on the J.P. Morgan chase Bank, Capital One Bank, and Flushing Bank for the 2017-2018 school year."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

### 33. District DASA Coordinators

"BE IT RESOLVED, that the following individuals be appointed as District DASA (Dignity for all Students Act) Coordinators for the 2017-2018 school year:

Todd Benjamin  
 Joanne Verdino  
 Elyssa Cremeni  
 Stacy Schwartz  
 Mary Ann Colucci  
 Benny D'Aquila  
 Ivy Sherman  
 Donald Gately  
 Joseph Wiener  
 Joan Rosenberg  
 Dagoberto Artiles  
 Gina Faust

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath

## III. Adjourn

### 1. Adjourn Reorganization Meeting

"BE IT RESOLVED that the Board of Education adjourn the Reorganization Meeting at 7:15 PM and convene the Regular Meeting."

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Barbara Krieger, Trustee
<b>SECONDER:</b>	Jill Citron, Vice President
<b>AYES:</b>	Citron, Ferro, Krieger, Lee, Wasserman-Heath