

MINUTES

BOARD OF EDUCATION • ROOSEVELT, NEW YORK

ROOSEVELT UNION FREE SCHOOL DISTRICT • TOWN OF HEMPSTEAD • NASSAU COUNTY

www.rooseveltufsd.com

REORGANIZATION
MEETING

ROOSEVELT HIGH SCHOOL

TUESDAY JULY 3rd, 2012

5:00 P.M. (Meeting reconvenes into Public Session)

"The Relentless Pursuit of Excellence In All That We Do!"

The Reorganization Meeting of the Roosevelt Union Free School District Board of Education was held on Tuesday July 3rd, 2012, at Roosevelt High School, 335 E. Clinton Ave., Roosevelt, NY 11575.

I. CALL TO ORDER

The Board of Education Meeting was called to order by Board President Robert Summerville at 5:08pm

II. DETERMINATION OF QUORUM

The following members of the Board were present:

Robert Summerville, Board President

Frank Scott, Vice President

Wilhelmina Funderburke

Alfred T. Taylor, Trustee

Robert Miller, Trustee

James Milam, District Clerk

The following members of the Board were absent:

None

The following school administrators were present:

Robert-Wayne Harris, Superintendent of Schools

Dr. Marianna Steele, Assistant Superintendent for Curriculum and Instruction

Lyne Taylor, Interim Assistant Superintendent for Business and Operations

Ronald Grotzky, Assistant Superintendent for Human Resources and Professional Development

The following school administrators were absent:

None

Also in attendance

Dr. Lauber, Fiscal Administrator

III. MOTION TO CONVENE IN EXECUTIVE SESSION**TIME:** 5:09pm

For the purpose of discussing the following topics:

- Matters of personnel concerning "the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.
- Proposed, pending, or current litigation."

MOTION BY: Frank Scott**SECOND BY:** Alfred T. Taylor**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0**IV. CALL TO ORDER****TIME:** 7:30pm**V. MOTION TO RECONVENE IN REGULAR SESSION****TIME:** 7:30pm**MOTION BY:** Frank Scott**SECOND BY:** Wilhelmina Funderburke**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0**VI. PLEDGE OF ALLEGIANCE**

VII. INDIVIDUAL ORGANIZATION OF THE BOARD – TABLE OF CONTENTS

- A.** Administration of The Oath of Office - Newly Elected Board Members
- B.** Administration of The Oath of Office – Superintendent of Schools
- C.** Appointment of The Board President And Vice President
- D.** Administration of The Oath of Office - Newly Appointed Board President And Vice President
- E.** Board of Education Subcommittees
- F.** Appointment of Officers To The Board
- G.** Administration of The Oath of Office – District Clerk
- H.** Appointment of The Auditor
- I.** Appointment of Accounting Firm
- J.** Appointment of School Attorneys And Advisors To The Board
- K.** Appointment of The Committees On Special Education
- L.** Appointment of The School Physician
- M.** Designations of Banks As Depositories
- N.** Appointment of The Official Newspaper
- O.** Authorization of Petty Cash Accounts
- P.** Authorization of Budget Transfers
- Q.** Authorization To Open Bids
- R.** Establishment of District Rates
- S.** Designation of Authorized Signatures on Checks
- T.** Certification of Payrolls
- U.** Authorization To Approve Conferences
- V.** Bonding of Employees
- W.** Acceptance of State And Federal Funds
- X.** Board of Education Policy Manual
- Y.** Indemnification of School Board Members And Employees
- Z.** Authorization of Board Memberships
- AA.** Authorization To Enter Into Agreements
- BB.** Conference Attendance And Reimbursement of Expenses For Board of Education Members
- CC.** Use of Cell Phones
- DD.** Salary Increases And Confidential Management Stipend
- EE.** Appointment of Technology Services
- FF.** District Organizational Chart
- GG.** Adjournment

ORGANIZATION OF THE BOARD**A. ADMINISTRATION OF THE OATH OF OFFICE - NEWLY ELECTED BOARD MEMBERS****Robert Miller, Trustee**

Administered by Lamb and Barnosky, LLP

"I, Robert Miller, do solemnly affirm that I will support the Constitution of the United States of America and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of Trustee according to the best of my ability."

Public Officers Oath (Article XIII – 1 of the New York State Constitution)**B. ADMINISTRATION OF THE OATH OF OFFICE – SUPERINTENDENT OF SCHOOLS****Robert-Wayne Harris, Superintendent of Schools**

Administered by Lamb and Barnosky, LLP

"I, Robert-Wayne Harris, do solemnly affirm that I will support the Constitution of the United States of America and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of Superintendent of Schools according to the best of my ability."

C. APPOINTMENT OF THE BOARD PRESIDENT AND VICE PRESIDENT

Nomination for President:

Robert Summerville	# of	Votes: <u>4</u>
Frank Scott	# of	Votes: <u>0</u>
Wilhelmina Funderburke	# of	Votes: <u>0</u>
Robert Miller	# of	Votes: <u>0</u>
Alfred T. Taylor	# of	Votes: <u>0</u>

****Board Trustee Funderburke Abstained from voting****

Nomination for Vice-President:

Frank Scott	# of	Votes: <u>4</u>
Wilhelmina Funderburke	# of	Votes: <u>0</u>
Robert Miller	# of	Votes: <u>0</u>
Alfred T. Taylor	# of	Votes: <u>WE</u>

BE IT RESOLVED, that the Board of Education hereby appoints Robert Summerville as President of the Board of Education for the 2012-2013 school year; and

BE IT FURTHER RESOLVED, that the Board of Education hereby appoints Frank Scott as Vice President of the Board of Education for the 2012-2013 school year; and

APPOINTMENT OF THE BOARD PRESIDENT AND VICE PRESIDENT - CONTINUED

BE IT FURTHER RESOLVED, that the President is authorized to execute documents approved by the Board of Education; and

BE IT FURTHER RESOLVED, that in the event the President is absent from a meeting the Vice President shall be authorized to preside over a particular meeting and is also authorized to execute documents approved by the Board of Education; and

BE IT FURTHER RESOLVED, that in the event that both the President and Vice President are absent from the same meeting, a majority of the entire Board may elect a chair pro tem, on a single-meeting basis.

MOTION BY: Alfred T. Taylor

SECOND BY: Frank Scott

YEA: 5

NAY: 0

MOTION PASSED

ABSTAIN: 0

D. ADMINISTRATION OF THE OATH OF OFFICE - NEWLY APPOINTED BOARD PRESIDENT AND VICE PRESIDENT

"I, Robert Summerville, do solemnly affirm that I will support the Constitution of the United States of America and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of Board President according to the best of my ability."

"I, Frank Scott, do solemnly affirm that I will support the Constitution of the United States of America and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of Board Vice President according to the best of my ability."

E. BOARD OF EDUCATION SUBCOMMITTEES

BE IT RESOLVED, that the Board of Education of the Roosevelt Union Free School District hereby authorizes and approves the following as subcommittees of the Board of Education for the 2012-2013 school year:

Audit Committee
High School Renovation Committee
Policy Committee
Scholarship and Honors Committee

BE IT FURTHER RESOLVED, that the Board of Education hereby creates the ad hoc Facilities Use Committee for the purpose of reviewing the use of District facilities by outside organizations and determining whether these organizations are in compliance with the District's policies, regulations and procedures governing the use of District facilities.

BE IT FURTHER RESOLVED, that the Board of Education of the Roosevelt Union Free School District hereby authorizes and approves the following Board of Education Members to serve as the Chair of the subcommittees of the Board of Education for the 2012-2013 school year:

G. ADMINISTRATION OF THE OATH OF OFFICE – DISTRICT CLERK

James Milam, District Clerk
Administered by Lamb and Barnosky, LLP

"I, James Milam, do solemnly affirm that I will support the Constitution of the United States of America and the Constitution of the State of New York, and that I will faithfully discharge the duties of the Office of District Clerk according to the best of my ability."

MOTION TO AMEND THE AGENDA – to remove Special Civil Rights Counsel, under item J, as see below.

MOTION BY: Robert Summerville

SECOND BY: Frank Scott

YEA: 5

NAY: 0

MOTION PASSED

ABSTAIN: 0

The Board voted to approve items H – J in one vote (block vote)

H. APPOINTMENT OF THE AUDITOR

BE IT RESOLVED, that the Board of Education hereby appoints the firm listed below as the external auditors of the District for the Year 2012-2013.

Deans & Archer, Certified Public Accountants

MOTION BY: Frank Scott

SECOND BY: Alfred T. Taylor

YEA: 5

NAY: 0

MOTION PASSED (bv)

ABSTAIN: 0

I. APPOINTMENT OF ACCOUNTING FIRM

BE IT RESOLVED, that the Board of Education hereby appoints the firm of **Cullen & Danowski** to prepare the District's year end financial statements including the Management Discussion & Analysis for the fiscal year ending June 30, 2012.

MOTION BY: Frank Scott

SECOND BY: Alfred T. Taylor

YEA: 5

NAY: 0

MOTION PASSED (bv)

ABSTAIN: 0

J. APPOINTMENT OF SCHOOL ATTORNEYS AND ADVISORS TO THE BOARD**GENERAL COUNSEL**

BE IT RESOLVED, that the Board of Education hereby appoints **Lamb and Barnosky, LLP** as general counsel to the District effective July 1, 2012 through June 30, 2013; and

SPECIAL EDUCATION COUNSEL

BE IT FURTHER RESOLVED, that the Board of Education hereby appoints **Bond, Shoenek and King, PLLC** as special education counsel to the District effective July 1, 2012 through June 30, 2013; and

LABOR COUNSEL

BE IT FURTHER RESOLVED, that the Board of Education hereby appoints **Guercio and Guercio, LLP** as labor counsel to the District effective July 1, 2012 through June 30, 2013; and

BOND COUNSEL

BE IT FURTHER RESOLVED, that the Board of Education hereby appoints **Hawkins, Delafield and Woods**, as bond counsel to the District for the period July 1, 2012 through June 30, 2013; and

~~SPECIAL CIVIL RIGHTS COUNSEL~~

~~**BE IT RESOLVED**, that the Board of Education hereby appoints the **Law Offices of Frederick K. Brewington** as special civil rights counsel on an as-needed basis.~~

FINANCIAL ADVISORS

BE IT FURTHER RESOLVED, that the Board of Education hereby appoints **Munistat** as the financial advisors to the District for the period of July 1, 2012 through June 30, 2013; and

MOTION BY: Frank Scott

SECOND BY: Alfred T. Taylor

YEA: 5

NAY: 0

MOTION PASSED (bv)

ABSTAIN: 0

K. APPOINTMENT OF THE COMMITTEES ON SPECIAL EDUCATION

BE IT RESOLVED, that the Board of Education hereby amends appointments to the Committees on Special Education Shall in accordance to Education Law and shall be effective for the year 2012-2013;

1. District CSE/CPSE Committee:

- Dr. Dionne Wynn, CSE/CPSE Chair
- Gwendolyn Holland, Coordinator of Special Education Services / CSE Chair & Alternate CPSE Chair
- Dr. Marie Antoine, Psychologist
- Dr. Alexander McGlashan, CSE / CPSE Chair
- Vivien Mott, Social Worker
- Mia Camen, Speech Pathologist
- Regina Swanson, Special Education Teacher
- Joyce Boben, General Education Teacher
- TBD, General Education Teacher
- Parent Members
 - Regina Williams
 - Joyce Yearling
 - Pamela Muniz
 - Fatima Peralta Rodriguez
 - Mario Juist

2. CSE Subcommittee/Centennial:

- Rose Sprufero, Psychologist
- Gloria Stubbs, Social Worker
- Kathleen Speelman, Speech Pathologist
- Diane Goodwin, Special Education Teacher
- General Education Teacher, TBD
- Parent

3. CSE Subcommittee/Ulysses Byas:

- Dr. Alexandra McGlashan, Psychologist
- TBD, Social Worker
- Sandra Williams, Speech Teacher
- Sheila Finch, Special Education Teacher
- General Education Teacher, TBD
- Parent

4. CSE Subcommittee/Washington Rose:

- TBD, Psychologist
- Mia Camen, Speech Therapist
- Nicole Rivera, Special Education Teacher
- General Education Teacher, TBD
- Parent

APPOINTMENT OF THE COMMITTEES ON SPECIAL EDUCATION – CONTINUED**5. CSE Subcommittee/Middle School**

- Lynn Leach, Psychologist
- Nicole Charles, Speech Teacher
- Akosua Agyeman, Special Education Teacher
- General Education Teacher, TBD
- Parent

6. CSE Subcommittee/High School

- Dr. Marie Antoine, Psychologist
- Vivien Mott, Social Worker
- Sherri Risener, Special Education Teacher
- Regina Swanson, Transition Teacher
- General Education Teacher, TBD
- Parent

MOTION BY: Frank Scott**SECOND BY:** Wilhelmina Funderburke**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0**IMPARTIAL HEARING OFFICERS**

BE IT FURTHER RESOLVED, that the CSE/ CPSE Chair shall canvass the list of impartial hearing officers who have expressed a willingness to conduct hearings in Nassau County in order to assess whether such hearing officers are willing to serve as hearing officers in connection with Roosevelt matters and to ascertain whether there is any conflict of interest or appearance of impropriety which would preclude a hearing officer from hearing a Roosevelt matter.

MOTION BY: Alfred T. Taylor**SECOND BY:** Wilhelmina Funderburke**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0**L. APPOINTMENT OF THE SCHOOL PHYSICIAN**

BE IT RESOLVED, that the Board of Education hereby appoints Michele Reed, MD, as the District's physician for the 2012-2013 year at a rate of \$200.00 per hour.

MOTION BY: Frank Scott**SECOND BY:** Alfred T. Taylor**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0

M. DESIGNATIONS OF BANKS AS DEPOSITORIES

BE IT RESOLVED, that the Board of Education hereby designates the following banks as the depositories of the District for 2012-2013:

DESCRIPTION	GENERAL LEDGER ACCT #
CITIBANK	
General Fund Checking	A200
Trust & Agency Fund Checking – P/R Net	T200
Trust & Agency Fund Checking – P/R Deduct	T200ED
School Lunch Checking	C200BA
Federal Fund Checking	F200
Trust & Agency Fund Checking – Special	T200-1
Trust & Agency Eddie Murphy Scholarship	T201
CAPITAL ONE	
Capital Fund Checking	V200
Capital Fund Checking – Centennial	H200-CEN
Capital Fund-Liquid Investment MM Centennial	H201-CEN
Capital Fund Liquid Investment MM Washington Rose	H201-WR
NYLAF/M&T BANK	
General Fund – Liquid Investment MM	A201NYLAF
Lunch Fund – Liquid Investment MM	C201NYLAF
Federal Fund – Liquid Investment MM	F201NYLAF
THE BANK OF NEW YORK	
Bond Issuance Account Required by DASNY	H201-BONY

MOTION BY: Wilhelmina Funderburke

SECOND BY: Frank Scott

YEA: 4

NAY: 0

MOTION PASSED

ABSTAIN: RM

N. APPOINTMENT OF THE OFFICIAL NEWSPAPER

BE IT RESOLVED, that the Board of Education hereby appoints *Newsday* as the official newspaper for the purpose of placing legal advertisements;

MOTION BY: Frank Scott

SECOND BY: Wilhelmina Funderburke

YEA: 4

NAY: 0

MOTION PASSED

ABSTAIN: RM

O. AUTHORIZATION OF PETTY CASH ACCOUNTS

BE IT RESOLVED, that the Board of Education hereby approves that petty cash accounts be established in the amount of \$100 each as follows:

District Clerk – James Milam

Superintendent's Office – Diane Battle

Business Office – Shaneiqua Butts

MOTION TO APPROVE

BY: Wilhelmina Funderburke

SECOND BY: Frank Scott

YEA: 5

NAY: 0

MOTION PASSED

ABSTAIN: 0

P. AUTHORIZATION OF BUDGET TRANSFERS

BE IT RESOLVED, that the Board of Education hereby approves the Superintendent of Schools and/or his or her designee is hereby authorized to make budget transfers in accordance with the regulations as set forth by the Commissioner of Education and in accordance with the policy on budget transfers as set forth by the Board. Amount not to exceed \$7,500.

MOTION TO APPROVE

BY: Frank Scott

SECOND BY: Wilhelmina Funderburke

YEA: 5

NAY: 0

MOTION PASSED

ABSTAIN: 0

Q. AUTHORIZATION TO OPEN BIDS

BE IT RESOLVED, that the Board of Education hereby authorizes the following employees to receive and open bid proposals for the 2012-2013 year:

- a. Superintendent of Schools
- b. Assistant Superintendent for Business and Operation
- c. Purchasing Agent
- d. Clerk of the Board
- e. Assistant Business Official

BE IT FURTHER RESOLVED, that two representatives from the District shall be present at all bid openings in accordance with Board policy.

MOTION BY: Wilhelmina Funderburke

SECOND BY: Frank Scott

YEA: 4

NAY: 0

MOTION PASSED

ABSTAIN: RM

R. ESTABLISHMENT OF DISTRICT RATES

BE IT RESOLVED, that the Board hereby establishes the following schedule of rates:

- A. Use of Facilities (Buildings) and Fields shall be in accordance with the regulations
- B. Authorized Reimbursable Travel Mileage Allowance shall be set at the IRS rate.
- C. Daily Meal Allowance for conference shall be set at \$45 per day.
- D. School Breakfast and Lunch Prices shall be as follows:
 - a. Pre-Kindergarten: Breakfast - \$1.00 Lunch - \$1.75
 - b. Elementary (K-6): Breakfast - \$1.25 Lunch - \$1.75
 - c. Secondary (7-12): Breakfast - \$1.25 Lunch - \$2.00
 - d. Milk - 35¢
 - e. Chocolate Milk - 35¢
 - f. Adult / a la carte: Breakfast - \$2.00 Lunch - \$4.00
- E. Substitute Teacher, Teacher Assistant, Clerical and Cleaner Rates shall be as follows:
 - a. Daily Substitute Teacher rate - \$90 non-certified; and \$110 certified
 - b. Substitute Clerical rate - \$11.50 per hour
 - c. Substitute Cleaner rate - \$10.75 per hour
- F. District Rates for Election Workers
 - a. Election Chairpersons - \$18.00 per hour
 - b. Election Workers - \$15.00 per hour
- G. District Rates for Board of Registration - \$15.00 per hour

MOTION BY: Frank Scott

SECOND BY: Alfred T. Taylor

YEA: _____

NAY: _____

MOTION WITHDRAWN

ABSTAIN: _____

MOTION TO AMEND**BY:** Alfred T. Taylor**SECOND BY:** Frank Scott**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0**AMENDED RESOLUTION****R. ESTABLISHMENT OF DISTRICT RATES****BE IT RESOLVED**, that the Board hereby establishes the following schedule of rates:

- a. Use of Facilities (Buildings) and Fields shall be in accordance with the regulations
- b. Authorized Reimbursable Travel Mileage Allowance shall be set at the IRS rate.
- c. Daily Meal Allowance for conference shall be set at \$50 per day.
- d. School Breakfast and Lunch Prices shall be as follows:
 - a. Pre-Kindergarten: Breakfast - \$1.00 Lunch - \$1.75
 - b. Elementary (K-6): Breakfast - \$1.25 Lunch - \$1.75
 - c. Secondary (7-12): Breakfast - \$1.25 Lunch - \$2.00
 - d. Milk - 35¢
 - e. Chocolate Milk - 35¢
 - f. Adult / a la carte: Breakfast - \$2.00 Lunch - \$4.00
- e. Substitute Teacher, Teacher Assistant, Clerical and Cleaner Rates shall be as follows:
 - a. Daily Substitute Teacher rate - \$90 non-certified; and \$110 certified
 - b. Substitute Clerical rate - \$11.50 per hour
 - c. Substitute Cleaner rate - \$10.75 per hour
- f. District Rates for Election Workers
 - a. Election Chairpersons - \$18.00 per hour
 - b. Election Workers - \$15.00 per hour
- g. District Rates for Board of Registration - \$15.00 per hour

MOTION TO APPROVE AS AMENDED**BY:** Alfred T. Taylor**SECOND BY:** Frank Scott**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0**S. DESIGNATION OF AUTHORIZED SIGNATURES ON CHECKS****BE IT RESOLVED**, that the Treasurer be authorized to sign checks on behalf of the District for the period to begin July 1, 2012 and end June 30, 2013; and**BE IT FURTHER RESOLVED**, that in the absence of the Treasurer, the Board of Education member, Robert Miller, shall be authorized to sign checks on behalf of the District for the period to begin July 1, 2012 and end June 30, 2013.**MOTION BY:** Frank Scott**SECOND BY:** Alfred T. Taylor**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0

T. CERTIFICATION OF PAYROLLS

BE IT RESOLVED, that the Board of Education hereby approves the Superintendent of Schools or the Assistant Superintendent for Business shall be designated as the authorized person to certify the payrolls of the District from July 1, 2012 to June 30, 2013.

MOTION TO APPROVE

BY: Wilhelmina Funderburke **SECOND BY:** Alfred T. Taylor **YEA:** 4

NAY: FS

MOTION PASSED

ABSTAIN: 0

U. AUTHORIZATION TO APPROVE CONFERENCES

BE IT RESOLVED, that the Board of Education hereby approves the Superintendent of Schools and his or her designee shall be designated as the authorized persons to approve employee requests to attend conferences for the year 2012-2013.

MOTION TO PPROVE

BY: Wilhelmina Funderburke **SECOND BY:** Alfred T. Taylor **YEA:** _____

NAY: _____

MOTION WITHDRAWN

ABSTAIN: _____

MOTION TO AMEND

BY: Frank Scott **SECOND BY:** Alfred T. Taylor **YEA:** 5

NAY: 0

MOTION PASSED

ABSTAIN: 0

AMENDED RESOLUTION**U. AUTHORIZATION TO APPROVE CONFERENCES**

BE IT RESOLVED, that the Board of Education hereby approves the Superintendent of Schools and his or her designee shall be designated as the authorized persons to approve employee requests to attend *in state* conferences for the year 2012-2013.

MOTION TO APPROVE AS AMENDED

BY: Wilhelmina Funderburke **SECOND BY:** Alfred T. Taylor **YEA:** 5

NAY: 0

MOTION PASSED

ABSTAIN: 0

V. BONDING OF EMPLOYEES

BE IT RESOLVED, by the Board of Education, in accordance with the Laws of the State of New York, that all the employees and officers of the Board shall be bonded and included within the blanket public employee dishonesty insurance policy purchased by the Roosevelt Union Free School District. The insurance policy covers all employees, including the Superintendent, Treasurer, Purchasing Agent, Payroll Clerk, Accounts Payable Clerk, all Assistant Superintendents, Central Treasurer for Extra Classroom Activity Fund, Internal Auditor, Internal Claims Auditor and External Auditor.

MOTION BY: Frank Scott**SECOND BY:** Wilhelmina Funderburke**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0**W. ACCEPTANCE OF STATE AND FEDERAL FUNDS**

BE IT RESOLVED, that the Board of Education hereby accepts, as a necessary preliminary, any and all State and Federal funds that are to be used for the improvement of the Educational System of the Roosevelt Public Schools.

BE IT RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools to apply for and accept all grants from governmental and private organizations.

MOTION BY: Wilhelmina Funderburke**SECOND BY:** Frank Scott**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0

X. BOARD OF EDUCATION POLICY MANUAL

BE IT RESOLVED, that the Board of Education hereby adopts the Erie1 BOCES policy Binder, encompassing the following policies as the Board Policy for the Roosevelt UFSD:

NUMBER**ORGANIZATION OF THE BOARD OF EDUCATION**

1.0 Interim Board of Education/Additional Authority of the Commissioner of Education	1100
1.1 School District and Board of Education Legal Status	1110
1.2 Board of Education Authority	1120
1.3 Number of Members and Terms of Office	1130

NOMINATION AND ELECTION OF BOARD OF EDUCATION MEMBERS

2.1 Board of Education Members: Qualifications	1210
2.2 Board of Education Members: Nomination and Election	1220
2.3 Reporting of Expenditures and Contributions	1230
2.4 Resignation and Dismissal	1240

THE ROLE OF THE BOARD OF EDUCATION

3.1 Powers and Duties of the Board	1310
3.2 Nomination and Election of Board Officers	1320
3.2.1 Duties of the President of the Board of Education	1321
3.2.2 Duties of the Vice President of the Board of Education	1322
3.3 Appointments and Designations by the Board of Education	1330
3.3.1 Duties of the District Clerk	1331
3.3.2 Duties of the School District Treasurer	1332
3.3.3 Duties of the Tax Collector	1333
3.3.4 Duties of the External (Independent) Auditor	1334
3.3.5 Appointment and Duties of the Claims Auditor	1335
3.3.6 Duties of the Extraclassroom Activities Fund Central Treasurer and Faculty Auditor	1336
3.3.7 Duties of the School Attorney	1337
3.3.8 Duties of the School Physician/Nurse Practitioner	1338
3.3.9 Duties of the Internal Auditor	1339

BOARD POLICY

4.1 Policy	1410
4.2 Execution of Policy: Administrative Regulations	1420

BOARD OF EDUCATION POLICY MANUAL (continued)

NUMBER

MEETINGS OF THE BOARD OF EDUCATION

5.1	Regular Board Meetings.....	1510
5.1.1	Agenda Format	1511
5.2	Special Meetings of the Board of Education	1520

MEETINGS OF THE DISTRICT

6.1	Annual District Meeting and Election/Budget Vote	1610
6.1.1	Business of the Annual District Election.....	1611
6.2	Annual Organizational Meeting	1620
6.3	Legal Qualifications of Voters at School District Meetings.....	1630
6.4	Absentee Ballots.....	1640
6.5	Submission of Questions and Propositions at Annual Elections and Special District Meetings.....	1650

RULES OF MEETINGS

7.1	Quorum	1710
7.2	Minutes.....	1720
7.3	Executive Sessions	1730

MOTION BY: Wilhelmina Funderburke

SECOND BY: Alfred T. Taylor

MOTION PASSED

YEA: 5

NAY: 0

ABSTAIN: 0

Y. INDEMNIFICATION OF SCHOOL BOARD MEMBERS AND EMPLOYEES

WHEREAS, Section 18 of the Public Officers Law of the State of New York authorizes municipal corporations, including boards of education, to adopt supplemental defense and indemnification provisions to those contained in the Education Law; and

WHEREAS, the statute authorizes boards of education to defend, indemnify and save harmless, members of boards of education and officers, agents and employees of boards of education; authorized parent volunteers; members of school-based planning and shared decision making committees; and members of the district's audit committee, in connection with any claims, awards or judgments obtained against such board members, officers, agents or employees; authorized parent volunteers; members of the district's audit committee in any State or Federal Court, in the amount of any judgment, award or claim arose or occurred while the board member, officer, agent or employee or authorized parent volunteer; member of a school-based planning and shared decision making committee; or a member of the district's audit committee was acting within the scope of his or her office or employment or authorized volunteer duties;

BE IT RESOLVED, that the Board of Education hereby adopts the supplemental defense and indemnification provisions contained in Section 18 of the Public Officers Law for its Board members, officers, agents and employees; authorized parent volunteers, members of schools-based planning and shared decision making committees; and members of the district's audit committee. This coverage shall supplement and shall be in addition to the coverage available to such individuals under other enactments, including but not limited to the Education Law of the State of New York; and

BE IT FURTHER RESOLVED, that supplemental hereto and as an additional prerequisite to public office and employment, the Board hereby further extends the right to be defended and indemnified as provided in Public Officers Law, §18 to board members, school officers, agents and employees who are requested or are called to testify as a witness or to answer questions concerning their acts or omissions within the scope of their office, agency or employment before a grand jury, the Office of the District Attorney or other law enforcement official. Nothing herein contained shall be construed to authorize or require defense or indemnification to a board members, school officer, agent or employee who has been identified as a defendant in a pending criminal prosecution or where such individual, or the school district, has reason to believe that such individual is a target in a criminal investigation or prosecution by the Office of the District Attorney or other law enforcement entity.

MOTION BY: Wilhelmina Funderburke

SECOND BY: Frank Scott

YEA: 5

NAY: 0

MOTION PASSED

ABSTAIN: 0

Z. AUTHORIZATION OF BOARD MEMBERSHIPS

BE IT RESOLVED, that the Board of Education hereby agrees to and does hereby authorize membership in the following organizations related to education for the 2012-2013 year:

National School Boards Association
New York School Boards Association
Nassau-Suffolk School Boards Association
National Alliance of Black School Educators (NABSE)
Reform Educational Financing Inequities Today (REFIT)

MOTION BY: Alfred T. Taylor **SECOND BY:** Wilhelmina Funderburke **YEA:** 5
NAY: 0
MOTION PASSED **ABSTAIN:** 0

AA. AUTHORIZATION TO ENTER INTO AGREEMENTS

BE IT RESOLVED, that the Board of Education hereby authorizes and directs the Superintendent of Schools to enter into resolution agreements resolving impartial hearings on behalf of the Board of Education when in his or her judgment, the proposed resolution is in the best interest of the District.

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools or his designee to enter into contracts for daily / regular operations.

MOTION BY: Wilhelmina Funderburke **SECOND BY:** Alfred T. Taylor **YEA:** 5
NAY: 0
MOTION PASSED **ABSTAIN:** 0

BB. CONFERENCE ATTENDANCE AND REIMBURSEMENT OF EXPENSES FOR BOARD OF EDUCATION MEMBERS

BE IT RESOLVED, that the Board of Education herewith approve the attendance by Board of Education Members and Superintendent of Schools at any conferences, workshops, training sessions, educational information sessions and any other presentations by the educational organizations and institutions set forth below for the 2012-2013 school year:

The National School Boards Association
The Nassau-Suffolk School Boards Association
The New York State School Boards Association
New York State Education Department
Reform Educational Financing Inequities Today (REFIT)
Board of Cooperative Educational Services (BOCES)
New York State Legislative Network
Administration for Supervision and Curriculum Development
Nassau County Council of School Superintendents
American Management Association
Association of School Business Officials International
New York State Association of School Business Officials
National Alliance of Black School Educators
SCOPE
Children's Defense Fund's National Conference

BE IT FURTHER RESOLVED, that Board members who want to participate in conferences, programs, workshops and training sessions sponsored by any other educational organizations or institutions should obtain prior approval from the Board.

BE IT FURTHER RESOLVED, and in keeping with our Mission and Vision Statements, the Board of Education is committed to the education of the children of Roosevelt and to that end, wishes to participate in any and all programs which will help our Board enhance, enrich and improve our students and help them become lifelong learners.

CONFERENCE ATTENDANCE AND REIMBURSEMENT OF EXPENSES FOR BOARD OF EDUCATION MEMBERS (continued)

The Board has determined that attendance of Board Members at conferences, workshops, training sessions, educational information sessions and any other presentations by educational organizations and institutions is in the best interest of the District and therefore has determined to reimburse attending Board Members for all reasonable and appropriate expenses, which may be prepaid by the District if appropriate, will be reimbursed after careful consideration of the most economical and practical means of transportation available. Registration, workshop and other fees as itemized in conference literature will be reimbursed at actual cost, or pre-paid by the District. Reimbursement or pre-payment for lodging will be at a rate not in excess of the rate charged by the meeting hotel. Attending Board Members will be provided with tax exemption certificates for use if applicable.

MOTION TO APPROVE**BY:** Wilhelmina Funderburke **SECOND BY:** Wilhelmina Funderburke**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0

CC. USE OF CELL PHONES

BE IT RESOLVED that the Board of Education hereby authorizes Curtis Ramdewar for a Nextel Cellular Phone with 450 minute monthly phone plan for use during official duties:

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes the following employees for Nextel Cellular Phones (walkie-talkie) or its equivalent use during official duties:

1. Assistant Superintendent for Business and Operations
2. Assistant Business Official
3. Maintenance Supervisor
4. Maintainers
5. Custodian Supervisors
6. Head Groundsmen
7. Groundsmen
8. Messenger
9. Head Custodians
 - Roosevelt High School
 - Roosevelt Middle School
 - Washington Rose Elementary School
 - Centennial Avenue Elementary School
 - Ulysses Byas Elementary School

MOTION BY: Robert Summerville

SECOND BY: Wilhelmina Funderburke

YEA: 5

NAY: 0

MOTION PASSED

ABSTAIN: 0

DD. SALARY INCREASES AND CONFIDENTIAL MANAGEMENT STIPEND

BE IT RESOLVED, that the Board of Education approves the salary increase for the following Management and Confidential salaries (non-union staff) for the 2012 – 2013 school year:

Diane Battle, Secretary to the Superintendent

Current Salary: \$62,000

New Salary: \$63,240

Patti Ann DiResto, Secretary to the Assistant Superintendent of Human Resources

Current Salary: \$48,181

New Salary: \$49,145

Joy-Ann Secchio, District Treasurer

Current Salary: \$73,819.00

New Salary: \$75,295

James Milam, District Clerk

Current Salary: \$30,000

New Salary: \$30,600

BE IT FURTHER RESOLVED, that the Board of Education hereby approves a \$2500 stipend for the following Management and Confidential clerical staff:

Diane Battle
Patti Ann DiResto

MOTION BY: Wilhelmina Funderburke

SECOND BY: Alfred T. Taylor

YEA: 5

NAY: 0

MOTION PASSED

ABSTAIN: 0

EE. APPOINTMENT OF TECHNOLOGY SERVICES

BE IT RESOLVED, that the Board of Education hereby approves Total Computer Group effective July 1, 2012 through June 30, 2013 for technology services until a formal Request for Proposal has been prepared and approved.

MOTION BY: Wilhelmina Funderburke

SECOND BY: Robert Miller

YEA: _____

NAY: _____

MOTION WITHDRAWN

ABSTAIN: _____

MOTION TO AMEND BY: Frank Scott

SECOND BY: Alfred T. Taylor

YEA: 5

NAY: 0

MOTION PASSED

ABSTAIN: 0

AMENDED RESOLUTION

EE. APPOINTMENT OF TECHNOLOGY SERVICES

BE IT RESOLVED, that the Board of Education hereby approves Total Computer Group effective July 1, 2012 *on a month to month basis* for technology services until a formal Request for Proposal has been prepared and approved.

MOTION TO APPROVE AS AMENDED**BY:** Frank Scott**SECOND BY:** Alfred T. Taylor **YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0

FF. DISTRICT ORGANIZATIONAL CHART

BE IT RESOLVED, that the Board of Education hereby accepts and approves the District Organizational Chart for the 2012-2013 School Year.

MOTION TO TABLE**BY:** Wilhelmina Funderburke **SECOND BY:** Robert Summerville **YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0

GG. ADJOURNMENT

TIME: 8:37pm**MOTION BY:** Wilhelmina Funderburke**SECOND BY:** Frank Scott**YEA:** 5**NAY:** 0**MOTION PASSED****ABSTAIN:** 0

Provided by

Seal

James Milam