

**BOARD OF EDUCATION  
PORT WASHINGTON UNION FREE SCHOOL DISTRICT**

**REORGANIZATIONAL MEETING  
PAUL D. SCHREIBER HIGH SCHOOL**

**LIBRARY**

**July 1, 2019 - 7:30 P.M.**

**AGENDA**

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PORT WASHINGTON UNION FREE SCHOOL DISTRICT**

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**AGENDA**

Salute to the American Flag

REORGANIZATIONAL MEETING

1. Call to Order by the Superintendent of Schools
2. Administration of Oath of Office to Newly Elected Board Members and the Superintendent of Schools
3. Superintendent to Act as Temporary Chair
4. Superintendent to call for Nominations for President of the Board for 2019-2020
5. Announcement of Results of Voting on Election of President of the Board for 2019-2020
6. Election of Vice President of the Board for 2019-2020
7. Administration of Oath of Office to President and the Vice President for 2019-2020
8. Adoption of Reorganizational Agenda
9. Appointment of Counsel to the Board of Education
10. Appointment of District Treasurer for 2019-2020
11. Appointment of Deputy Treasurer for 2019-2020
12. Authorization to Purchase Insurance for School District Officers and Employees for 2019-2020
13. Appointment of School Organizational Fund Treasurer for 2019-2020
14. Appointment of District Clerk for 2019-2020
15. Appointment of Deputy District Clerk for 2019-2020
16. Appointment of Part-Time Claims Auditor for 2019-2020
17. Appointment of External Auditor for 2019-2020
18. Appointment of Internal Auditor for 2019-2020
19. Administer Oath of Office to Treasurer, Deputy Treasurer, Part-Time Internal Claims Auditor, District Clerk, and Deputy District Clerk
20. Appointment of Purchasing Agent for 2019-2020
21. Appointment of Deputy Purchasing Agent for 2019-2020
22. Appointment of Title IX Coordinator for 2019-2020
23. Appointment of Section 504 Coordinator for 2019-2020
24. Appointment of Compliance Officer for Americans with Disabilities Act (employment practices requirements) for 2019-2020
25. Appointment of Compliance Officer of Americans with Disabilities Act (public accommodations/facilities requirements) for 2019-2020
26. Appointment of Medicaid Compliance Officer for 2019-2020
27. Appointment of Student Residency Determination Designee for 2019-2020
28. Appointment of Homeless Liaison/Foster Care Liaison for 2019-2020
29. Committee on Special Education for 2019-2020
30. Subcommittee on Special Education for 2019-2020
31. Committee on Preschool Special Education for 2019-2020
32. Surrogate Parents for 2019-2020
33. Appointment of Impartial Hearing Officers
34. Hearing Officers for 2019-2020

35. Approval of Business Procedures for 2019-2020
36. Appointment of Custodians of Petty Cash for 2019-2020
37. Board of Education Scholarship Committee for 2019-2020
38. Approval of Method of Opening Bids for 2019-2020
39. Authorization to Certify Payrolls for 2019-2020
40. Maximum Per Diem Meal Allowance for 2019-2020
41. Establishment of Mileage Reimbursement Rate for 2019-2020
42. Approval of Depository for Extra Curricular Activity Funds for 2019-2020
43. Designation of Official Depositories for 2019-2020
44. Designation of Newspapers for Publication of School Notices for 2019-2020
45. Appointments to Continuing Ed Advisory Council for 2019-2020
46. Designation of Coordinator of Fixed Assets for 2019-2020
47. Empower Authorization for Travel and Conferences for 2019-2020
48. Authorization to Enter into Contracts for Health Services for 2019-2020
49. Authorization of Superintendent of Schools to Make Transfers for 2019-2020
50. Appointment of Designated Asbestos Compliance Officer for 2019-2020
51. Appointment of School Physicians for 2019-2020
52. Free and Reduced Price Meal Eligibility Guidelines for 2019-2020
53. Appointment of Records Access Officer for 2019-2020
54. Appointment of Records Management Officer for 2019-2020
55. Designation of District Emergency Co-Coordination for 2019-2020
56. Appointment of District Health & Safety Officer for 2019-2020
57. Appointment of Central Registration Coordinator
58. Appointment of Educational Advancement Coordinator
59. Appointment of Security Coordinator
60. Employee Transportation Co-Coordination for 2019-2020
61. Rates for Use of School Facilities for 2019-2020
62. Adoption of Policies for 2019-2020
63. Public Officers' Law for 2019-2020
64. Competitive Bidding Best Value Exception

**PORT WASHINGTON UNION FREE SCHOOL DISTRICT  
BOARD OF EDUCATION**

**July 1, 2019 - 7:30 P.M.**

1. The Superintendent of Schools, or his/her designee, will call the meeting to order at 7:30 p.m., D.S.T.
2. The Superintendent of Schools, or his/her designee, will ask the District Clerk to administer the Oath of Office to Mrs. Emily Beys, and Ms. Deborah Brooks, the re-elected/elected Members of the Board of Education, and Ms. Mary Callahan, Acting Superintendent of Schools.
3. The Superintendent of Schools, or his/her designee, will serve as temporary Chair until the President of the Board of Education is appropriately installed.
4. The Superintendent, or his/her designee, will announce to the public that this is an election among the School Board Members only, and that a simple majority of the votes will decide who the officers are. The Superintendent, or his/her designee, will call for nominations for the position of President of the Board of Education for the 2019-2020 school year.
5. After the votes are taken, the temporary Chair, the Superintendent, or his/her designee, will read the results of the vote.
6. The same procedure will be followed for the election of the Vice President.
7. The Oath of Office will be administered to the President and the Vice President by the District Clerk or the School Attorney. The newly elected President assumes the Chair.
8. ADOPTION OF REORGANIZATIONAL AGENDA  
Be it resolved that the Board of Education adopt the reorganizational agenda.
9. APPOINTMENT OF GENERAL COUNSEL TO THE BOARD OF EDUCATION  
Be it resolved that Bond, Schoeneck & King, PLLC, be appointed as General Counsel for the 2019-2020 school year at a cost not to exceed \$35,500.  
  
Be it resolved that Bond, Schoeneck & King, PLLC, be appointed as Labor Counsel for the 2019-2020 school year at a cost not to exceed \$52,500.
10. APPOINTMENT OF DISTRICT TREASURER FOR 2019-2020  
Be it resolved that Rosemary Ruggiero be appointed District Treasurer for the 2019-2020 school year.  
  
Be it further resolved that the Port Washington Union Free School District, Location Code 72822, hereby establishes the following standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employee's Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:  
  
Treasurer, Rosemary Ruggiero, Standard Work Day, 7 hours; Term begins July 1, 2019 and ends June 30, 2020; Participates in Employer's Time Keeping System.
11. APPOINTMENT OF DEPUTY TREASURER FOR 2019-2020  
Be it resolved that Barbara Levine, Senior Account Clerk, be appointed Deputy Treasurer to act in the absence of the Treasurer for the 2019-2020 school year.

12. AUTHORIZATION TO PURCHASE INSURANCE FOR SCHOOL DISTRICT OFFICERS AND EMPLOYEES FOR 2019-2020  
Be it resolved that Mary Callahan, Assistant Superintendent for Business, be authorized to purchase errors and omissions insurance as well as public employee dishonesty coverages in the amount of \$1,000,000/incident for the 2019-2020 school year for the School District employees.
13. APPOINTMENT OF SCHOOL ORGANIZATIONAL FUND TREASURER FOR 2019-2020  
Be it resolved that Eileen Kitley, Senior Account Clerk, be appointed School Organizational Fund Treasurer for the 2019-2020 school year.
14. APPOINTMENT OF DISTRICT CLERK FOR 2019-2020  
Be it resolved that Mary Callahan, Assistant Superintendent for Business, be appointed District Clerk of the Port Washington Union Free School District, with a stipend of \$5,000 for the 2019-2020 school year.
15. APPOINTMENT OF DEPUTY DISTRICT CLERK FOR 2019-2020  
Be it resolved that Elaine Fenick, Human Resources Administrator, be appointed Deputy District Clerk to serve in the absence of the District Clerk, with a stipend of \$1,500 for the 2019-2020 school year.
16. APPOINTMENT OF PART-TIME CLAIMS AUDITOR FOR 2019-2020  
Be it resolved that Maura Andersen be appointed part-time Claims Auditor in accordance with Section 1709 of the State Education Law, with a stipend of \$15,000 for the 2019-2020 school year.
17. APPOINTMENT OF EXTERNAL AUDITOR FOR 2019-2020  
Be it resolved that D'Arcangelo & Company, LLP be appointed as External Auditor for the 2019-2020 school year at a cost not to exceed \$43,000.
18. APPOINTMENT OF INTERNAL AUDITOR FOR 2019-2020  
Be it resolved that Nawrocki, Smith LLP, be appointed as Internal Auditor for the 2019-2020 school year at a cost not to exceed \$29,000.
19. The Oath of Office will be administered to the Treasurer, Deputy Treasurer, Part-Time Claims Auditor, District Clerk, and Deputy District Clerk.
20. APPOINTMENT OF PURCHASING AGENT FOR 2019-2020  
Be it resolved that Jessica Mack, Assistant Business Administrator, be appointed Purchasing Agent for the 2019-2020 school year.
21. APPOINTMENT OF DEPUTY PURCHASING AGENT FOR 2019-2020  
Be it resolved that Robin Allen, Supervisor of Transportation, be appointed Deputy Purchasing Agent to act in the absence of the Purchasing Agent for the 2019-2020 school year.
22. APPOINTMENT OF TITLE IX COORDINATOR FOR 2019-2020  
Be it resolved that Elaine Fenick, Human Resources Administrator, be appointed Title IX Coordinator for the 2019-2020 school year.
23. APPOINTMENT OF SECTION 504 COORDINATOR FOR 2019-2020  
Be it resolved that Dale Bennett, Assistant Director of PPS, be appointed Interim Section 504 Coordinator for the 2019-2020 school year.

24. APPOINTMENT OF COMPLIANCE OFFICER FOR AMERICANS WITH DISABILITIES ACT (EMPLOYMENT PRACTICES REQUIREMENTS) FOR 2019-2020  
Be it resolved that Dr. Stephanie Allen, Executive Director of PPS, be appointed Compliance Officer for Americans with Disabilities Act (employment practices requirements) for the 2019-2020 school year.
25. APPOINTMENT OF COMPLIANCE OFFICER FOR AMERICANS WITH DISABILITIES ACT (PUBLIC ACCOMMODATIONS/FACILITIES REQUIREMENTS) FOR 2019-2020  
Be it resolved that Mary Callahan, Assistant Superintendent for Business, be appointed Compliance Officer for Americans with Disabilities Act (public accommodations/facilities requirements) for the 2019-2020 school year.
26. APPOINTMENT OF MEDICAID COMPLIANCE OFFICER FOR 2019-2020  
Be it resolved that Dr. Stephanie Allen, Executive Director of Pupil Personnel Services, be appointed Medicaid Compliance Officer for the 2019-2020 school year.
27. APPOINTMENT OF STUDENT RESIDENCY DETERMINATION DESIGNEE FOR 2019-2020  
Be it resolved that the Superintendent of Schools be appointed Student Residency Determination Designee for the 2019-2020 school year.
28. APPOINTMENT OF HOMELESS LIAISON/FOSTER CARE LIAISON FOR 2019-2020  
Be it resolved that Jessica Shawver be appointed Homeless Liaison and Foster Care Liaison for the 2019-2020 school year.
29. COMMITTEE ON SPECIAL EDUCATION  
Be it resolved that the Committee on Special Education be composed of the following for the 2019-2020 school year:

<b>Chairpersons</b>	<b>Psychologists</b>
Stephanie Allen, Psy.D, Executive Director, PPS	Dr. Wendi Goldstein, Psy.D, Alternate
Dale Bennett, Assist. Director, PPS	Joan Bester, Psy.D, Alternate
Amity Howard Reiss, Assoc. Admin., PPS	Janna Stein Psy.D., Alternate
Eric Clauss, Psy., Alternate	Robert Cerpa, Ph.D, Alternate
Christi McAleer, Alternate	Tijen Eron, Ph.D, Alternate
Gregory Silak, Alternate	Nadine Fitoussi, Psy.D, Alternate
Ericka Bloomfield Psy.D, Alternate	Andrea Becker, Alternate
	Eric Clauss, Ph.D, Alternate
	Alisa Samuels-Stein, Ph.D, Alternate
	Ericka Bloomfield, Psy.D, Alternate
	Diana Arrese-Tomei, Ph.D., Alternate

<b>Parent Members</b>		
Lisa Abeleira	Sheryl Albanese	Amira Ashmawy
Lisa Cotsonas	John Crawley	Susan Edelblum
Ann Marie Fitzpatrick	Christine Gaeta	Betsy Golan
Deena Katz	Rose Miscioscia	Adena Muller
Kathleen Oldak	Madeline Petrone	Lorraine Ngai
Amy Luria-Nissenbaum	Peggy Ryan	Jannine Prengel
Maryann Sackman	Patricia Schmitt	Christine Stehn
Mary-Christine Thomsen	Eleni Sfiroudis	Diana Von Roeschlaub
Paula Waskover		
<b>Physicians</b>		
Joan Easton, M.D.	Anthony Donatelli, M.D.	

Parent of the Child  
 Special Education Teacher or Related Service Provider  
 Regular Education Teacher (If child is or may be participating in regular education)

30. SUBCOMMITTEE ON SPECIAL EDUCATION

Be it resolved that Subcommittees on Special Education in each building are composed of the following for the 2019-2020 school year:

<b>Psychologists</b>	
Wendi Goldstein, Psy.D Alternate	Eric Clauss, Ph.D, Alternate
Joan Bester, Psy.D, Alternate	Alisa Samuels-Stein, Ph.D, Alternate
Janna Stein, Psy.D, Alternate	Ericka Bloomfield, Psy.D, Alternate
Robert Cerpa, Ph.D, Alternate	Andrea Becker, Alternate
Tijen Eron, Ph.D, Alternate	Diana Arrese-Tomei, Ph.D., Alternate
Nadine Fitoussi, Psy.D, Alternate	Justine Koo, Psy.D., Alternate
Stephanie Allen, Psy.D, Executive, Director, PPS, Alternate	
Dale Bennett, Assistant Director, PPS, Alternate	
Amity Howard Reiss, Associate Admin., PPS, Alternate	
Parent of the Child	
Special Education Teacher or Related Service Provider	

31. COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

Be it resolved that the Committee on Preschool Special Education be composed of the following for the 2019-2020 school year:

<b>Chairpersons</b>
Stephanie Allen, Psy.D, Executive Director, PPS
Dale Bennett, Assistant Director, PPS
Amity Howard Reiss, Assoc. Admin., PPS
Christi McAleer, Special Education Chairperson, Alternate
Gregory Silak, Lead Teacher, Alternate
Ericka Bloomfield, Psy.D Alternate

<b>Parent Members</b>		
Lisa Abeleira	Sheryl Albanese	Amira Ashmawy
Lisa Cotsonas	John Crawley	Susan Edelblum
Ann Marie Fitzpatrick	Christine Gaeta	Betsy Golan
Deena Katz	Amy Lauria-Nissenbaum	Rose Miscioscia
Adena Muller	Kathleen Oldak	Madeline Petrone
Lorraine Ngai	Peggy Ryan	Jannine Prengel
Maryann Sackman	Patrica Schmitt	Christine Stehn
Mary-Christine Thomsen	Eleni Sfiroudis	Diana Von Roeschlaub
Paula Waskover		

Parent of the Child  
 Special Education Teacher or Related Service Provider  
 Regular Education Teacher (If child is or may be participating in regular education)

A certified or licensed professional from the municipality

A certified or licensed professional designated by the agency charged with the responsibility for the child in the birth-to-two system, if any.

A professional who participated in the evaluation of the child or a professional employed by the district who is knowledgeable about evaluations.

32. SURROGATE PARENTS

Be it resolved that the following be designated as surrogate parents, as required under Part 200 Regulations:

Betsy Golan  
Nicole Skolnick

33. APPOINTMENT OF IMPARTIAL HEARING OFFICERS

Resolved that the Board of Education hereby authorizes Larry Greenstein, pursuant to §200.5(i) of the Commissioner's Regulations to authorize individuals to serve as impartial hearing officers in accordance with the selection procedures for impartial hearing officers contained in the Commissioner's Regulations.

Be it further resolved that in the event Larry Greenstein is unable to act, the Board of Education hereby authorizes the President of the Board of Education to appoint individuals to serve as impartial hearing officers in accordance with the selection procedures for impartial hearing officers contained in the Commissioner's Regulations.

34. HEARING OFFICERS

Be it resolved that the list of Impartial Hearing Officers be selected on a rotational basis from the New York State Education Department Web site by the District Clerk.

35. APPROVAL OF BUSINESS PROCEDURES FOR 2019-2020

Be it resolved that the following business procedures be approved, in accordance with State Education Law, for the 2019-2020 school year:

1. The Claims Auditor will approve claims for payment after verification of all supporting documents and will so certify payments to the District Treasurer.
2. Payment for all claims will be made on "one-signature check" signed by the District Treasurer.
3. Approved system of Treasurer's Receipts will be used.
4. In accordance with Commissioner's Regulations 170.2 (P), Treasurer's Reports of cash transactions will be issued monthly, and summaries of revenues and expenditures compared to budget will be issued quarterly.
5. Annual audit of School District records will be made by an independent certified public accountant, and a copy of the Audit Report will be furnished to the State Education Department.
6. Use of facsimile signature of the District Treasurer, as reproduced by the designated financial software permitted under the following conditions:
  - (a) No check or withdrawal slip shall be so signed until duly authorized as evidenced by a warrant ordering the payment of claims listed on the warrant signed by the Claims Auditor.
  - (b) The facsimile signature disc will be kept in the possession of the person whose signature they represent.



36. APPOINTMENT OF CUSTODIANS OF PETTY CASH FOR 2019-2020

Be it resolved that the following persons be authorized as custodians of petty cash funds in an amount not to exceed the amount below specified at any time, funds to be transferred to such custodians at such times as the Administration may determine, commencing upon the date hereof and continuing until a change is requested for the 2019-2020 school year:

Mary Callahan, Assistant Superintendent for Business	\$100
Dr. Ira Pernick, Principal, Schreiber High School	\$100
Beth Javeline, Principal, Weber Middle School	\$100
Dr. David Meoli, Principal, Sousa School	\$100
Dr. Sheri Suzzan, Principal, John J. Daly School	\$100
Dr. Kimberly Licato, Principal, Guggenheim School	\$100
Bonni Cohen, Principal, Manorhaven School	\$100
Dr. Pia Ferrante, Principal, South Salem School	\$100
Dr. Stephanie Allen, Executive Director of PPS	\$100
Dr. Sheri Suzzan, Pre-K Services	\$100
James Ristano, Director of Facilities	\$100
Shirley Cepero, Director of ESL	\$100

37. BOARD OF EDUCATION SCHOLARSHIP COMMITTEE FOR BOGART FUND SCHOLARSHIP FOR 2019-2020

Be it resolved that the Board of Education Scholarship Committee for the Bogart Fund Scholarship for the 2019-2020 school year are as follows:

Deborah Brooks  
Rachel Gilliar  
Dave Kerpen

38. APPROVAL OF METHOD OF OPENING BIDS FOR 2019-2020

Be it resolved that with respect to any bids received pursuant to any statute of the State of New York requiring competitive bidding of schools, the Purchasing Agent and/or the Deputy Purchasing Agent is authorized, empowered, and directed to open any and all such bids in public and to be available for inspection at the time and place specified in the Notice, such officers or employees to make a record of the bidders and the amounts bid for the quantities specified and to make recommendations for bid award and/or rejection at an ensuing regular or special meeting of the Board of Education for the 2019-2020 school year.

39. AUTHORIZATION TO CERTIFY PAYROLLS FOR 2019-2020

Be it resolved that the Superintendent of Schools and Ms. Mary Callahan, Assistant Superintendent for Business, be authorized to certify payrolls for the 2019-2020 school year.

40. MAXIMUM PER DIEM MEAL ALLOWANCE FOR 2019-2020

Pursuant to New York State Comptroller's regulations and Internal Revenue Service guidelines, the Port Washington School District hereby establishes a standard daily meal allowance of \$71 as the maximum that employees and School Board members may claim as a business-related expense for the 2019-2020 school year. The \$71 per day includes any applicable taxes, gratuities, and/or incidentals. Proper documentation in the form of receipts and/or invoices must still be presented in support of requested reimbursements.

41. ESTABLISHMENT OF MILEAGE REIMBURSEMENT RATE FOR 2019-2020

Be it resolved that the mileage reimbursement be established at the IRS business-expense rate, and pursuant to Education Law 1604, the Assistant Superintendent for Business is empowered to approve all claims for the 2019-2020 school year.

42. APPROVAL OF DEPOSITORY FOR EXTRA CURRICULAR ACTIVITY FUNDS FOR 2019-2020  
Be it resolved that the account established at the Chase, Main Street Office, Port Washington, New York entitled "Port Washington Public Schools Organization Fund," in which all funds raised other than by taxation, or through charges of the Board of Education for, by, or in the name of a school, student body, or any subdivision thereof shall be deposited, is approved, and funds shall be withdrawn from such account on the signatures of any two of the following: Principal, Schreiber High School; Assistant Superintendent for Business; Treasurer or fund advisor, Schreiber High School, the authorization for the withdrawal of such funds shall be made by the student treasurer of said organization and the faculty advisor assigned to it; and records of receipts and expenditures shall be maintained and reports made regularly to the Board of Education; and an independent and impartial audit of the account shall be made at least annually, and a savings account is established at any banking institution within the Port Washington School District in an account to be entitled, "Port Washington Public Schools Organization Fund," in which all funds referred to in these resolutions can be deposited to be withdrawn on the signatures of the individuals occupying the positions named in these resolutions for the 2019-2020 school year.
43. DESIGNATION OF OFFICIAL DEPOSITORIES FOR 2019-2020  
Be it resolved that the following banks be designated as depositories:
- J. P. Morgan Chase  
Valley National Bank  
Webster Bank
44. DESIGNATION OF NEWSPAPERS FOR PUBLICATION OF SCHOOL NOTICES FOR 2019-2020  
Be it resolved that *Newsday*, *Port Washington News* and *Port Washington Times* be designated as the newspapers in which all bids may be advertised for the 2019-2020 school year.
- Be it resolved that *Port Washington News*, *Newsday* and *Port Washington Times* be designated as the newspapers in which all other legal notices may be advertised for the 2019-2020 school year.
45. APPOINTMENTS TO CONTINUING EDUCATION ADVISORY COUNCIL FOR 2019-2020  
Be it resolved that the following individuals are to serve on the Continuing Education Advisory Council for Adult Education for the 2019-2020 school year:
- Amanda Bechtold  
Dawn Epp  
James Houlihan  
John Keane  
Theresa Lynch  
Joan McMorrow  
David Maley  
Jill Maley  
Debbie Miraglia  
Bob O'Brien
46. DESIGNATION OF COORDINATOR OF FIXED ASSETS FOR 2019-2020  
Be it resolved that Jessica Mack, Assistant Business Administrator, be designated the individual responsible for developing and monitoring the inventory of fixed assets for the 2019-2020 school year.
47. EMPOWER AUTHORIZATION FOR TRAVEL AND CONFERENCES FOR 2019-2020  
Be it resolved that pursuant to Education Law 1604, the Superintendent of Schools be authorized to approve such travel and conference expenses for 2019-2020 as are provided for in the annual budget.

48. AUTHORIZATION TO ENTER INTO CONTRACTS FOR HEALTH SERVICES FOR 2019-2020  
Be it resolved that the Board of Education authorizes the Superintendent of Schools to enter into contracts for Health and Welfare Services under Section 912 of the Education Law for students who attend authorized public and non-public schools in other districts in the 2019-2020 school year, and also authorizes the President of the Board of Education to sign these contracts as they become due throughout the 2019-2020 school year. The budget expenditures for these services will be authorized by the Director of Pupil Personnel or the Curriculum Associate.
49. AUTHORIZATION OF SUPERINTENDENT OF SCHOOLS TO MAKE TRANSFERS FOR 2019-2020  
Be it resolved that the transfer of funds between and within functional unit appropriations of the General Fund is commonly required during the school year. The Assistant Superintendent for Business, or his/her designee, in accordance with the Regulations of the Commissioner of Education and Policy and Regulations 6100, is authorized to make budget appropriation transfers not exceeding \$5,000 for the 2019-2020 school year, and the Superintendent of Schools is authorized to make budget appropriation transfers not exceeding \$10,000 for the 2019-2020 school year. All transfers in excess of \$10,000 require prior Board approval and will be given as an information item to the public. The Superintendent will report any transfers to the Board as an information item.
50. APPOINTMENT OF DESIGNATED ASBESTOS COMPLIANCE OFFICER FOR 2019-2020  
Be it resolved that James Ristano, Director of Facilities and Operations, be appointed the District's Designated Asbestos Compliance Officer for the 2019-2020 school year.
51. APPOINTMENT OF SCHOOL PHYSICIANS FOR 2019-2020  
Be it resolved that the following individuals be appointed as School Physicians for the 2019-2020 school year:
- Dr. Joan Easton  
Dr. Naomi Jackman  
Dr. Madeline Pugliese  
Dr. Sanya Wilkins  
Dr. George Kovacs
52. FREE AND REDUCED PRICE MEAL ELIGIBILITY GUIDELINES FOR 2019-2020  
Be it resolved that the Board of Education does hereby accept and adopt the New York State Education Department's Free and Reduced Price Meal Policy including the Family Income Eligibility Criteria and all required attachments for the 2019-2020 school year.
53. APPOINTMENT OF RECORDS ACCESS OFFICER FOR 2019-2020  
Be it resolved that Mary Callahan, Assistant Superintendent for Business, be appointed as the Records Access Officer for the 2019-2020 school year.
54. APPOINTMENT OF RECORDS MANAGEMENT OFFICER FOR 2019-2020  
Be it resolved that Mary Callahan, Assistant Superintendent for Business, be designated as Records Management Officer for 2019-2020 in accordance with Section 57.19 of the Arts and Cultural Affairs Law and Section 185.2 (a) of 8 NYCRR.
55. DESIGNATION OF DISTRICT EMERGENCY CO-COORDINATORS FOR 2019-2020  
Be it resolved that pursuant to Section 155.13 of the Commissioner's Regulations, James Ristano, Director of Facilities and Operations, and Robin Allen, Supervisor of Transportation, be designated as the District Emergency Co-Coordination for 2019-2020.
56. APPOINTMENT OF DISTRICT HEALTH & SAFETY OFFICER FOR 2019-2020  
Be it resolved that James Ristano, Director of Facilities and Operations, be appointed District Health & Safety Officer for the 2019-2020 school year.

57. APPOINTMENT OF CENTRAL REGISTRATION COORDINATOR  
Be it resolved that Dr. Jamie Nolan, Administrative Assistant for Data Management, be appointed Central Registration Coordinator, with a stipend of \$15,000 for the 2019-2020 school year.
58. APPOINTMENT OF EDUCATIONAL ADVANCEMENT COORDINATOR  
Be it resolved that Jessica Mack, Assistant Business Administrator, be appointed Educational Advancement Coordinator, with a stipend of \$15,000 for the 2019-2020 school year.
59. APPOINTMENT OF SECURITY COORDINATOR  
Be it resolved that David Miller, Assistant Principal, be appointed Security Coordinator of the Port Washington School District, with a stipend of \$15,000 for the 2019-2020 school year.
60. EMPLOYEE TRANSPORTATION CO-COORDINATORS FOR 2019-2020  
Be it resolved that Mary Callahan, Assistant Superintendent for Business, and Robin Allen, Supervisor of Transportation, be designated as the District Employee Transportation Co- Coordinators for 2019-2020.
61. RATES FOR USE OF SCHOOL FACILITIES FOR 2019-2020  
Be it resolved that the following daily rates be established for use of school facilities by resident and non-resident organizations:

A. Resident Volunteer Led Youth Groups:

- Will be charged a participant fee of \$10 per child /per season/per activity within the school buildings immediately following school dismissal and a \$15/child/per season/per activity for resident volunteer-led youth groups' use of gymnasiums and fields at all times (effective 9/1/18) and will provide rosters to the Facilities office. In addition, an \$80/hour custodial fee will apply, with a minimum of a 4-hour rate, for any location that is requested to be opened, if otherwise scheduled to be closed.

B. Residents – Adult Resident Recreational and Adult Resident Not-for-Profit Groups:

- Below are the hourly rates for use of school facilities by adult resident recreational and adult resident not-for-profit groups for 2019-2020 under Policy and Regulation 1500. A roster fee of \$15 applies for evenings and weekends. An \$80/hour custodial fee will apply, with a minimum of a 4-hour rate, for any location that is requested to be opened, if otherwise scheduled to be closed. In addition to room/field fees, all adult resident athletic groups must provide rosters to the Facilities office in advance and pay a \$15/per person/per season participant fee.

	<u>Facility Hourly Rate</u>	<u>All Users Custodian Weekend Hourly Rate</u>
Lobby	\$55	\$80
Auditorium*	\$110	\$80
Band Room	\$55	\$80
Cafeteria	\$55	\$80
Choral Room	\$55	\$80
Cafeteria w/ Kitchen our staff only	\$65	\$80
All-Purpose Rooms	\$70	\$80
Parking Lots	\$75	0
Classrooms	\$55	\$80
Gymnasium	\$75/per use	\$80
Athletic Fields**	\$75/per game/practice	0
Courtyard (not available)		

Consecutive multi-day not-for-profit users, 3 days or more, will be eligible for a 3 hour minimum/maximum hourly rate. Yearlong lease holders will be further discounted 10%.

\*Any event for the predetermined duration of 3 hours or more must provide damage/security deposit equal to 20% of the overall cost which will be paid in advance. As long as there is no damage, the 20% will be credited against the final facilities billing.

\*Must utilize district staff (\$60 per hour for the Sound and Lighting Club advisor, or trained District staff, with student assistants receiving minimum wage) or district’s vendor, Sensory Lighting & Sound (631-851-1052) for stage lighting, sound, etc.

\*\*Tournaments will be considered on a case-by-case basis and fee will be per game, not use.

C. For Profit Groups and/or non-resident:

The rates for use of school facilities by “for profit” resident or “non-resident” groups are as follows:

	<u>Facility Hourly Rate</u>	<u>Facility Opening Closing/Cleaning</u>	<u>Custodial Hourly Rate</u>
Auditorium*	\$300	\$160	\$80
Cafeteria	\$80	\$160	\$80
Cafeteria w/ Kitchen our staff only	\$100	\$240	\$80
Gymnasium	\$120	\$160	\$80
Classrooms	\$90	\$80	\$80
Athletic Field**	\$200/game or practice	0	0
Athletic Field with building bathrooms	\$250	0	\$80
Parking Lots	\$250	0	0
All-Purpose Rooms	\$150	\$160	\$80
Per Tennis Court	\$150		

\*Any event for the predetermined duration of 3 hours or more must deposit equal to 20% of the overall cost which will be paid in advance. As long as there is no damage, the 20% will be credited against the final facilities billing.

\*Must utilize district staff (\$60 per hour for the Sound and Lighting Club advisor, or trained District staff, with student assistants receiving minimum wage) or district’s vendor, Sensory Lighting & Sound (631-851-1052) for stage lighting, sound, etc.

Competition/tournaments including more than two teams are considered to not meet the 50% Port participation necessary to be considered a “resident” activity.

\*\*Case-by-case approval fee per game.

D. Exempt Organizations:

Board of Education Policy #1500 (see [www.portnet.org](http://www.portnet.org)) provides conceptual information as to the proper categorizing of groups such as Vikings Sports Foundation, HSA/PTAs, HEARTS, The Ed. Foundation, etc., provided the net proceeds of such events are totally provided to district schools.

62. ADOPTION OF POLICIES FOR 2019-2020

Be it resolved that pursuant to Board of Education Policy No. 2450, the Board of Education hereby adopts the current policy book as the official policies of the Board of Education of the Port Washington Union Free School District for the 2019-2020 school year, as maintained in the Office of the Superintendent.

63. PUBLIC OFFICERS' LAW

Be it resolved that the Board of Education of the Port Washington Union Free School District hereby adopts the coverage provided by Section 18 of the New York State Public Officers' Law for all members of the Board of Education and all district employees and volunteers. The adoption of this provision is intended to supplement the protection available by virtue of existing statutory provisions or other sources.

Be it further resolved that the Board of Education of the Port Washington Union Free School District hereby provides as an additional benefit of public office and employment, the right to be defended as provided in Public Officers' Law §18, to members of the Board of Education, the Superintendent of Schools and all district employees and volunteers 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 member of the Board of Education, the Superintendent of Schools and all district employees and volunteers who have 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.

64. COMPETITIVE BIDDING BEST VALUE EXCEPTION

Be it resolved that upon the recommendation of the superintendent, the Board hereby authorizes the purchase and procurement of apparatus, materials, equipment and supplies and services related to the installation, maintenance or repair of such apparatus, materials, equipment and supplies, the cost of which exceeds \$20,000, on the basis of the "best value" exception to the competitive bidding requirements of the General Municipal Law, and consistent with all other applicable requirements of the General Municipal Law.