

**Commack Union Free School District  
Board of Education Meeting Minutes  
Hubbs Administration Center  
Thursday, April 30, 2020  
Generated by Debbie Virga  
Virtual Meeting**

**A. OPENING OF MEETING**

Meeting called to order by Mr. Hartman at 8:01 p.m.

1. Pledge of Allegiance
2. Resolution to Approve Executive Order

WHEREAS, Executive order No. 202.1, signed by Governor Andrew M. Cuomo on March 12, 2020, suspended Article 7 of the Public Officers Law through April 11, 2020 to the extent necessary to permit a public body to meet without permitting the public in-person access to the meeting and authorized public bodies to hold public meeting remotely by conference call or similar service, provided that the public can view or listen to the meeting and that the meeting is recorded and later transcribed; and

WHEREAS, Executive Order No. 202.14, extended such suspension until May 7, 2020.

NOW, THEREFORE, BE IT

WHEREAS, Executive order No. 202.1, signed by Governor Andrew M. Cuomo on March 12, 2020, suspended Article 7 of the Public Officers Law through April 11, 2020 to the extent necessary to permit a public body to meet without permitting the public in-person access to the meeting and authorized public bodies to hold public meeting remotely by conference call or similar service, provided that the public can view or listen to the meeting and that the meeting is recorded and later transcribed; and

WHEREAS, Executive Order No. 202.14, extended such suspension until May 7, 2020.

NOW, THEREFORE, BE IT

RESOLVED, that during the period of time that Executive Order 202.1 or any subsequent Executive Order extending the suspension of Article 7 of the public Officers Law is in effect, the public is not permitted to attend meetings of the Board of Education in-person and may view and/or listen to a meeting pursuant to instructions made available on the District's website; and BE IT FURTHER RESOLVED, that as required by Executive Order No. 202.1, all meetings will be recorded and later transcribed; and

BE IT FURTHER RESOLVED, that any requirement pursuant to any policy of the Board of Education of the Commack Union Free School District that contradicts Executive Order 202.1 or this resolution, including public participation during public meetings, is hereby suspended.

Motion by Jarrett M Behar, second by William Hender.

Final Resolution: Motion Carried

Aye: Jarrett M Behar, Steve Hartman, William Hender, Justin Varughese, Susan J Hermer

## **B. OPENING CEREMONIES**

1. Roll Call

## **C. ADMINISTRATIVE REPORT**

1. Budget Review

## **D. COMMITTEE REPORTS**

1. Legislative Advocacy Committee Update

## **E. BOARD OF EDUCATION MEETING STATEMENT**

Was not read due to the fact it was a virtual meeting and no public participation

## **F. PUBLIC PARTICIPATION**

1. Comments on Specific Agenda Items

## **G. DONATIONS**

None

## **H. CORRESPONDENCE**

The Board acknowledged receipt of the following correspondence:

1. Correspondence from A. Glick regarding a student personal matter.
  2. Correspondence from D. Corrigan-Hancock regarding Coronavirus: School District Closure
  3. Correspondence from G. Gasso regarding SCOPE childcare
  4. The Board of Education has received numerous correspondence regarding graduation and prom events.
  5. They have also received correspondence thanking the Superintendent and the district for working diligently to help our students and our community.
  6. Correspondence from R. Brown regarding Marion Carll Farm
  7. Correspondence from School Psychologist and Social Workers regarding potential cuts
- All correspondence was handled accordingly.

All correspondence responded to administratively.

## **I. AGENDA - MINUTES**

The Board of Education approved the Minutes of the March 12, 2020 Board of Education Meeting.

Motion by William Hender, second by Jarrett Behar

Final Resolution: Motion Carried

Aye: Jarett M. Behar, Steve Hartman, William Hender, Justin Varughese

## **J. PERSONNEL**

Upon the recommendation of the Superintendent of Schools, the Board of Education approved personnel matters as amended. (see attached)

Motion by Jarrett Behar, second by Sue Hermer

Final Resolution: Motion Carried

Aye: Jarett Behar, Steve Hartman, William Hender, Susan Hermer, Justin Varughese

## **K. CONSENT AGENDA - NEW BUSINESS**

### **1. Memorandum of Agreement**

Approved the Memorandum of Agreement by and between the Commack Union Free School District and the Commack Teachers Association regarding extension of the contractual deadlines.

### **2. Apportionment of Building Aid – 2019 Bond Projects**

Approved the Application for Apportionment of Building Aid for 2019 Bond Projects, and authorize the President of the Board to sign same.

### **3. Application for Examination Forms 2019 Bond Projects**

Approve the Application for Examination and Approval of Final Plans and Specifications Forms for 2019 Bond Projects and authorize the President of the Board to sign same.

### **4. BOCES Joint Municipal Bidding Resolution**

Approve the adoption of the BOCES Joint Municipal Bidding Resolution granting Eastern Suffolk BOCES the authority to act on our behalf to prepare and solicit bids and requests for proposals, and authorize the President of the Board to sign same

### **5. Health Services Contracts – Listed Districts**

Approved contracts with the listed school districts for students who reside in the Commack UFSD and attend private/parochial schools under the listed school districts' jurisdictions, and authorize the President of the Board to sign same.

a. Deer Park UFSD

b. Plainview-Old Bethpage CSD

c. Smithtown CSD

**6. Obsolete and Disposable Items**

Approved the obsolescence and disposal of the listed items:

a. Cafeteria Tables - Wood Park Primary School –  
Tag # 105559;991837 – Equipment is in poor condition

b. Computer Equipment - Hubbs Administration Building

10026551	025750
10026547	no tag
10041650	011655
10025262	025738
10016255	no tag
10029799	770105
10041651	no tag
10041654	no tag
10041658	011657
10026549	025752
10025257	025735

c. Slicer and Grinder - Commack High School

Hobart Slicer – Tag # 36-0245 – Equipment is inoperable

Hobert Grinder – Model # 9486 Serial # 561119-188 Tag # 101193 – Equipment is inoperable

d. Amplifier - Commack High School – Professional Series PA-120 Amplifier Tag # 96-05894  
This item is not in working condition.

**7. Request for Revision of Financial Information Forms - Various Projects**

Approve the Request for Revision of Financial Information Forms for the listed capital projects and have President to sign same.

**8. Acknowledge receipt of the following awards:**

Approved the Regeneron Science Talent Search School Award, in the amount of \$4,000.00, is for the District's Regeneron Scholar winners (\$2,000.00 for each recipient). The funds will be used to support the needs of the science research program at Commack High School. Acceptance of this award will require a deposit to Restricted Donations TA 038.33.

**9. Municipal Advisor Services Agreement - Munistat**

Approved contract with Munistat Services for completion of the Official Statement for 2020-2021 Tax Anticipation Notes from July 1, 2020 to June 30, 2021, and authorize the President of the Board to sign same.

## 10. Bids

The Board of Education approved the following bids as recommended:

Bid #	Name of Bid
2020-003-1205	Curricular Paper
2020-010-1219	Labels and Report Forms
2020-013-1219	Microcomputer Peripherals and Software
2019-053-0122R	Signage
2020-038-1231	Small Wares
2017-020-1229	Tank Testing, Repair and Cleaning

## 11. Consultant / Vendor / Association Contracts - Listed Vendors

Approved contract, and rider where applicable, with the listed vendors for their services for the 2020-2021 school year (unless otherwise noted) and authorize the President of the Board to sign same.

- a. Adelphi University - College Credit Bearing Courses - 2019-2020 School Year
- b. Christian Nursing Registry, Inc. - Nursing Services
- c. Horizon Healthcare Staffing - Related Services and Nursing for Commack Students
- d. Long Island Neuropsychological Consultants - Neuropsychological Evaluation Services
- e. Metro Therapy, Inc. - Related Services and Evaluations
- f. Milestones in Home Care, Inc. - Nursing Services
- g. Serene Home Nursing Agency - Nursing Services

## 12. Scope of Proposed Project Forms - 2019 Bond Projects

Approve the Scope of Proposed Project forms for 2019 Bond Projects and authorize the President of the Board to sign same.

- a. Burr Intermediate School
- b. Mandracchia Sawmill Intermediate School

### **13. Transportation RFP**

Approved the recommendation of the Superintendent of Schools, the Board of Education awards the District's Big Bus, Athletic and Field Trip transportation service contract to TOWNE BUS, for the period of July 1, 2020 through June 30, 2021, pursuant to the terms of the District's RFP and the proposal submitted by TOWNE BUS, and authorizes the Board President to sign the state contract between the parties.

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education awards the District's summer school and van transportation service contract to SUFFOLK TRANSPORTATION, for the period of July 1, 2020 through June 30, 2021, pursuant to the terms of the District's RFP and the proposal submitted by SUFFOLK TRANSPORTATION, and authorizes the Board President to sign the state contract between the parties.

Motion to approve Consent Agenda Items 1-13

Motion by William Hender, second by Justin Varughese

Final Resolution: Motion Carried

Aye: Jarrett M. Behar, Steve Hartman, William Hender, Justin Varughese, Susan J. Hermer

### **L. CONSENT AGENDA – LEGAL**

None

### **M. ITEMS REMOVED FROM CONSENT AGENDA**

Memorandum of Agreement

Approved the recommendation of the Superintendent of Schools the Board Of Education approves the attached Memorandum of Agreement between the District, Commack Teachers Association and Commack Administrative and Supervisory Association, a retirement incentive and authorize Board of Education President to sign same.

### **N. BOARD BUSINESS**

#### **1. Statement for Professional Services**

Acknowledged Statement of Professional Services for month ending March 31, 2020 in the amount of \$34,099.86

## 2. CSE/CPSE Recommendations

Acknowledge receipt of Committee on Special Education: 3/4/20; 3/6/20; 3/11/20; 3/12/20; 3/13/20; 3/30/20; 3/31/20; 4/3/20; 4/6/20; 4/8/20; 4/9/20; 4/13/20; 4/14/20; 4/15/20; 4/16/20; 4/17/20; 4/20/20; 4/21/20; 4/23/20; 4/24/20.

Acknowledge receipt of Committee on Preschool Special Education: 3/4/20; 3/10/20; 3/11/20; 4/1/20; 4/2/20; 4/3/20; 4/7/20; 4/8/20.

## 3. Acknowledged receipt of the Financial Reports listed below:

- a. Trial Balances: February 2020
- b. Revenue Status Reports: February 2020
- c. Budget Status: February 2020
- d. Budgetary Transfer: February 2020
- e. Cash Flow Report: February 2020
- f. CD Rates Report: March 2020
- g. Treasurer Reports: February 2020
- h. Collateral Statement Summary: February 2020

## 4. Internal Claims Auditor's Monthly Update

Acknowledge receipt of the Internal Claims Auditor's Monthly Update.

## O. PUBLIC PARTICIPATION

### 1. Public Participation

None

Public participation shall be taken anytime convenient to the orderly conduct of the meeting with an appropriate consideration for the hour of the day prior to the final adjournment of the meeting. Any person wishing to make comments or raise questions is requested to state his/her name and identify any organization they may be representing at the meeting.

## P. ADJOURNMENT

Motion to Adjourn the Meeting at 9:40 p.m.

Motion Made by Jarrett Behar, seconded by William Hender

Motion Carried

Aye: Jarrett M. Behar, Steve Hartman, William Hender, Justin Varughese, Susan J. Hermer