

**Commack Union Free School District
Board of Education Meeting Minutes
Thursday, July 14, 2022
Generated by Debbie Virga**

Board Members Present: Steve Hartman, William Hender, Susan Hermer, Justin Varughese, Gus Hueber
Board Members Absent: None
Administration Present: Dr. Jordan Cox, Laura Newman, Dr. Michael Inforna, Timothy Russo
Counsel Present: Mr. Eugene Barnosky, Mrs. Mara Harvey

A. OPENING OF MEETING

Meeting called to order by Mr. Hartman at 6:00 p.m.

Roll Call

EXECUTIVE SESSION

- Negotiations conducted pursuant to the Taylor Law involving CTAA
- The employment history of a particular employee
- Matters leading to the potential discipline of a particular individuals
- Matters leading to the appointment of a particular individual
- In order to obtain legal advice.

Motion to approve executive session made by William Hender, seconded by Gus Hueber and carried unanimously (5-0)

Motion to exit Executive Session and return to the Public Meeting at 8:03 pm, made by Sue Hermer seconded by William Hender and carried unanimously (5-0)

Meeting called to order by Steve Hartman at 8:05 pm

1. Pledge of Allegiance

B. CALL FOR ELECTION OF PRESIDENT

1. Call for Nominations for President

Motion made by Steve Hartman to nominate Justin Varughese for President
Aye: Susan Hermer, William Hender, Steve Hartman, Justin Varughese, Gus Hueber

Final Resolution: Motion Carried

C: PRESIDENT ASSUMES CHAIR AND PROCEEDS WITH REORGANIZATION BUSINESS

1. Call for Nominations for Vice-President

Motion made by Sue Hermer to nominate Steve Hartman for Vice-President

Aye: Susan Hermer, William Hender, Gus Hueber, Steven Hartman, Justin Varughese

Final Resolution: Motion Carried

2. Appointments

Approved Appointments for the 2022-2023 school year

Motion made by Gus Hueber, seconded by Susan Hermer

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

Final Resolution: Motion Carried

3. Designation:

Approved Designations for the 2022-2023 school year

Motion made by Sue Hermer, seconded by Steve Hartman

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

D. ADMINISTRATIVE REPORT

1. Public Hearing – District Emergency Management Plan

2. Public Hearing on Policy #3410 - Code of Conduct

E. COMMITTEE REPORTS

Legislative Advocacy

Multi-Cultural Committee

F. BOARD OF EDUCATION MEETING STATEMENT

G. DONATIONS

1. a. Ava Mahoney -New Field Hockey Sticks (15) and Goggles (20) for Commack Middle School - valued at \$1,500.00

Motion made by William Hender, seconded by Gus Hueber.

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

Final Resolution: Motion Carried

H. PUBLIC PARTICIPATION

None

I. CORRESPONDENCE

Acknowledged Correspondence

J. MINUTES

Approved the Minutes from June 9, 2022 Board of Education Meeting

Motion made by Sue Hermer, seconded by Steve Hartman.

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

Final Resolution: Motion Carried

K. PERSONNEL

Upon the recommendation of the Superintendent of Schools, the Board of Education approved the Personnel matters.

Motion by Steve Hartman, seconded by Gus Hueber

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

Final Resolution: Motion Carried

L. CONSENT AGENDA – NEW BUSINESS

1. Approved Consent Agenda items 2-13

2. Approved contract, and rider where applicable, with the listed vendors for their services for the 2022-2023 school year and authorize the President of the Board to sign same.

a. Access 7 - Related Services

b. Christian Nursing Registry, Inc. - Nursing Services

c. DDI-Home & Community - Home and Community Services

d. DDI-Tuition - Educational Program

e. Hilary Gomes - Pediatric Neuropsychologist

f. Horizon Healthcare Staffing - Nursing Services

g. Huntington YCMA - Swim Team Practice

h Kidz Educational Services - Behavior Intervention Services

i. Livanis Behavioral Consulting - Assessments and Behavioral Intervention Plans - 2021-2022 school year

j. Mazz Marketing - Presentation on NCAA Night at CHS

k. Metro Therapy - Related Services

l. Michael J. Cunningham - Assistive Technology/Augmentative Services

m. Musical Theatre International - Rights for 2023 Masque & Wig Production

n. N SSA Tuition Services - Specialized Educational Services

o. Serene Home Nursing Agency - Nursing Services

p. Smithtown CSD Tuition Contract - Special Education Program

- q. St. Charles Hospital - Sports Medicine Physician at Football Games
- r. The Therapy Spot - Related Services
- s. Williams Speech & Pathology - Speech and Language Therapy

3. Approved contracts and contract extensions for the listed transportation vendors for their services for Summer 2022 and the 2022-2023 school year, and authorize the President of the Board to sign same.

a. Towne Bus Corp. - Busses - School Year, Athletic Trips, Field Trips - Renewed at rate for Year 3

b. Suffolk Transportation - Vans - Summer 2022 and School Year - Renewed at rate for Year 3

c. Eastern Suffolk BOCES - Vans for Special Education - Summer 2022 and School Year

4. Approved the following members who are appointed to the District's 2022-2023 Audit Committee: Board of Education members, Anthony Castaldo, Randolph DeYulio, Christine Miller, Ryan Rafferty.

5. Acknowledge receipt of federal and state grants received for the 2021-2022 school year.

6. Adopted resolution to fund various reserves:

WHEREAS, by action of the Board of Education the Commack Union Free School District has previously established Reserve for Employee Benefits, a Workers' Compensation Reserve, Retirement Contribution Reserve for ERS and TRS, Reserve for Unemployment Insurance Reserve, Reserve for Insurance, a Repair Reserve, and the Employee Accrued Liability Reserve (EBALR),

And, WHEREAS, the Commack Union Free School District wishes to maintain these reserves as close to fully funded as possible,

NOW BE IT RESOLVED that the Board of Education of the Commack Union Free School District reaffirms its intent to maintain a Reserve for Employee Benefits, a Workers' Compensation Reserve, Retirement Contribution Reserve for ERS and TRS, Reserve for Unemployment Insurance Reserve, Reserve for Insurance, a Repair Reserve, and the EBALR,

BE IT FURTHER RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education of the Commack Union Free School District authorizes a transfer of up to \$1,000,000.00 each from fund balance to Reserve for Employee Benefits, a Worker's Compensation Reserve, Retirement Contribution Reserve for ERS and TRS, Reserve for Unemployment Insurance Reserve, Reserve for Insurance and a Repair Reserve.

BE IT FURTHER RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education of the Commack Union Free School District authorizes a transfer of up to \$2,400,000.00 from the EBALR for the purpose of funding retirement and terminal leave placements.

BE IT FURTHER RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education of the Commack Union Free School District authorizes the District to

pay \$1,000,000 plus interest back to Worker's Compensation Reserve and Reserve for Employee Benefits to repay the funds pulled from such funds for COVID-related expenses.

7. Approved the obsolescence or obsolescence and disposal of the listed items.

a. Science Equipment - CHS - Obsolete and Disposable - Items are outdated and irreparable (see attached list)

b. Toshiba Color TV (32D46) - Indian Hollow - Tag #995177 - Item does not work

c. RCA DVD/VHS (DRC63009) - Indian Hollow - Tag #995097 - Item does not work

CHS Science Equipment: outdated and irreparable Cammack Tag ID Serial Number

School Year 2021-2022

Sargent Welch Scientific Co. 52-0063 NA

AC/DC Variable Power Supply

CAT.NO. 2606V

Taylor Instrument Co. 52-0891 NA

Weather Forecaster

EICO Electronic Inst.Co. Inc. 58-0608 45760

Model 377 Audio Generator Waveform

EICO Electronic Inst.Co. Inc. 90-08272 NA

Model 377 Audio Generator Waveform

The Welch Scientific Company 75-01697 NA

Triple Beam Balance

Javelin Electronics 96-03132 31360034

Chromachip II Camera

Model #JE3462HR 12 Volts DC

Fotodyne Incorporated 90-34523

Polaroid Camera

American Optical Corp. NA NA

Forty Microscope

Model 41-48 115V 30W 60 cycles

Sargent Welch Scientific Company

Electrophoresis Power Supply NA 83250030

Item #S3115705

Bio Rad

6 Liter Water Bath 115V 50/60Hz 6.0A 024933 1110B1047

GE Refrigerator/Freezer 021387

Metal Track 024914

Revsci Revolutionary Science Incufridge 027257 092217A

FS-IF-253 pro Incufridge

120-240 VAC 150W 12VDC

CHS Science Equipment: outdated and irreparable Commack Tag ID Serial Number
School Year 2021-2022
OHAS Scale Corp.
Harvard Trip Balance 75-01739/52-0195 NA
The Welch Scientific Company:WELCH 75-01696 NA
Triple Beam Balance
The Welch Scientific Company:WELCH 75-07496 NA
Triple Beam Balance
The Welch Scientific Company:WELCH 75-07486 NA
Triple Beam Balance
The Welch Scientific Company:WELCH 75-01706 NA
Triple Beam Balance
The Welch Scientific Company:WELCH 75-01711 NA
Triple Beam Balance
The Welch Scientific Company:WELCH 52-1118 NA
Triple Beam Balance
The Welch Scientific Company:WELCH 52-1124 NA
Triple Beam Balance
The Welch Scientific Company:WELCH 90-08451 NA
Triple Beam Balance

8. Approved contract with Munistat Services, in accordance with the RFP awarded on June 9, 2022, for completion of the Official Statement for 2022-2023 Tax Anticipation Notes from July 1, 2022 to June 30, 2023, and authorize the President of the Board to sign same.

9. Approved the listed NYSED forms for the 2019 Bond - Windows and Doors Project at Commack High School and authorize the President of the Board to sign same.

- a. Application for Examination and Approval of Final Plans and Specification
- b. Scope of Proposed Project

10. Approved the price increase for lunches: Primary lunch price to be increased to \$2.70 (increase of \$.05)

Intermediate lunch price to be increased to \$2.70 (increase of \$.05)

Middle/High School lunch price to be increased to \$2.90 (increase of \$.05)

Adult lunch price to be increased to \$4.20 (increase of \$.05) plus sales tax

11. Approved the 2022-2023 engagement letters for the listed services and authorize the President of the Board to sign same.

- a. Nawrocki Smith - External Auditor
- b. RS Abrams - Internal Auditor
- c. JAG Architect - Architect
- d. Chandos Grant LLC - Independent Claims Auditor

12. Approved the receipt of a \$2,500 grant from the Long Island Regional Planning Council for the construction of a rain garden at Commack High School and authorize the President of the Board to sign same.

13. Approved the MZQ Consulting Contract

M. CONSENT AGENDA LEGA

None

N. ITEMS REMOVED FROM CONSENT AGENDA

1. Approved the first reading of Policy #4211 - Organizational Structure, Policy #5620 - Fixed Asset Inventories, Accounting and Tracking, Policy #7132 - Non-resident Students, Policy #5640 - Smoking, Tobacco, and Cannabis (Marijuana)Use, #5660 Meal Charging and Prohibition Against Meal Shaming, #5220 District Investment, #5661 Wellness, #5410 Purchasing: Competitive Bidding and Offering, #5412 Alternative Formats for Instructional Materials, #8260 Parent and Family Involvement. The Board of Education approve the 2nd reading and moved to adopt the policies tonight.

Motion by William Hender, seconded by Steve Hartman

Final Resolution: Motion Carried

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

2. The Board of Education approved a Resolution Agreement with student #120002384.

Motion by Sue Hermer, seconded by Steve Hartman

Final Resolution: Motion Carried

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

3. The Board of Education approved a Resolution Agreement for student ID# 120000679.

Motion by William Hender, seconded by Sue Hermer

Final Resolution: Motion Carried

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

4. Approved the Memorandum of Agreement between the Commack Union Free School District and the UPSEU/Commack School Office Professionals Association for a sick bank for employee # 10175

Motion by Steve Hartman, seconded by William Hender

Final Resolution: Motion Carried

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

5. Approved the Memorandum of Agreement between the Commack Union Free School District and the UPSEU Commack School Office Professionals regarding the Senior Office Applications Specialist and Principal Office Applications Specialist positions.

Motion by Gus Hueber, seconded by Sue Hermer

Final Resolution: Motion Carried

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

6. Approved the Memorandum of Agreement between the Commack School District and Commack Administrative and Supervisory Association dated July 12, 2022.

Motion by Steve Hartman, seconded by William Hender

Final Resolution: Motion Carried

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

7. The Board of Education hereby appoints Dr. Michael Mensch as Interim Assistant Superintendent of Human Resources; and the Board of Education approved the Agreement between the District and Dr. Mensch.

Motion by Steve Hartman, seconded by Sue Hermer

Final Resolution: Motion Carried

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

O. BOARD BUSINESS

1. Statement of Professional Services Rendered by Lamb & Barnosky, LLP

The Board of Education acknowledges receipt of the statement for Professional Services rendered by Lamb & Barnosky, LLP on non-retainer matters for the month ending May 31, 2022 in the amount of \$22,366.83

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

3. Acknowledge receipt of the Financial Reports listed below:

- Trial Balances: May 2022
- Revenue Status Reports: May 2022
- Budget Status: May 2022
- Budgetary Transfer: May 2022
- Cash Flow Report: May 2022
- CD Rates Report: June 2022
- Treasurer Reports: May 2022
- Collateral Statement Summary: May 2022

4. Acknowledge receipt of Committee on Special Education: 6/13/22; 6/14/22; 6/15/22; 6/16/22; 6/17/22; 6/21/22; 6/22/22; 6/23/22; 7/1/22.

Acknowledge receipt of Committee on Preschool Special Education: 6/10/22; 6/13/22; 6/14/22; 6/15/22; 6/22/22; 6/30/22.

5. Announcement of Upcoming Board of Education Meeting

The Board of Education of the Commack Union Free School District shall hold its Regular Meeting on Thursday, August 18, 2022 at 6:30 p.m. at Hubbs Administration Building, 480 Clay Pitts Road, East Northport, New York. It is anticipated that the Board will make a motion for the purpose of adjourning into Executive Session at this time and at 8:00 p.m. the Board will reconvene in Public Session for the purpose of holding its Regular Business Meeting.

P. PUBLIC PARTICIPATION

None

Q; ADJOURNMENT

Motion to adjourn into Executive Session at 8:38 pm

Motion made by Steve Hartman, seconded by Gus Hueber

Final Resolution: Motion Carried

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

Motion to exit Executive Session at 9:15 pm

Motion made by Steve Hartman, seconded by Sue Hermer

Final Resolution: Motion Carried

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber

Motion to adjourn Public Session at 9:20 pm

Motion made by Sue Hermer, seconded by William Hender

Final Resolution: Motion Carried

Aye: Steve Hartman, William Hender, Justin Varughese, Susan Hermer, Gus Hueber