

APPROVED MINUTES of the Elmont Board of Education

REORGANIZATION MEETING
JULY 1, 2020

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ELMONT, NEW YORK

BOARD OF EDUCATION

REORGANIZATION MEETING

Minutes of the Reorganization Meeting of the Board of Education of the Elmont Union Free School District, Town of Hempstead, Nassau County, New York, was held remotely by Zoom, on Wednesday, July 1, 2020.

BOARD MEMBERS PRESENT: Dr. Tameka Battle-Burkett
Dr. Michael Cantara
Tiffany Capers
Patrick O. Emeagwali
Michael A. Jaime
Anthony S. Maffea Sr.
Sheldon Meikle

ROLL CALL

BOARD MEMBER ABSENT: None

ADMINISTRATIVE PERSONNEL PRESENT:

Kenneth Rosner	Superintendent of Schools
Albert Harper	Assistant Superintendent of Schools
Dr. Wellinthon Garcia	Director of Curriculum & Instruction
Stephanie Muller	Director of Pupil Personnel and Special Education
Fernando DeBartolo	Director of Technology
David Spinnato	Director of Curriculum-Technology
Colum P. Nugent	School Attorney
Diana Delahanty	District Clerk

ADMINISTRATIVE PERSONNEL ABSENT:

David Polizzi	Director of School Facilities & Operations
Kathy Safrey	Assistant to the Superintendent

CONSULTANT PRESENT: Mr. Thomas W. Galante

The Audit Committee met at 6:05 PM and adjourned at 6:29 PM.

On a motion by Mr. Maffea, seconded by Mr. Emeagwali, the Board convened in Executive Session at 6:30 PM.

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Dr. Battle-Burkett, the Board reconvened in Public Session at 8:02 PM.

Motion Carried Unanimously

AUDIT
COMMITTEE
MEETING

EXECUTIVE
SESSION

PUBLIC SESSION

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Ms. Delahanty, the District Clerk, called the Reorganization Meeting to order and led the Pledge of Allegiance, followed by a moment of silence for the passing of Carol Hrbek.

PLEDGE OF
ALLEGIANCE

Ms. Delahanty stated that two trustees were elected to the Board of Education on June 16, 2020, Ms. Tiffany Capers and Mr. Anthony S. Maffea, Sr. Ms. Capers and Mr. Maffea were elected for three-year terms on the Elmont Board of Education, commencing July 1, 2020 and expiring June 30, 2023.

OATH OF OFFICE

OATH OF OFFICE
TO TRUSTEES

Ms. Delahanty administered the Oath of Office to Ms. Capers and Mr. Maffea and congratulated the Mr. Maffea on his re-election and welcomed Ms. Capers to the Board.

ELECTION OF OFFICERS

ELECTION OF
OFFICERS

Ms. Delahanty called for nominations for President of the Board of Education.

Mr. Maffea nominated Michael A. Jaime for the office of President of the Board of Education, seconded by Dr. Cantara.

PRESIDENT OF
THE BOARD OF
EDUCATION

There were no other nominations.

Voting on the nomination of Mr. Jaime for President:

Motion Carried Unanimously

Ms. Delahanty declared Mr. Jaime elected President of the Board of Education of the Elmont Union Free School District for the 2020-2021 school year.

Ms. Delahanty called for nominations for Vice President of the Board of Education.

Mr. Meikle nominated Dr. Tameka Battle-Burkett for the office of Vice President of the Board of Education, seconded by Mr. Maffea.

VICE PRESIDENT
OF THE BOARD
OF EDUCATION

There were no other nominations.

Voting on the nomination of Dr. Battle-Burkett for Vice President:

Motion Carried Unanimously

Ms. Delahanty declared Dr. Battle-Burkett elected Vice President of the Board of Education of the Elmont Union Free School District for the 2020-2021 school year.

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OATH OF OFFICE

Ms. Delahanty administered the Oath of Office to the newly elected Board President, Mr. Jaime and the newly elected Vice President, Dr. Battle-Burkett.

OATH OF OFFICE TO
THE PRESIDENT AND
VICE PRESIDENT

OATH OF OFFICE TO THE SUPERINTENDENT

Ms. Delahanty stated that at a special meeting of the Board of Education held on January 27, 2020, the Board of Education appointed Mr. Kenneth Rosner to the position of Superintendent of Schools, effective July 1, 2020.

OATH OF OFFICE TO
THE SUPERINTENDENT
OF SCHOOLS

Ms. Delahanty administered the Oath of Office to the newly appointed Superintendent of Schools, Mr. Kenneth Rosner.

Ms. Delahanty turned the meeting over to Mr. Jaime at 8:20 PM. Mr. Jaime assumed the Chair and presided over the remainder of the meeting.

Mr. Jaime welcomed everyone to the July 1st Board of Education Meeting. Mr. Jaime and the Board congratulated Mr. Rosner on his new position.

SEWANHAKA CENTRAL HIGH SCHOOL DISTRICT BOARD REPRESENTATION

Mr. Jaime stated that the Board must select representatives for the Sewanhaka Central High School District Board.

SEWANHAKA CENTRAL
HIGH SCHOOL DISTRICT
BOARD
REPRESENTATION

Mr. Maffea nominated Michael A. Jaime and Dr. Tameka Battle-Burkett to represent the Elmont Union Free School District on the Sewanhaka Central High School District Board. Dr. Cantara seconded the nomination.

Voting on the nomination of Mr. Jaime and Dr. Battle-Burkett as Elmont representatives on the Sewanhaka Central High School Board:

Motion Carried Unanimously

Mr. Jaime and Dr. Battle-Burkett were declared representatives on the Sewanhaka Central High School Board.

On a motion by Mr. Emeagwali, seconded by Mr. Maffea, the Board approved the following:

APPOINTMENT OF OFFICERS:

The Board approved the following officers for the 2020-2021 school year:

APPOINTMENT OF
OFFICERS FOR
2020-2021

Clerk of the Board

-Diana Delahanty

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District Treasurer	-Lori Carrick
Central Registrar	-Sharon Voitko
Deputy District Treasurer	-To Be Determined
Technology Officer	-Fernando DeBartolo

**APPOINTMENT OF
OFFICERS**

OTHER APPOINTMENTS

**OTHER
APPOINTMENTS**

The Board also appointed the following:

L.E.A.'s Asbestos Designee	- David Polizzi
Workers Compensation Third Party Administrator	- Wright Risk Management Company, LLC
Excess Workers' Compensation Insurance Agent	- Wright Risk Management Company, LLC
Affordable Care Act Administrative Services	- Seneca Consulting Group
Financial Advisory Advisor	- Capital Markets Advisor
Student Medical Advisor	- Dr. Karl Friedman
Employee Medical Advisor	- Dr. Karl Friedman
Consulting Architect/Engineer	- H2M Architects & Engineers, Inc.
Capital Project Owner's Representative/Clerk of the Works	- Frank Marino
Environment Consultants	- J.C. Broderick & Associates
Roof Consultants	- Watsky Associates
Business Consultant	- Thomas W. Galante, LLC
Board of Code of Ethics	- To Be Determined
Records Management Officer	- Fernando DeBartolo
Bond Counsel	- Hawkins, Delafield & Wood
403 (B) Advisor Third Party Administrator	- The Omni Group
Medicaid Compliance Officer	- Helisse Palmore
Vision Insurance	-NYSUT
Student Insurance	-JJ Stanis
Property & Casualty Insurance	-NYSIR (New York Schools Insurance Reciprocity)

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Long-Term Disability Insurance	-Brown & Brown (The Hartford)
State Aid Review	-School Aid Specialists
Accounting Services	- Keeping Your Books (Milagros Alt)
Medicaid Cost Reporting	-Zycron Industries
Flexible Spending Account Admin.	-JJ Stanis

INDEPENDENT AUDITORS

**INDEPENDENT
AUDITORS**

External Auditor	- Nawrocki Smith LLP (Audit of 2019-2020 fiscal year)
Internal Auditor	- R.S. Abrams & Co., LLP (in accordance with the recommendation by the Audit Committee)
Internal Claims Auditor	- Denise Longobardi (in accordance with the recommendation by the Audit Committee)
GASB Actuarial Consultants	- Questar III BOCES

IMPARTIAL HEARING OFFICERS

**IMPARTIAL
HEARING
OFFICERS**

To be selected in accordance with applicable statutes.

Others to be selected by project subject to Board approval.

Dr. Michael Cantara volunteered to serve as a Designated Board Member, a Committee of One, on behalf of the Board, regarding requests for Impartial Hearings.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Mr. Emeagwali, seconded by Mr. Meikle, the Board approved the following:

OFFICIAL BANK DEPOSITORIES

**OFFICIAL BANK
DEPOSITORIES**

- TD Bank* Authorized for all funds
- J.P. Morgan Chase Authorized for scholarship & payroll accounts
- Flushing Commercial* Authorized for investment funds

Banks shall be required to provide necessary collateral statements.

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*These depositories are also designated for the wire transfer of Tax Anticipation Notes and Certificates of Deposit.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Mr. Emeagwali, seconded by Mr. Maffea, the Board approved the following:

REGULAR MONTHLY BOARD OF EDUCATION MEETINGS FOR 2020-2021

**BOARD OF EDUCATION
MEETING DATES FOR
2020-2021**

The Board approved the Board of Education Meeting dates for the 2020-2021 school year. (All meetings will be held remotely until further notice).

1 st Tuesday	September 1	7:30 PM	
1 st Tuesday	October 6	7:30 PM	
2 nd Tuesday	November 10	7:30 PM	
1 st Tuesday	December 1	7:30 PM	
2 nd Tuesday	January 12	7:30 PM	
1 st Tuesday	February 2	7:30 PM	
1 st Tuesday	March 2	7:30 PM	
2 nd Tuesday	April 13	7:30 PM	
3 rd Tuesday	April 20	6:30 PM	<i>(BOCES Budget Vote)</i>
1 st Tuesday	May 4	7:30 PM	
3 rd Tuesday	May 18	9:00 PM	<i>(Annual Budget Vote)</i>
1 st Tuesday	June 1	7:30 PM	
1 st Thursday	July 1	7:30 PM	<i>(Reorganization)</i>
2 nd Tuesday	August 10	7:30 PM	

AUDIT COMMITTEE MEETING DATES FOR 2020-2021

**AUDIT COMMITTEE
DATES FOR 2020-2021**

1 st Wednesday	July 1	6:30 PM
1 st Tuesday	October 6	6:30 PM
1 st Tuesday	December 1	6:30 PM

OFFICIAL NEWSPAPERS

**OFFICIAL
NEWSPAPERS**

The Board also named the following newspapers as official newspapers for the 2020-2021 school year, (newspapers who may receive our "legals" in the 2020-2021 school year).

The Franklin Square/ Elmont Herald (Herald Community /Richner Communications)

New Hyde Park Illustrated (Anton/ Long Island Community Newspaper)

Newsday (when permitting)

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COMMITTEE ON SPECIAL EDUCATION FOR THE 2020-2021 SCHOOL YEAR

COMMITTEE ON SPECIAL
EDUCATION 2020-2021

Membership- Special Education

MEMBERSHIP- SPECIAL
EDUCATION

Stephanie Muller	Chairperson
Helisse Palmore	Chairperson Alternate
Dr. Karl Friedman	Student Medical Advisor
Resource Room Teachers	
Special Education Teachers	
Dorit Brander	Psychologist/Chairperson Alternate
Jill Connolly	Psychologist/Chairperson Alternate
Taiisha Foster	Psychologist/Chairperson Alternate
Karen Green	Psychologist/Chairperson Alternate
Johanna Lemoine	Psychologist/Chairperson Alternate
Jodi Luce	Psychologist/Chairperson Alternate
Theresa Stanlewicz	Psychologist/Chairperson Alternate
Erica Dubow	Psychologist/Chairperson Alternate
Maria Tuccillo	Psychologist/Chairperson Alternate
Giovanna Hervey	Psychologist/Chairperson Alternate

Parent of the child being reviewed
General Education Teacher of the child being reviewed
Special Education Teacher of the child being reviewed
ENL Teacher of the child being reviewed

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Mr. Emeagwali, seconded by Mr. Maffea, the Board approved the following:

Membership – Preschool Special Education

MEMBERSHIP- PRESCHOOL
SPECIAL EDUCATION

Helisse Palmore	Chairperson
Stephanie Muller	Alternate Chairperson
Karen Green	Alternate Chairperson
Special Education Teacher	
Speech/Language Teachers	
Resource Room Teachers	
General Education Teachers	
ENL Teachers	

A Representative from the evaluation agency must attend.

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A Representative of the Nassau County Department of Mental Health, Office of Children with Special Needs may attend.

**MEMBERSHIP-
PRESCHOOL**

A Representative from Nassau County Early Intervention must attend for Eligibility Transition Meetings.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Mr. Emeagwali, seconded by Mr. Meikle, the Board approved the following:

Membership – Sub-Committees

**MEMBERSHIP SUB-
COMMITTEES**

Alden Terrace School	Dorit Brander Maria Tuccillo Stephanie Muller Shawnee Warfield	Chairperson Chairperson Alternate Alternate
Clara H. Carlson School	Johanna Lemoine Erica Dubow Taiisha Foster Stephanie Muller Stacia Walfall	Chairperson Chairperson Chairperson Alternate Alternate
Covert Avenue School	Giovanna Hervey Erica Dubow Stephanie Muller Mary Natoli	Chairperson Chairperson Alternate Alternate
Dutch Broadway School	Terry Stanlewicz Jill Connolly Stephanie Muller Cynthia Qasim	Chairperson Chairperson Alternate Alternate
Gotham Avenue School	Jodi Luce Stephanie Muller William Mingo	Chairperson Alternate Alternate
Stewart Manor School	Karen Green Stephanie Muller Amanda Sagnelli Christina DeCastro	Chairperson Alternate Alternate Alternate
Pupil Personnel Office	Stephanie Muller Helisse Palmore Karen Green	Chairperson Alternate Alternate

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The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Mr. Emeagwali, seconded by Mr. Maffea, the Board approved the following:

Membership – 504 Committees

**MEMBERSHIP- 504
COMMITTEES**

Alden Terrace School	Dorit Brander	Chairperson
	Maria Tuccillo	Chairperson
	Stephanie Muller	Alternate
	Shawnee Warfield	Alternate
Clara H. Carlson School	Johanna Lemoine	Chairperson
	Erica Dubow	Chairperson
	Taiisha Foster	Chairperson
	Stephanie Muller	Alternate
	Stacia Walfall	Alternate
Covert Avenue School	Giovanna Hervey	Chairperson
	Erica Dubow	Chairperson
	Stephanie Muller	Alternate
	Mary Natoli	Alternate
Dutch Broadway School	Terry Stanlewicz	Chairperson
	Jill Connolly	Chairperson
	Stephanie Muller	Alternate
	Cynthia Qasim	Alternate
Gotham Avenue School	Jodi Luce	Chairperson
	Stephanie Muller	Alternate
	William Mingo	Alternate
Stewart Manor School	Karen Green	Chairperson
	Stephanie Muller	Alternate
	Amanda Sagnelli	Alternate
	Christina DeCastro	Alternate
Pupil Personnel Office	Stephanie Muller	Chairperson
	Helisse Palmore	Alternate
	Karen Green	Alternate

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

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On a motion by Mr. Emeagwali, seconded by Mr. Meikle, the Board also approved the following for the 2020-2021 school year:

AUDIOLOGICAL SERVICES FOR DEAF/HEARING IMPAIRED

AUDIOLOGICAL
SERVICES FOR THE
DEAF/HEARING
IMPAIRED

The use of North Shore-Long Island Jewish Health System Hearing & Speech Center for the following services for the 2020-2021 school year:

1. Otological Examination - annual
2. Audiological Assessment (aided and unaided) - semi-annual
3. Hearing Aid evaluation (fitting for a new aid) - every 2 or 3 years.
(This does not include the purchase of the hearing aid, batteries, or repairs to hearing aid.)
4. Hearing Aid Analysis (recheck of aid) - as needed.
5. Post calibration testing. Auditory trainer calibrated to his/her hearing loss with ear molds (including the cost of ear molds).

Cost: Approximately \$600.00 per child per examination (10 students).

SCHOOL PURCHASING AGENT

The Board approved the following:

- | | |
|---|-------------------------------|
| A. Diane Tool as the school purchasing agent. In the absence of Mrs. Tool, the Superintendent of Schools and/or Carla Musacchia shall act as School Purchasing Agent. | SCHOOL
PURCHASING
AGENT |
| B. To participate in all NYS OGS Contracts when it's deemed beneficial to the Elmont School District. | NYS OGS
CONTRACTS |
| C. To participate in those Nassau BOCES cooperative purchasing agreements when it is deemed beneficial to the Elmont School District. | NASSAU BOCES
AGREEMENTS |
| D. To participate in the Educational Data Services, Inc. cooperative bidding program. This regional school district cooperative is used predominately for general classroom supplies and maintenance services. | ED DATA SERVICES |
| E. To participate in all Cooperative contracts of the Nassau County Director of Facilities Purchasing Consortiums. | COOPERATIVE
CONTRACTS |
| F. To participate in other governmental or municipal contracts that have been made available for use by other governmental entities, including Elmont Union Free School District, and that have been awarded consistent with the General Municipal Law's "Best Value" provisions. | GOV/MUNICIPAL
CONTRACTS |

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PURCHASING RESOLUTION

**PURCHASING
RESOLUTION**

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.

RESERVE FUNDS/LIMITS

**RESERVE FUNDS/
LIMITS**

The Board authorized 2020-2021 Reserve Funds/Limits as follows:

Workers Compensation Reserve Fund, funded by transfer(s) of unrestricted fund balance with a funding level that shall equal the amount of Incurred Workers Compensation Claims outstanding at fiscal year-end then updated quarterly, which shall not exceed \$2,000,000; and,

Workers Compensated Absences Liability Account, in an amount equal to the amount owed to employees (plus FICA) for compensated absences, which shall not exceed \$4,500,000; and,

Retirement Contribution Reserve Fund, funded by transfer(s) of unrestricted fund balance in the amount of \$3,432,934 for Employees Retirement and \$1,527,732 for Teachers Retirement, at June 30, 2020, to be updated during fiscal year 2020-2021, as per Board Policy.

BUDGET TRANSFERS UNDER \$5,000

**BUDGET
TRANSFERS UNDER
\$5,000**

The Board authorized the Superintendent to approve budget transfers \$5,000 or less with subsequent reporting to the Board of Education.

BILLABLE HOURS

BILLABLE HOURS

The Board authorized the Superintendent to approve billable hours for consultants when exceeding the agreed upon amount with subsequent reporting to the Board of Education.

INVESTMENT POLICY

**INVESTMENT
POLICY**

In accordance with provisions of Chapter 708 of the Laws of 1992, Investment Policy #3700, originally adopted by the Board of Education on August 7, 1985 and amended on July 5, 2005, shall be in effect for the 2020-2021 school year.

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MEDICAID POLICY

MEDICAID POLICY

Medicaid Compliance Policy #1348, originally adopted by the Board of Education on 9/10/10, shall be in effect for the 2020-2021 school year.

APPROVAL OF STAFF CONFERENCES

APPROVAL OF
STAFF
CONFERENCES

The Board authorized the Superintendent or designee to approve the attendance of staff to conferences.

AUTHORIZATION TO EMPLOY RETROACTIVELY

AUTHORIZATION
TO EMPLOY
RETROACTIVELY

The Board authorized the Superintendent to employ, in exceptional situations, any personnel essential to the operation of the school system subject to final approval of the Board of Education.

PAYMENT RATE FOR ADMINISTRATORS (PRINCIPALS/ASSISTANT PRINCIPALS)

PAYMENT RATE
FOR
ADMINISTRATORS

RESOLVED, that the Board approve Administrators to be paid at their contractual hourly/daily rate when working or supervising approved work performed beyond the normal school day. This authorization shall be effective from July 1, 2020 and continue until June 30, 2021.

SPECIAL COUNSEL

SPECIAL COUNSEL

RESOLVED, the Board of Education Hereby appoints the Law Office of Guercio & Guercio, LLP to serve as Special Counsel with regard to payments-in-lieu-of-taxes, and other matters as requested by and at the direction of the District's General Counsel, at an hourly rate of \$250.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Mr. Emeagwali, seconded by Mr. Maffea, the Board also approved the following for the 2020-2021 school year:

OTHER ITEMS

OTHER ITEMS

USE OF DISTRICT CREDIT CARDS

USE OF DISTRICT
CREDIT CARDS

The Board approved certain personnel to have use of District credit cards/ gas cards to be used for essential business when no other means of payment is accepted, as per backup pages.

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STAFF USE OF CELL PHONES

**STAFF USE OF CELL
PHONES**

The Board approved designated employees to have access to cellular phones in order to meet their responsibilities to the District, as per backup pages.

RE-ADOPTION OF BOARD POLICIES

**RE-ADOPTION OF
BOARD POLICIES**

The Board approved the re-adoption of all Board policies in effect in 2019-2020.

MILEAGE REIMBURSEMENT RATE

**MILEAGE
REIMBURSEMENT
RATE**

The Board approved the reimbursement rate to be the standard mileage rate as established by the Internal Revenue Service.

SUMMONSES AND PETITIONS

**SUMMONSES AND
PETITIONS**

The Board also approved the District Clerk (or in her absence a secretary selected by the Superintendent) be officially designated to receive summonses, petitions, and all process.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously

On a motion by Mr. Maffea, seconded by Mr. Emeagwali, the Board also approved the following:

BOARD COMMITTEES

**BOARD
COMMITTEES**

Board Committees to be determined

BOARD MEMBERSHIP

**BOARD
MEMBERSHIP**

The Board approved membership to the following organizations for the 2020-2021 school year at the costs shown:

National School Boards Association	\$ 4,165
New York State School Boards Association	\$10,634*
Nassau-Suffolk School Boards Association	\$ 3,425
New York State Caucus of Black School Board Members	\$ 445*
R.E.F.I.T.	\$ 600
National Hispanic Council of School Board Members	\$ 75 per member
National Black Council of School Board Members	\$ 75 per member

*Costs for 2019-2020 Year

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The Board approved the following resolutions:

RESOLUTION FOR CONFERENCES

RESOLUTION FOR
CONFERENCES

RESOLVED, that members of the Board of Education, the Superintendent, the Attorney, and when requested by the Board, members of the administration may upon request, attend the National School Boards Association Conventions, New York State School Boards Association Convention and the American Association of School Administrators Convention, with appropriate expenses incurred, paid by the District.

FURTHER RESOLVED, that members of the Board of Education, the Superintendent, when requested by the Board, members of the administration may upon request be permitted to attend meetings of the Nassau-Suffolk School Boards Association and the New York State School Boards Association with appropriate expenses incurred, paid by the District.

RESOLUTION FOR HEALTH INSURANCE PLAN

RESOLUTION FOR
HEALTH
INSURANCE PLAN

RESOLVED, that effective January 1, 2016, the District shall offer a certain health insurance plan, identified as HIP PRIME HMO- LG, to all District employees who are eligible, in accordance with the terms and conditions set forth in the Patient Protection and Affordable Care Act (42 USC 18001 et sec.), as amended by the Health and Education Reconciliation Act of 2010, with rates of payment by the District and the employee as stated in the employee's collectively bargained contract of employment.

The foregoing motion was put to a roll call with the following results:

Motion Carried Unanimously


CONCLUSION OF THE REORGANIZATION MEETING

CONCLUSION OF
THE
REORGANIZATION
MEETING

On a motion by Mr. Maffea, seconded by Mr. Emeagwali, the Board concluded the Reorganization Meeting and began the Regular Meeting at 8:35 PM.

Motion Carried Unanimously

Submitted by,



Diana Delahanty
District Clerk

August 20, 2020
Date Approved