

**HAWTHORNE CEDAR KNOLLS
UNION FREE SCHOOL DISTRICT**

CONSENT AGENDA 2014-2015 SCHOOL YEAR

The use of a Consent Agenda permits the Board of Education to make more effective use of time by adopting a single motion to cover those relatively routine matters which are included. Any member of the Board who wishes to discuss individually a particular piece of business on the Consent Agenda may indicate that item be transferred to the Regular Agenda for consideration and a separate vote, thus preserving the right of all Board members to be heard on any issue.

RESOLVED, that Ann Marie DeModna be designated District Clerk July 1, 2014 to June 30, 2015

RESOLVED, that Ann Izzo be designated Deputy District Clerk July 1, 2014 to June 30, 2015.

RESOLVED, that Jane LaForge be designated District Treasurer July 1, 2014 to June 30, 2015.

RESOLVED, that Joseph Abbondanza be designated Deputy District Treasurer for the period of July 1, 2014 to June 30, 2015.

RESOLVED, that Joseph Abbondanza, Assistant Superintendent/Finance, be designated as School Purchasing Agent for the period of July 1, 2014 to June 30, 2015.

RESOLVED, that Jane LaForge be designated as Deputy School Purchasing Agent for the period of July 1, 2014 to June 30, 2015.

RESOLVED, that Jacqueline Macken be designated as Internal Claims Auditor for the period of July 1, 2014 to June 30, 2015 at the rate of \$6,600.00 per year.

RESOLVED, that Shaw, Perelson, May & Lambert, LLP be designated as school district counsel for the period of July 1, 2014 to June 30, 2015

RESOLVED, that Nawrocki Smith, LLP be designated as Internal Auditor for the 2014-2015 School Year.

RESOLVED, that Cullen & Danowski, LLP be designated as the Independent Auditor for the School District for the 2013-2014 School Year.

RESOLVED, that Sickler, Torchia, Allen & Churchill, CPA's, P.C. be designated as Consulting Accountant for Preparation of the Financial Statements of the School District for the 2013-2014 School Year.

HAWTHORNE CEDAR KNOLLS UNION FREE SCHOOL DISTRICT

RESOLVED, that the Board hereby authorized the District Clerk to notify the Department of State pursuant to to the requirements of newly enacted Section 53(3) of the General Municipal Law that a copy of every Notice of Claim served upon the Secretary of State regarding this School District must be transmitted to the office of the District Clerk in accordance with the provisions of Section 50-3(3)(f) of the General Municipal Law; and **BE IT FURTHER RESOLVED** that the District Clerk is hereby authorized to take those actions necessary to complete the filing of the District's Certificate of *Designation for Service of Notice of Claim* with the Department of State.

RESOLVED, that the following be designated as Official Bank Depositories: M&T Bank, Hudson Valley Bank, Tompkins Mahopac, Webster Bank and First Niagara Bank .

RESOLVED, that the Board hereby authorizes the Board President, or the Vice President in the Board President's absence, to execute up to and including \$3,750,000.00 Revenue Anticipation Notes (RAN), and effect borrowing up to said amount during the 2014-2015 school year in anticipation of revenues to be received in the form of State Aid from the State of New York and payments from school districts during the current fiscal year of said School District commencing July 1, 2014, and renewals thereof, if necessary.

Said notes shall be sold privately to one or more banks to be determined, at the prevailing interest rate, where they shall be redeemed upon maturity, which date shall not extend beyond the close of the applicable period provided in the Local Finance Law for the maturity of such notes. All other matters, except as provided herein, related to such note, shall be determined by the Board President or the Board Vice President in his/her absence, including the power to designate such notes as "qualified tax exempt obligations" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986; and **BE IT FURTHER RESOLVED**, that the Board of Education ratifies the actions of the Board President and Vice President, in issuing an aggregate amount of \$3,750,000 Revenue Anticipation Notes during the 2014-2015 School Year.

RESOLVED, that Omni Financial Group, Inc. be designated as the Third Party Administrator of Employer's 403(b) and 457(b) plan.

RESOLVED, that **The Journal News** be designated as the official school newspaper.

RESOLVED, that the Board of Education reviewed the District Policies and the Board approves and accepts the District Policy Manual as presented.

RESOLVED, that the Superintendent of Schools, be designated/authorized (alternate: Assistant Superintendent of Finance) to:

- approve the attendance of staff at Conferences, Conventions and Workshops
- apply for grants

RESOLVED, that the Chief School Officer be authorized to approve budget transfers, up to and including \$10,000 per line, subject to the Guidelines of the Commissioner's Regulations.

**HAWTHORNE CEDAR KNOLLS
UNION FREE SCHOOL DISTRICT**

RESOLVED, that the Assistant Superintendent for Finance (or his designee) shall be:

- Authorized to certify payrolls
- Authorized to submit bid notices to newspapers
- Authorized to open bids (alternates: District Clerk, Superintendent of Schools, Board Members)
- Authorized to invest funds as permitted by law
- Authorized to issue Revenue Anticipation Notes to meet the district's obligations until revenue is received, the total not to exceed the amount as established by the Board of Education in a separate resolution

RESOLVED, that the authorized signature on all checks be that of the District Treasurer and/or the Assistant Superintendent of Finance.

RESOLVED, that the Assistant Superintendent of Finance (also Purchasing Agent), and the District Treasurer, be bonded in the amount of \$600,000 for the 2014-2015 School Year.

RESOLVED, that a Petty Cash Fund be established in the amount of \$200.00; to be distributed as follows:

\$100 Business Office
\$100 Superintendent's Office

RESOLVED, that the per-diem rate for substitutes be as follows:

Substitute Teacher (Certified)	- \$150.00 per diem
Substitute Teacher (Non-Certified)	- \$125.00 per diem
Substitute Nurse (R.N.)	- \$150.00 per diem
Substitute Nurse (LPN)	- \$125.00 per diem
Licensed Nurse Practitioner	- \$ 55.00 per hour
Substitute Clerical	- \$125.00 per diem
Substitute Maintenance Worker	- \$125.00 per diem
Substitute Bus Driver	- \$125.00 per diem

RESOLVED, that the mileage reimbursement rate be the approved Internal Revenue Service rate, as established and amended by the IRS.

RESOLVED, that Hawthorne Cedar Knolls UFSD participates in BOCES services.

RESOLVED, that the Assistant Superintendent of Finance be designated Records Management Officer.

RESOLVED, that Louis Petty, as Superintendent of Buildings and Grounds, be appointed as Asbestos Designee, pursuant to the Asbestos Hazard Emergency Response Act (AHERA).

RESOLVED, that Ann Izzo be designated Chief Information Officer.

HAWTHORNE CEDAR KNOLLS UNION FREE SCHOOL DISTRICT

RESOLVED, the following are designated Impartial Hearing Officers:

§3214 Hearing Officer	Assistant Superintendent/Finance
§504 Compliance Officer	Assistant Superintendent/PPS
Privacy Officer (HIPPA)	Director of Human Resources
Records Access Officer	Assistant Superintendent/Finance
Records Management Officer	Assistant Superintendent/Finance
Title IX Compliance Officer	Assistant Superintendent/PPS
Sexual Harassment Officers	Assistant Superintendent/PPS and/or Assistant Superintendent/Finance
Liaison for Homeless Students	Director of Human Resources
Whistleblower Compliance Officer	Director of Human Resources
ADA Compliance Officer	Assistant Superintendent/PPS
Civil Rights Compliance Officer	Director of Human Resources
Dignity for All Students Act Coordinator (Geller House School)	Dr. Vikki Palmer
Dignity for All Students Act Coordinator (Linden Hill School)	Marjorie Clarke, LMSW
Dignity for All Students Act Coordinator (Little School)	Dr. Cheryl Pinnow
Dignity for All Students Act Coordinator (Senior/Junior High School)	Dr. Katherine Reitzes

RESOLVED, that the Superintendent of Schools, or his designee, be designated Legislative liaison.

RESOLVED, that the Board President, or his designee, be designated BOCES liaison.

RESOLVED, that Assistant Superintendent of PPS be designated Special Education liaison.

RESOLVED, that Dr. Clare E. Rosen be designated CSE Chair.

RESOLVED, that Dr. Christine Casey be designated as Alternate CSE Chair.

RESOLVED, that School Psychologists be designated as additional CSE Chairs.

RESOLVED, that Jennifer Lovett & Rochelle Pruzan be designated as CSE Parent Members to serve on the Committee on Special Education (CSE) for the 2014-2015 school year, with a travel reimbursement of \$30 per meeting.

RESOLVED, that Tawana Jenkins-Little and Stanislaw Gordon be designated as CSE Surrogate Parents to serve on the Committee on Special Education (CSE) for the 2014-2015 school year, with a travel reimbursement of \$30 per meeting.

RESOLVED, that Karen Nieminski, Licensed Nurse Practitioner, be designated as School Physician for the School Year 2014-2015.

HAWTHORNE CEDAR KNOLLS UNION FREE SCHOOL DISTRICT

RESOLVED, that the Assistant Principals shall be authorized to act in place of the Principal, when the Principal is not present within the School District or is otherwise unavailable.

RESOLVED, that Pedro Reynoso, Assistant Principal, shall be authorized to act in place of the Principal of the Little School, when the Principal is not present within the School District or is otherwise unavailable.

RESOLVED, that Dr. Vikki Palmer, School Psychologist of Geller House, shall be authorized to act in place of the Principal of Geller House, when the Principal is not present within the School District or is otherwise unavailable.

RESOLVED, that the Special Education Plan be adopted for the 2014-2015 School Year.

RESOLVED, that the Annual Professional Performance Review (APPR) be adopted for the 2014-2015 School Year.

RESOLVED, that the Professional Development Plan (PDP) be re-adopted for the 2014-2015 School Year.

RESOLVED, that the Code of Conduct and Code of Ethics be re-adopted for the 2014-2015 School Year.

RESOLVED, that the District-Wide School Safety Plan and Emergency Response Plan be re-adopted for the 2014-2015 School Year.

RESOLVED, to adopt SUPPLEMENTAL DEFENSE AND INDEMNIFICATION RESOLUTION 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 the Boards of Education and parent volunteers in connection with any claims asserted or judgment obtained against such board members, officers, agents or employees in any State or Federal Court, or in the amount of any settlement of any such claim, provided the act or omission from which such judgment or claim arose occurred while the Board member, officer, agent or employee was acting within the scope of his or her office of employment;

**HAWTHORNE CEDAR KNOLLS
UNION FREE SCHOOL DISTRICT**

NOW THEREFORE, BE IT RESOLVED that the Board of Education of the Hawthorne Cedar Knolls Union Free School District 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, and parent volunteers on school-based planning and shared decision making committees or other community volunteer performing volunteer service with the consent of the Board and/or Superintendent of Schools. This coverage shall supplement and shall be in addition to the coverage available to such employees under other enactments, including but not limited to the Education Law of the State of New York.

ACCEPTED AND APPROVED JULY 9, 2013

Board of Education