

**WYANDANCH UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION MINUTES OF
2021 REORGANIZATION MEETING
HELD ON JULY 14, 2021
CENTRAL ADMINISTRATION BUILDING
1445 DR. MARTIN LUTHER KING, JR. BOULEVARD
WYANDANCH, NEW YORK 11798**

The meeting was called to order by District Clerk Christian D. Code at 5:10 PM and asked for a moment of silence.

**OATH OF OFFICE FOR
TRUSTEES
ELECT/SUPERINTENDENT**

Lisa Hutchinson, Legal Counsel, administered the Oath of Office to Trustee Shirley Baker, Trustee Nancy Holliday, Trustee Charlie B. Reed and Dr. Gina Talbert each followed by applause.

Roll Call:	Performed by Christian D. Code
Trustees Present:	Shirley Baker, Nancy Holliday, Jarod B. Morris, Charlie B. Reed, Yvonne Robinson, Latesha S. Walker
Trustees Who Arrived Late:	James Crawford
Others Present:	Dr. Gina Talbert, Kester Hodge, Dr. Christine Jordan, Shamika Simpson, Dan Somaiah, Al Chase, Lisa Hutchinson, Esq., Monte Chandler, Esq., Christian D. Code, Administrators and Community

**READING OF MISSION
STATEMENT**

Mr. Code asked everyone to stand to recite the mission statement:

“Inspire the passion for learning and educating all students to achieve their full potential.”

Trustee Crawford arrived at 5:15PM.

ELECTION OF PRESIDENT

Mr. Code asked if there were nominations for President.

Trustee Morris nominated Trustee Latesha S. Walker for President.

Trustee Walker second the nomination.

Trustee Reed nominated Trustee Yvonne Robinson for President.

Trustee Holliday second the nomination.

With a show of hands, there were four votes for Trustee Walker and three votes for Trustee Robinson.

With four votes, Trustee Walker was elected President of the Board of Education.

The Oath of Office was administered to President Walker by Lisa Hutchinson, which was followed by applause.

President Walker took her seat and assumed the chair of the meeting.

ELECTION OF VICE PRESIDENT

President Walker asked for nominations for Vice President.

Trustee Reed nominated Trustee Yvonne Robinson for Vice President.

Trustee Crawford second the nomination.

Trustee Morris nominated himself for Vice President.

President Walker second the nomination.

President Walker nominated Trustee Baker for Vice President.

Trustee Baker second the nomination.

With a show of hands, there were four votes for Trustee Robinson, two votes for Trustee Morris and one vote for Trustee Baker.

With four votes, Trustee Robinson was elected Vice President of the Board of Education.

The Oath of Office was administered to Vice President Holliday by Lisa Hutchinson, which was followed by applause.

EXECUTIVE SESSION

Motion by Robinson, second by Holliday to go into Executive Session at 5:25 PM to discuss matters pertaining to the employment of particular persons and to receive legal counsel.

Motion carried 7-0-0

RECONVENE

Motion by Morris, second by Holliday to reconvene at 7:45 PM.

Motion carried 7-0-0

REORGANIZATION RESOLUTIONS

Motion by Crawford, second by Morris to BLOCK VOTE all appointment of officers resolutions with the exception of 6-A-2 and 6-A-4.

Motion carried 7-0-0

Motion by Crawford, second by Reed to approve the BLOCK VOTE all appointment of officers resolutions with the exception of 6-A-2 and 6-A-4.

Motion carried 7-0-0

APPOINTMENT OF OFFICERS

**BOE REORG #6-A-1
District Clerk/ Board Secretary/
Records Access Management**

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints **Christian D. Code** as District Clerk, with benefits as outlined in the 2021-2022 Terms and Conditions Employment Agreement between the Board of Education and the District Clerk and authorizes the President of the Board of Education to execute said Agreement with **Christian D. Code** upon further review by the Board of Education and legal counsel.

**BOE REORG #6-A-2
District Treasurer
TABLED**

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints _____ as District Treasurer, with benefits as outlined in the 2021-2022 Terms and Conditions Employment Agreement between the Board of Education and the District Treasurer and authorizes the President of

the Board of Education to execute said Agreement with _____ on behalf of the Board of Education.

BOE REORG #6-A-3
Deputy District Treasurer

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints **Shirley Baker** as Deputy District Treasurer in the absence of the District Treasurer for the 2021-2022 school year.

BE IT FURTHER RESOLVED, that this only occurs when the District Treasurer is on vacation or out of the country or is otherwise unable to perform the duties of the position of District Treasurer.

BOE REORG #6-A-4
Extra-Classroom Activities Fund
Treasurer
TABLED

RESOLUTION:

BE IT RESOLVED that the Board of Education appoints _____ as Extra-Classroom Activities Fund Treasurer for the Wyandanch Union Free School District pursuant to Commissioner of Education's regulation 172.4 for the period July 1, 2021 through June 30, 2022.

BOE REORG #6-A-5
District Internal Auditing
Service

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints **Nawrocki Smith** as District Claims Auditor, with benefits as outlined in the 2021-2022 Terms and Conditions Employment Agreement between the Board of Education and the District Claims Auditor and authorizes the President of the Board of Education to execute said Agreement with **Nawrocki Smith** on behalf of the Board of Education.

BOE REORG #6-A-6
District Claims Auditor

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints **John Dennehy, CPA, PC** as District Claims Auditor, with benefits as outlined in the 2021-2022 Terms and Conditions Employment

Agreement between the Board of Education and the District Claims Auditor and authorizes the President of the Board of Education to execute said Agreement with **John Dennehy, CPA, PC** on behalf of the Board of Education.

**BOE REORG #6-A-7
NYSSBA Advocacy Liaison
2021-2022**

RESOLUTION:

BE IT ESOLVED, that the Board of Education appoints Trustee **Jarod B. Morris** as the NYSSBA Advocacy Liaison for the 2021-2022 school year.

**BOE REORG #6-A-8
Deputy District Clerk**

RESOLUTION

BE IT RESOLVED, that the Board of Education appoints **Nancy Holliday** as Deputy District Clerk in the absence of the District Clerk for the 2021-2022 school year.

BE IT FURTHER RESOLVED, that this only occurs when the District Clerk is on vacation or out of the country or is otherwise unable to perform the duties of the position of District Clerk.

OTHER APPOINTMENTS

Motion by Crawford, second by Morris to BLOCK VOTE all other appointments resolutions with the exception of 6-B-2 & 6-B-3.
Motion carried 7-0-0

Motion by Morris, second by Robinson to approve the BLOCK VOTE all other appointments resolutions with the exception of 6-B-2 & 6-B-3.
Motion carried 7-0-0

**BOE REORG #6-B-1
District Physician**

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints **Dr. Jason Hitner** as District Physician for the Wyandanch Union Free School District to serve at the pleasure of the Board effective July 1, 2021 through June 30, 2022, subject to counsel's review. The fee for services shall be \$40,000.00 per year.

BOE REORG #6-B-2
General Counsel
TABLED

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints _____ as District General Counsel for the Wyandanch Union Free School District to serve at the pleasure of the Board effective July 1, 2021 through June 30, 2022, subject to a mutually agreeable contract.

BOE REORG #6-B-3
Labor Counsel
TABLED

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints _____ as District Labor Counsel for the Wyandanch Union Free School District to serve at the pleasure of the Board effective July 1, 2021 through June 30, 2022, subject to a mutually agreeable contract.

BOE REORG #6-B-4
External Auditor

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints **R.S. Abrams** as District External Auditor for the Wyandanch Union Free School District for the period July 1, 2021 through June 30, 2022, subject to a mutually agreeable contract, and review and approval by District counsel.

**RECONSIDERATION OF
OTHER APPOINTMENTS**

BOE REORG #6-B-2
General Counsel

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints **Guercio & Guercio, LLP** as District General Counsel for the Wyandanch Union Free School District to serve at the pleasure of the Board effective July 1, 2021 through June 30, 2022, subject to a mutually agreeable contract.

Motion by Robinson, second by Reed

Motion Carried 7-0-0

**BOE REORG #6-B-3
Labor Counsel**

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints **The Chandler Law Firm** as District Labor Counsel for the Wyandanch Union Free School District to serve at the pleasure of the Board effective July 1, 2021 through June 30, 2022, subject to a mutually agreeable contract.

**Motion by Baker, second by Morris
Abstaining Holliday, Morris, Reed, Robinson**

Motion **FAILED 3-0-4**

DESIGNATIONS

**Motion by Crawford, second by Morris to BLOCK VOTE all designations resolutions.
Motion carried 7-0-0**

**Motion by Morris, second by Robinson to approve the BLOCK VOTE all designations resolutions.
Motion carried 7-0-0**

**BOE REORG #6-C-1
Purchasing Agent**

RESOLUTION:

BE IT RESOLVED, the Board of Education hereby appoints the Interim School Business Administrator, **Richard Snyder**, to act as Purchasing Agent, and in their absence, the Superintendent of Schools, **Dr. Gina Talbert**, pursuant to Commissioner's Regulations 170.2, to serve at the pleasure of the Board for the 2021-2022 school year.

**BOE REORG #6-C-2
Asbestos Designee**

RESOLUTION:

BE IT RESOLVED, that the Board of Education appoints **Montgomery Granger** as the Asbestos Designee for the Wyandanch Union Free School District for the 2021-2022 school year, pursuant to 40 CFR 763.84, and

BE IT FURTHER RESOLVED, that the Board of Education authorizes **Montgomery Granger** to attend an asbestos training course which satisfies the requirement of 40 CFR 763.84(g)(2) with the costs of such attendance to be borne by the District.

**BOE REORG #6-C-3
Depository of District Funds**

RESOLUTION:

BE IT RESOLVED, that the Board of Education designates JPMorgan Chase and HSBC Bank as the Depository of District funds effective July 1, 2021 through June 30, 2022, with all deposits in excess of the FDIC coverage limitation to be collateralized by U.S. Government backed securities.

**BOE REORG #6-C-4
Schedule/Activities Calendar**

RESOLUTION:

BE IT RESOLVED, that the Board of Education approve the Schedule of Board of Education Meetings and Budget Vote & Board of Election Activities Calendar for the 2021-2022 school year, and

BE IT FURTHER RESOLVED, that the Board of Education adopt the aforementioned schedule and calendar for the 2021-2022 school year.

BE IT FURTHER RESOLVED, that the Board of Education meeting dates be adopted as follows:

**WYANDANCH UNION FREE SCHOOL DISTRICT
BOARD MEETING DATES
JULY 1, 2021 – JUNE 30, 2022**

*Executive Session beginning at 5:30p.m.
Every 2nd & 3rd Wednesday @ 7:00 p.m., except as otherwise noted.*

JULY 2021

WEDNESDAY, JULY 14, 2021
WEDNESDAY, JULY 14, 2021
WEDNESDAY, JULY 21, 2021

REORGANIZATION MEETING | 5:00 p.m.
WORK SESSION | 7:00 p.m.
VOTING SESSION

AUGUST 2021

WEDNESDAY, AUGUST 25, 2021

COMBINED WORK/VOTING SESSION

SEPTEMBER 2021

8- Rosh Hashanah (District Closed)

WEDNESDAY, SEPTEMBER 15, 2021

COMBINED WORK/VOTING SESSION

OCTOBER 2021

WEDNESDAY, OCTOBER 13, 2021
WEDNESDAY, OCTOBER 20, 2021

WORK SESSION
VOTING SESSION

NOVEMBER 2021

WEDNESDAY, NOVEMBER 17, 2021

COMBINED WORK/VOTING SESSION

DECEMBER 2021

WEDNESDAY, DECEMBER 8, 2021

WORK SESSION

WEDNESDAY, DECEMBER 15, 2021

VOTING SESSION

JANUARY 2022

WEDNESDAY, JANUARY 12, 2022

WORK SESSION

WEDNESDAY, JANUARY 19, 2022

VOTING SESSION

FEBRUARY 2022

WEDNESDAY, FEBRUARY 8, 2022

COMBINED WORK/VOTING SESSION

MARCH 2022

WEDNESDAY, MARCH 9, 2022

WORK SESSION

WEDNESDAY, MARCH 16, 2022

VOTING SESSION

APRIL 2022*20- Spring Recess (District Closed)*

WEDNESDAY, APRIL 13, 2022

COMBINED WORK/VOTING SESSION

TUESDAY, APRIL 26, 2022

ANNUAL BOCES VOTE

MAY 2022

WEDNESDAY, MAY 11, 2022

WORK SESSION

TUESDAY, MAY 17, 2022

BUDGET VOTE / TRUSTEE ELECTION

WEDNESDAY, MAY 18, 2022

VOTING SESSION

JUNE 2022

WEDNESDAY, JUNE 8, 2022

WORK SESSION

WEDNESDAY, JUNE 15, 2022

VOTING SESSION

BOE REORG #6-C-5**Standing Committees****RESOLUTION:**

BE IT RESOLVED, that the Board authorizes the use of the below named standing committees for the 2021-2022 school year.

FURTHER RESOLVED, that membership of each committee not exceed five (5) members. In addition, the committees must meet at least once every other month and provide a written report of their findings/recommendations at the next scheduled Board meeting:

1. Curriculum Committee- James Crawford (Chair)

2. **Personnel Committee – Shirley Baker, Nancy Holliday, Charlie Reed**
3. **Facilities Management Committee including Buildings & Grounds, Transportation, Safety & Security- Charlie Reed (Chair)**
4. **Community Relations Committee including Intergovernmental Relations, Ethics, Public Relations- Shirley Baker, James Crawford, Latesha Walker**
5. **Policy Committee- Latesha Walker (Chair), Yvonne Robinson, Jarod Morris**
6. **Audit Committee, as established by separate charter and resolution – Nancy Holliday, Jarod Morris, Yvonne Robinson**
7. **Nutrition Committee- Yvonne Robinson (Chair), Nancy Holliday**

**BOE REORG #6-C-6
Official Newspapers**

RESOLUTION:

BE IT RESOLVED, that the Board of Education designates the following Newspapers as the official District newspaper effective July 1, 2021 through June 30, 2022:

**Newsday
La Noticia
Babylon Patch**

AUTHORIZATIONS

**Motion by Crawford, second by Morris to BLOCK VOTE all authorizations resolutions.
Motion carried 7-0-0**

**Motion by Robinson, second by Holliday to approve the BLOCK VOTE all authorizations resolutions.
Motion carried 7-0-0**

**BOE REORG #6-D-1
Certifying Payroll**

RESOLUTION:

BE IT RESOLVED, that the following persons occupying the positions of School Business Administrator or Superintendent of Schools is authorized to certify payroll for the 2021-2022 school year:

Richard Snyder, School Business Administrator
Dr. Gina Talbert, Superintendent of Schools

**BOE REORG #6-D-2
Conferences/Workshops
Board of Education**

RESOLUTION:

RESOLVED, that members of the Board of Education are deemed to be approved to attend conferences/workshops conducted by the following organizations during the 2021-2022 school year:

- A. New York State School Boards Association (NYSSBA)
- B. Board of Education Retreats
- C. NABSE-National Association of Black School Educators
- D. NSBA-National School Boards Association
- E. Nassau-Suffolk School Boards Association, Inc.
- F. SCOPE Educational Services
- G. New York State Black and Puerto Rican Caucus Conference
- H. Congressional Black Caucus Conference
- I. National School Boards CUBE Affiliate Conference
- J. REFIT
- K. Any other conference Board members desire to attend must receive approval from the Board of Education prior to Board members enrolling and/or attending.

**BOE REORG #6-D-3
Conferences/Workshops
Superintendent**

RESOLUTION:

RESOLVED, that the Superintendent and or staff may attend conferences/workshops conducted by the following organizations during the 2021-2022 school year with prior approval from the Board of Education:

- A. New York State Counsel of School Superintendent's Association
- B. Association of Supervisory Curriculum Development
- C. American Association of School Administrators
- D. Coalition of Essential Schools
- E. Comer School of Development
- F. National Association for Black School Educators
- G. New York State School Boards Association
- H. National School Boards Association
- I. New York State Black and Puerto Rican Caucus Conference
- J. Congressional Black Caucus Conference
- K. Reform Educational Financing Inequities Today (REFIT)
- L. Any other conference relevant to facilitating Superintendent duties with prior Board approval.
- M. All Board Conferences & Workshops

**BOE REORG #6-D-4
Petty Cash**

RESOLUTION:

BE IT RESOLVED, that the district wide petty cash fund be established at One Hundred Dollars (\$100.00) for the 2021-2022 school year; and

BE IT RESOLVED, that the district's Interim School Business Administrator, **Richard Snyder**, is designated as the custodian of the petty cash fund and in the absence of the School Business Administrator, for any reason, the Superintendent of Schools, **Dr. Gina Talbert**, shall be so designated.

**BOE REORG #6-D-5
Signatories on Checks**

RESOLUTION:

BE IT RESOLVED, that the following persons be authorized signatories on checks for the **2021-2022** school year.

**District Treasurer
Deputy District Treasurer
(in the absence of District Treasurer)**

BE IT FURTHER RESOLVED, that the Board of Education authorizes the following trustee(s) as additional signatory(ies) on checks for the **2021-2022** school year.

**Board President
Board Vice President**

BE IT RESOLVED, that the Board of Education, per the advice of SED, approves the signatory for the payroll account to one signer, that of the treasurer, for the **2021-2022** school year.

**BOE REORG #6-D-6
Budget Transfers**

RESOLUTION:

BE IT RESOLVED, that the Superintendent shall be authorized to make budget transfers up to a maximum of **\$5,000** without prior board approval for the 2021-2022 school year.

**BOE REORG #6-D-7
District Inter-Fund and Intra-
Fund Transfers**

RESOLUTION:

WHEREAS, it is necessary for the District Treasurer to make certain inter-fund and intra-fund cash transfers between and among Wyandanch Union Free School District accounts, now

BE IT RESOLVED, that the Board of Education authorizes the District Treasurer to make such cash transfers between and within the following district bank accounts:

1. Chase Manhattan Bank;
2. HSBC Bank; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the District Treasurer to make the following intra-fund transfers as needed:

1. From the Wyandanch UFSD **Payroll Other Account** to the Teachers Federal Credit Union account for the purpose of payment of employee's direct deposits;
2. From the Wyandanch UFSD **Payroll Other Account** to the Omni account for the purpose of funding employees' annuities;
3. From the Wyandanch UFSD Money Market account at Chase Manhattan Bank to the Depositary Trust for the purpose of repayment of TANS & RANS.

**BOE REORG #6-D-8
Mileage Reimbursement Rate**

RESOLUTION:

BE IT RESOLVED, that the mileage compensation rate for use of personal **vehicles** in the conduct of District business be approved at 56 cents per mile for the 2021-2022 school year. **This resolution applies to individuals whose mileage reimbursement rate is not covered by a collective bargaining agreement or employment contract.**

**BOE REORG #6-D-9
Official Undertakings**

RESOLUTION:

BE IT RESOLVED, that the Board of Education hereby authorizes the purchase of a Faithful Performance Blanket Bond in lieu of specific official undertakings for all persons and positions required by law or regulation to be bonded.

**BOE REORG #6-D-10
Re-Adoption of Policies/
Code of Ethics**

RESOLUTION:

BE IT RESOLVED, that the Board of Education hereby re-adopts all policies and code of ethics in effect during the previous year **for the year 2021-2022.**

**BOE REORG #6-D-11
Purchasing Policy**

RESOLUTION:

BE IT RESOLVED, that the Board of Education hereby re-adopts the purchasing policy **for the year 2021-2022**.

**BOE REORG #6-D-12
Renewal of Membership**

RESOLUTION:

BE IT RESOLVED, that the Board of Education hereby renews membership with the following associations **for the 2021-2022 year**.

- A. New York State School Boards Association (NYSSBA)
- B. New York State Caucus of Black School Board Members
- C. NSBA-National School Boards Association (CUBE)
- D. Nassau-Suffolk School Boards Association, Inc.
- E. Reform Educational Financing Inequities Today (REFIT)

**OATH OF OFFICE FOR
DISTRICT CLERK, DEPUTY
DISTRICT CLERK, DEPUTY
DISTRICT TREASURER**

Lisa Hutchinson, Legal Counsel, administered the Oath of Office to Christian D. Code (District Clerk), Nancy Holliday (Deputy District Clerk), Shirley Baker (Deputy District Treasurer) each followed by applause.

ADJOURNMENT

Motion by Morris, second by Robinson to adjourn at 8:00 PM Motion carried 7-0-0

**Minutes Recorded and Transcribed
By District Clerk**

**Date of Meeting: JULY 14, 2021
2021 REORGANIZATION
MEETING**

Christian D. Code