



## Herricks Public Schools Board of Education

### Regular Meeting ~ Agenda ~

999B Herricks Road  
New Hyde Park, NY 11040  
<https://www.herricks.org/HUFSD>

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Thursday, May 21, 2020

7:30 PM

Via Teleconference

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- I Call to Order
- II Executive Session
- III Meeting Reconvened
- IV Pledge of Allegiance
- V Announcements and Correspondence
- VI Recognition of Board of Education Student Representatives
- VII Recommended Actions - Routine Business

#### A

##### 1 Minutes - May 4, May 6 & May 7, 2020

The following resolution has been prepared for the Board's consideration:  
**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the May 4, 2020, May 6, 2020 and May 7, 2020 Minutes.

#### B

##### 1 Personnel Report - May 21, 2020

The following resolution has been prepared for the Board's consideration:  
**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the May 21, 2020 Personnel Report.

#### C

##### 1 Report of Committee on Special Education - May 21, 2020

The following resolution has been prepared for the Board's consideration:  
**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts the May 21, 2020 Report of Committee on Special Education.

#### D

**1 Transfer Report - May 21, 2020**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the May 21, 2020 Transfer Report.

**E**

**1 Warrants - May 21, 2020**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following Warrants:

General Fund Schedule: 98 through 103  
Trust & Agency Schedule: 33

**VIII Recommended Actions - New Business**

**A Appointment of Election Workers for Budget/Trustee Vote**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following resolution to appoint the personnel necessary to conduct the Budget/Trustee Vote.

1. **Resolved:** that the following resolution concerning the appointment of Chief Inspector, Inspectors, Assistant Clerks, and Special Poll Clerks for the District Budget/Trustee Vote to be held on June 9, 2020.

Section 1. Pursuant to the provisions of the Education Law, Lydia Pettinato, a qualified voter of the District, is hereby appointed to act as the PERMANENT CHAIRPERSON at the Budget/Trustee Vote to be held on June 9, 2020.

Section 2. Pursuant to the provisions of the Education Law Section 2025, the qualified voters listed below are hereby appointed to act as INSPECTORS OF ELECTION and Kathryn Cerra, Joanne Savitt and Michele Epstein and Lydia Pettinato to act as the CHIEF ELECTION INSPECTORS, each to perform such duties and to take such action as prescribed by the Education Law:

Kathryn Cerra  
Deana Marafino

Joanne Savitt

Michele Epstein

and the following qualified voters are hereby appointed to act as ASSISTANT CLERKS pursuant to Section 2025 of the Education Law.

Wanda Cusenza  
Erika Rivera  
Deana Marafino  
Andrea Curtin  
Ruth Meshejian  
Gustav Szoke

Nicholas Svitak  
Kathryn Cerra  
Lydia Pettinato  
Sosamma Joy  
Sushma Sharma  
Rosalie Szoke

Gary Pettinato  
Joanne Savitt  
Michele Epstein  
Dianne Meshejian  
David Shaffsick  
Yedidah Gershony

Manzoor Patoli  
Jeannette Ceballos  
MaryAnn Weaver

Pratibha Butala  
Ellen Janowski  
Geraldine Kilmurray

Sudhir Butala  
Baby K. Kuriakose

**Note:** *On the date of the Budget/Trustee Vote, a number of inspectors may also work as Assistant Clerks for part of the time. District Counsel suggested including those names under both categories.*

**Section 3.** The District Clerk is hereby authorized and directed to give written notice of the appointment to each qualified voter so appointed by this Board of Education.

**Section 4.** The District Clerk is hereby authorized and directed to notify this Board of Education forthwith if any of such persons herein above appointed to the respective offices refuses to accept such appointment or fails to take such further action as may be authorized in such circumstances pursuant to the Education Law. In the event that this Board of Education is unable to hold a meeting to appoint a qualified voter to this District to fill a vacancy caused by the refusal of any person herein designated to accept his/her appointment or the failure of any such persons to serve, the District Clerk is hereby authorized to appoint a qualified voter of this School District to fill such vacancy.

2. **Resolved:** In compliance with the provisions of the Education Law, Section 2019-a, the following named employees of the BOARD OF EDUCATION OF HERRICKS UNION FREE SCHOOL DISTRICT are hereby appointed as special poll clerks to cast and canvass sealed ballots filed with the inspectors of election at the Budget/Trustee Vote on June 9, 2020, pursuant to Section 2019-a:

Lydia Pettinato  
Wanda Cusenza  
Deana Marafino  
Andrea Curtin  
Ruth Meshejian  
Gustav Szoke  
Manzoor Patoli  
Jeannette Ceballos  
MaryAnn Weaver

Kathryn Cerra  
Nicholas Svitak  
Erika Rivera  
Sosamma Joy  
Sushma Sharma  
Rosalie Szoke  
Pratibha Butala  
Ellen Janowski  
Geraldine Kilmurray

Michele Epstein  
Joanne Savitt  
Gary Pettinato  
Dianne Meshejian  
David Shaffsick  
Yedidah Gershony  
Sudhir Butala  
Baby K. Kuriakose

**Be It Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby sets the salary for the June 9, 2020 Budget/Trustee for the Chairperson and Chief Election Inspectors at \$14.35 per hour and for the Inspectors of Election and Assistant Clerks at \$13.00 per hour.

**B Approval of Herricks Mentoring Program with the Herricks Teachers' association (HTA)**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the Herricks Mentoring Program with Herricks Teachers' Association for the 2020-2021 school year, and

**Be It further Resolved:** that the Assistant Superintendent of Business be authorized to sign the agreement on behalf of the Board of Education.

**C Acceptance of Donation**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts a monetary donation in the amount of \$2,000.00 from Bernice Magalnick, 180 Dogwood Road, Roslyn, NY 11576, in memory of her son Steven Magalnick. The donation is to be used towards faculty lounge renovations at Searingtown Elementary School.

**D Nassau BOCES Letter of Intent for 2020-2021**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the filing of the Nassau BOCES Letter of Intent for various BOCES contracts for the 2020-2021 school year, including any adjustments for subsequent Letters of Intent approved by the Board of Education.

**E Nassau BOCES 2020-2021 Letter of Intent #734017- TI 84+ Calculators**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the attached BOCES 2020-2021 Letter of Intent #734017 in the amount of \$16,091.63 for the purchase of 14 TI 84+ Teacher 10 pack calculators.

**Note:** By contracting for these instructional devices via BOCES, the total cost noted above is aidable in the subsequent school year.

**F BOCES Putnam Northern Westchester 2020-21 Cross Contract - COSER #504 - INTEGRATED SOCIAL STUDIES/ELA CURRICULUM K-8**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the attached BOCES Cross Contract with Putnam Northern Westchester Coser #504 in the amount of \$2,750.00 for Integrated Social Studies/ELA Curriculum K-8 for the 2020-2021 school year.

**Note:** This is a web-based integrated social studies/integrated curriculum for Grades K-8. The curriculum is aligned with NYS Framework for Social Studies, including inquiry investigations. The curriculum is also aligned to the NYS Common Core Standards/NYS Learning Standards for ELA and Literacy.

**G BOCES Putnam Northern Westchester 2020-21 Cross Contract - COSER #608 - OLAS (ONLINE APPLICATION SYSTEM)**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the attached BOCES Cross Contract with Putnam Northern Westchester, Coser #608 in the amount of \$7,000.00 for renewal of the OLAS (On-Line Application System) Subscription for the 2020-2021 school year.

**Note:** This subscription was included in the budget. By contracting for this subscription via BOCES, the total cost noted above is aidable in the subsequent school year.

**H Nassau BOCES Letter of Agreement - FrontEdge Inc.**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves BOCES Letter of Agreement for FrontEdge, Inc. for the 2020-2021 school year at a fee of \$68,130.49.

**Note:** FrontEdge Inc service will allow for the District to digitize the Onboard Hiring Process. This will allow the District to begin to develop digital personnel files on new employees.

**I Nassau BOCES Letter of Intent #733391 - Konica Minolta Business Solutions**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the attached BOCES Letter of Intent #733391 to acquire over a forty-eight month period five copiers from Konica Minolta Business Solutions USA, Inc. and related hardware and services for the replacement copiers listed on the attached in the amount of \$37,165.57 inclusive of BOCES Administrative Project Costs (15% coordination and 2% inventory).

**Note:** These copiers replace 5 Konica Minolta copiers currently off of lease. By contracting via Nassau BOCES, these costs associated with the copiers are aidable in the subsequent school year.

**J Nassau BOCES Letter of Agreement - Blackboard Inc.**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves BOCES Letter of Agreement for Blackboard Inc. for the 2020-2021 school year at a fee of \$6,111.57.

**Note:** Blackboard Connect teacher edition will allow district administrators and teachers to use our mass notifications system and be able to target specific classes and groups. It will also help teachers connect with families where they are, in a safe and consistent way, and without adding extra work for busy teachers and parents. Global translation empowers teachers to easily communicate with all parents, regardless of language barriers. Teachers can create and send messages from anywhere using the mobile messaging app on their smartphone or a browser on their computer.

**K Nassau BOCES 2020-2021 Letter of Intent - CoSer #602.059 - Shared Data Protection Officer Support Service**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves Boces Letter of Intent Co-Ser#602.059 for Shared Data Protection Officer Support Service for the 2020-2021 school year, at a cost of \$11,000.00 plus administrative fees.

**Note:** Shared Data Protection Officer Support Service will help the district meet the needs of Ed-law 2d part 121 implementation. Includes but not limited to; develop the action plan, help developing Data Security & Privacy policies and procedures, creating a disaster recovery plan and a mitigation plan, creating an

incident response and breach notification plan, and developing a data breach complaint response process for parents and staff. In addition to ensuring the district has a complete inventory of applications available on its website in compliance with Ed Law 2-d, reviewing, assessing, and planning district employee training in cybersecurity, reviewing district data privacy practices and investigating, creating, and performing next steps in the event of data security breaches.

**L Nassau BOCES 2020-2021 Letter of Intent #708828 - Crown Castle Directly Deployed Internet**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves BOCES Letter of Intent #708828 for Crown Castle Directly Deployed Internet for the 2020-2021 school year at a cost of \$15,228.00 plus administrative fees.

**Note:** This service will provide a backup internet service connection to help mitigated a potential loss of internet to the district if our main connection would be severed. In addition this would provide us load balancing for days when bandwidth may need to be increased. This is new service for 2020-2021 school year and was a recommendation from Network Outsource after they completed an assessment of our Network Operations Center (NOC).

**M Nassau BOCES 2020-2021 Letter of Intent - Instructional Data Warehouse**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves BOCES Letter of Intent with Instructional Data Warehouse for the 2020-2021 school year at a cost of \$19,540.00 plus administrative fees.

**Note:** The Premium Subscription level to the IDW includes all that is offered in the Standard Subscription ELA, Math, Science, Regents, NYSITELL, NYSESLAT, NYSAA as well as updated College Board Reports, National Student Clearinghouse College Tracking Reports which are updated three times per year. It also includes one additional half-day IDW training, and one in-district half-day training for administrators/lead teachers on the Teacher Interface.

**N Nassau BOCES 2020-2021 Letter of Intent #733354 - BoTIE Services**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves BOCES 2020-2021 Letter of Intent #733354 with BoTIE Services for the 2020-2021 school year, in the amount of \$62,244.24 plus administrative fees.

**Note:** Currently our main internet service is 500 mbps. In order to increase our capacity to add more devices and provide internet bandwidth to the district and our student we need to increase our speed to 1 gpbs for 2020-2021 school year.

**O Nassau BOCES 2019-2020 Letter of Intent #734383I -Apple Inc.**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board

of Education hereby approves BOCES 2019-2020 Letter of Intent #734383 with Apple Inc. for the purchase of iPads at a fee of \$60,846.65 plus administrative fees.

**Note:** These iPads will replace aging/obsolete iPads for the K-1 PLTW program at the elementary schools.

**P     BOCES Eastern Suffolk 2020-2021 Cross Contract Co-Ser #644 - Verizon Intellipath**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves BOCES Eastern Suffolk Cross Contract Co-Ser #644 - Verizon Intellipath for Verizon Intellipath usage, for the 2020-2021 school year. Total estimated usage cost is \$15,404.52.

**Note:** The District has contracted in prior years via ESB for this service. This service reflects analog, non-voice internet telephone service for fire/burglar/fax lines in the District.

**Q     BOCES Eastern Suffolk 2020-2021 Cross Contract Co-Ser #601 - Qware**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves Eastern Suffolk BOCES Cross Contract Co-Ser #601 - Qware, in the amount of \$6,016.50 for the 2020-2021 school year.

**Note:** Qware is a maintenance software for school facilities management. This software will be used to manage use of facilities and work orders.

**R     Approval of Purchase of Technology (Chromebooks)**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following resolution:

**Whereas,** the Board of Education of the Herricks Union Free School District has Board Policy 6700 and its accompanying regulation, which permits the Board of Education to enter into contracts through cooperative purchasing; and

**Whereas,** the Herricks Union Free School District wishes to utilize a contract through NIPA for the purchase of technology (chromebooks); and

**Whereas,** NIPA let Contract #R160201 between CDW-G and NIPA for the purchase of technology products and services; and

**Whereas,** Contract #R160201 authorizes municipalities, like Herricks Union Free School District, to purchase technology products and services pursuant to the contract.

**Whereas,** said contract is in compliance with Board of Education Policy 6700 and its accompanying regulation, and New York State General Municipal Law §103(16).

**Now Therefore, Be It Resolved,** that the Board of Education authorizes the Herricks Union Free School District's participation in the NIPA Purchasing Program for the 2019-2020 school year; and,

**Now Therefore, Be It Further Resolved,** that the Board of Education of the Herricks Union Free School District authorizes the Herricks Union Free School District's use of NIPA #R160201 between CDW-Government LLC and Region-4 Education Service Center-Texas for the purchase of technology; and

**Now Therefore, Be It Further Resolved,** that the Board of Education authorizes Lisa Rutkoske, Assistant Superintendent for Business or the Purchasing Agent to issue a purchase order through NIPA in accordance with NIPA #R160201 between CDW-Government LLC and Region-4 Education Service Center-Texas.

**Note:** OMNIA Partners, a cooperative purchasing organization for public sector procurement purchased National IPA and U.S. Communities to form OMNIA Partners, Public Sector

**S      Approval of Extension of Contract for Road Service, Maintenance and Repair of district School Buses and Vans**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves an extension of the contract with Nesco Bus Maintenance Inc., 202 South Fehr Way, Bay Shore, NY 11706, at current prices with an increase of CPI%, for maintenance and repair of school district buses and vans for the 2020-2021 school year.

**T      Approval of Health Services Contracts**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves Health Services Contracts for the 2019-2020 school year.

**U      Approval of Dues for Long Island School Nutrition Directors Association for 2020-2021**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves annual dues of \$200.00 for the District's membership in the Long Island School Nutrition Directors Association for the 2020-21 school year and;

**Whereas,** the Herricks School District agrees to remit \$500.00 to the Cooperative Treasurer to participate in the bidding program.

**Be It Further Resolved,** that the Assistant Superintendent for Business, be authorized to execute the agreement on behalf of the Board of Education.

**V      Approval for Participation in Long Island School Nutrition Cooperative Bid for Food Service Commodities, Food and Food Service Supplies**

The following resolution has been prepared for the Board's consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following resolution:

**Whereas,** it is the plan of a number of public school districts in Nassau/Suffolk Counties, New York to bid jointly on selected Food Service Commodities, Food and Food Service Supplies during the 2020-21 school year.



**Whereas**, Herricks Union Free School District (“District”), is desirous of participating with other districts in Nassau/Suffolk Counties in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0 and,

**Whereas**, the District, wishes to appoint a committee to assume the responsibility for drafting of specification, advertising for bids, accepting and opening bids, reporting the results to the boards of education and making recommendations thereon; therefore,

**Be It Resolved**, that the BOARD OF EDUCATION of the District, hereby appoints Long Island School Nutrition Directors Association Cooperative Bid Committee to represent it in all matters related above, and,

**Be It Further Resolved**, that the District’s Board of Education authorized the above-mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned commodities, and,

**Be It Further Resolved**, that the District’s Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and

**Be It Further Resolved**, that the District’s Board of Education agrees (1) to abide by majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s), it will conduct all negotiations directly with the successful bidder(s), and

**Now, Be It Further Resolved**, that the Assistant Superintendent for Business, be authorized to execute the agreement on behalf of the Board of Education.

**W      Approval of Educational Data Services - Cooperative Procurement  
Management Program / Supply Bid**

The following resolution has been prepared for the Board’s consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves a licensing and maintenance agreement with Educational Data Services, Inc., 236 Midland Avenue, Saddle Brook, NJ 07663, at an annual cost of \$9,110.00 for the participation of the New York Cooperative Bid Maintenance Program, for the 2020-2021 school year, and;

**Be It Further Resolved:** that the Assistant Superintendent for Business be authorized to execute the agreement on behalf of the Board of Education.

**Note:** Educational Data Services is a shared services program for the purchase of skilled trades and services bids.

**X      Approval of Educational Data Services- Skilled Trades Time & Material Bid**

The following resolution has been prepared for the Board’s consideration:

**Resolved:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves Educational Data Services, Inc., 236 Midland Avenue, Saddle Brook, NJ 07663, at a cost of \$2,050.00, which includes \$50.00 for the purchase order diskette, for participation of the New York Skilled Trades Time & Material Bid, for the period of April 1, 2020 through March 31, 2021.

**Note:** Educational Data Services is a shared services program for the purchase of skilled trades and services bids.

IX Questions Emailed to the Board of Education from the Public

X New Business and Future Agenda Items

XI Future Business - Meetings are held at 7:30 PM unless otherwise noted

May 28, 2020	Via Teleconference	2020-2021 Budget Hearing
June 9, 2020	Absentee Ballot	Budget Vote
June 11, 2020	Location To Be Determined	Regular Meeting

**Note:** While the Board will make every attempt to adhere to the above schedule, it is possible that urgent business, of which the board is not currently aware, could force a postponement of any topic. Agenda items can be confirmed by checking the individual meeting agenda, which is posted in each of our schools and on the Herricks website, or by calling Betty Ann at 305-8901.

XII Adjournment