

FIRE ISLAND UNION FREE SCHOOL DISTRICT

Annual Organizational Meeting of the Board of Education

Tuesday, July 2, 2024

4:30 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

- ITEM 1 Administration of Oath of Office – Newly Elected Board Members
- a. Lisa Kaufman
  - b. Kathleen Skelly-Kurka
  - c. Amy Wood
- ITEM 2 Call for Nominations & Election of Officers
- a. Nomination & Election of President of the Board of Education
  - b. Nomination & Election of Vice President of the Board of Education
  - c. Administration of Oath of Office – President of the Board of Education
  - d. Administration of Oath of Office – Vice President of the Board of Education
- ITEM 3 Administration of Oath of Office
- a. Superintendent of Schools – *T. Davey*
  - b. Assistant Superintendent for Business & Operations – *J. Lizza*
- ITEM 4 Appointment of Officers
- a. District Clerk – *T. Murphy*
  - b. District Treasurer – *R. Swierkowski*
  - c. Deputy District Treasurer – *T. Murphy*
  - d. Administration of Oath:
    - District Clerk
    - District Treasurer
    - Deputy District Treasurer
- ITEM 5 Other Appointments for 2024-2025 School Year
- a. Director of Health Services – *J. Ferguson @ \$9,000.00*
  - b. School Attorney – *Guercio & Guercio, LLP @ \$38,000.00*  
*(original paperwork on file in the office of the District Clerk)*
  - c. External Auditor – *R. S. Abrams & Co. @ \$20,800.00*  
*(original paperwork on file in the office of the District Clerk)*
  - d. Claims Auditor – *Jo-Anne Filipkowski @ \$650.00*
  - e. Financial Statements – *Cullen & Danowski, LLP @ \$5,000.00*
  - f. Insurance Consultant – *NYSIR (New York Schools Insurance Reciprocal) @ \$63,835.00*
  - g. Student Accident Insurance – *Bollinger Specialty Group @ \$683.00*
  - h. Employee Dental Insurance – *First Reliance Standard @ \$2,897.67 monthly*
  - i. Asset Management Services – *CBiz @ \$1,360.00*
  - j. Actuarial Services – *USI Consulting @ \$800.00*
  - k. Storage Tank Insurance Company – *Willis of New Jersey, Inc. @ \$1,185.00*
  - l. Flood Insurance – *American Banker's Insurance Co. @ \$9,431.00*
  - m. Chief Emergency Officer – *T. Davey*
  - n. Census Enumerator – *T. Davey*
  - o. Attendance Officer – *T. Davey*

- p. Records Access Officer – *T. Murphy*
- q. Records Management Officer – *T. Murphy*
- r. Data Protection Office – *C. Forget*
- s. Asbestos (AHERA) Local Educational Agency Designee – *B. Kurka*
- t. School Pesticide Representative – *B. Kurka*
- u. Chemical Hygiene Officer – *B. Kurka*
- v. Purchasing Agent – *J. Lizza*
- w. Designated Education Official – *T. Davey*
- x. Civil Rights Compliance Officer – *P. Tamberino*
- y. Title IX Compliance Officer – *P. Tamberino*
- z. Dignity Act Coordinator – *P. Tamberino*
- aa. Section 504 Compliance Officer – *T. Davey*
- bb. Homeless Liaison Officer – *P. Tamberino*
- cc. Special Education Chairperson – *D. Levenson*
- dd. Board of Education Legislative Liaison to New York State School Boards Association – *J. Lippert*
- ee. Fire Island UFSD Committee on Special Education/Section 504 comprised of the following:
  - Chairperson – *D. Levenson*
  - Psychologist – *T. Hannel*
  - Special Education/Reading Teacher – *C. Ferry*
  - District Physician – *J. Ferguson*
  - Parent Representative – *K. Becker-Smith*
  - Student’s Classroom Teacher
- ff. Fire Island UFSD committee on Pre-School Special Education comprised of the following:
  - Chairperson – *D. Levenson*
  - Parent Representative – *K. Becker-Smith*
  - Suffolk County Representative
  - Evaluation Team Members
  - Impartial Hearing Officers

ITEM 6

Designations

- a. Official Bank Depository, all funds – *First National Bank of Long Island*
- b. Regular Meetings – *2<sup>nd</sup> Tuesday, unless otherwise noted*
- c. Official Newspapers – *Islip Bulletin, Long Island Advance*

ITEM 7

Authorizations

- a. Funding of 2024 Capital Reserve #5
- b. Funding of Reserve for Employee Benefits
- c. Funding of Worker’s Compensation Reserve
- d. Funding of Employee Benefit Accrued Liability Reserve
- e. Funding of Teacher Retirement Contribution Reserve Sub-Fund
- f. To Fund Worker’s Compensation from Worker’s Compensation Reserves-  
*Not to Exceed \$100,000.00*
- g. To Fund Unemployment from Unemployment Reserves - *Not to Exceed \$100,000.00*
- h. To certify payrolls – *T. Davey*
- i. To approve the attendance of staff to conferences, conventions, workshops –  
*T. Davey*
- j. Superintendent to apply for Grants in Aid (State & Federal as appropriate)
- k. To establish \$200.00 petty cash for school instructional program to be maintained by District Treasurer
- l. Designation of signatures on checks:
  - District Treasurer

- District Clerk
- Assistant Superintendent for Business & Operations
- School Board Member – *L. Kaufman*
- School Board Member – *J. Lippert*
- m. Budget transfers on Chief School Officer’s approval *up to \$5,000.00*
- n. Use of District Credit Card – *T. Davey, J. Lizza*
- o. District Treasurer to invest school district funds
- p. Purchasing Agent to sign all district purchase orders

ITEM 8	Official Undertakings (Bonds)	
	a. Assistant Superintendent for Business & Operations	<i>\$2,000,000.00</i>
	b. Deputy District Treasurer	<i>\$2,000,000.00</i>
	c. District Clerk	<i>\$2,000,000.00</i>
	d. District Treasurer	<i>\$2,000,000.00</i>

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| ITEM 9 | Other Items  |
|        | a. Re-adoption of all policies heretofore made including Code of Ethics and Code of Conduct  |
|        | b. Establish mileage reimbursement rate <i>@ 67. cents/mile</i>  |
|        | c. Establish Board of Education Sub-Committees   |
|        | 1. Audit: <i>L. Kaufman, L. Nowackcheck, J. Phelan, A. Wood</i>  |
|        | 2. Buildings & Grounds: <i>J. Lippert, K. Skelly-Kurka</i>   |
|        | d. Approval of Equal Opportunity Employment  |
|        | e. Approval of Bay Shore Union Free School District and Islip Union Free School District as the Receiving Districts for resident students for grades 7-12 for the 2024-2025 school year, as they are received. |
|        | f. Approval of the following school personnel to have access to confidential Special Education records:  |
|        | - Superintendent – <i>T. Davey</i>   |
|        | - Director of Curriculum – <i>P. Tamberino</i>   |
|        | - District Clerk – <i>T. Murphy</i>  |
|        | - Psychologist – <i>T. Hannel</i>  |
|        | - Speech Therapist – <i>ESBOCES Employee</i>   |
|        | - Special Education/Reading Teacher – <i>C. Ferry</i>  |
|        | - CSE/CPSE/Section 504 Director – <i>D. Levenson</i>   |

ITEM 10 Adjournment

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4:30 p.m.

**ADDENDUM TO AGENDA**

ITEM 7	q.	To Fund Employee Benefits from Employee Benefits Reserve Fund
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7/2/2024