

Annual Organizational Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
July 11, 2023

CALL TO ORDER	The meeting was called to order at 4:32 p.m. by Jay Lippert, Board Member.
MEMBERS PRESENT	Jay Lippert, Judi Phelan, Kathleen Skelly-Kurka, Amy Wood, Marisa Wyckoff
MEMBERS ABSENT	Lisa Kaufman, Linda Nowachek
OTHERS PRESENT	Travis Davey, <i>Superintendent</i> Jacqueline Lizza, <i>Assistant Superintendent for Business & Operations</i> Rachel Roth, <i>School Attorney</i> Robert Swierkowski, <i>District Treasurer</i> Traci Murphy, <i>District Clerk</i>
OATHS OF OFFICE – BOARD MEMBERS – JUDI PHELAN, MARISA WYCKOFF	Rachel Roth administered the Oath of Office for the position of Board Member to Judi Phelan and Marisa Wyckoff for the term July 1, 2023 to June 30, 2026.
NOMINATION & ELECTION OF PRESIDENT – JAY LIPPERT	Nomination by K. Skelly-Kurka, to elect Jay Lippert as President of the Board of Education for the term July 1, 2023, to June 30, 2024. There were no other nominations. Aye – 5 No – 0
NOMINATION & ELECTION OF VICE PRESIDENT – AMY WOOD	Nomination by J. Phelan, to elect Amy Wood as Vice President of the Board of Education for the term July 1, 2023, to June 30, 2024. There were no other nominations. Aye – 5 No – 0
OATHS OF OFFICE – PRESIDENT BOARD OF EDUCATION	Rachel Roth administered the Oath of Office to Jay Lippert for the position of President of the Board of Education for the term July 1, 2023 to June 30, 2024.
VICE PRESIDENT BOARD OF EDUCATION	Rachel Roth administered the Oath of Office to Amy Wood for the position of Vice President of the Board of Education for the term July 1, 2023, to June 30, 2024.
OATH OF OFFICE – SUPERINTENDENT OF SCHOOLS	Rachel Roth administered the Oath of Office to Travis Davey, Superintendent of Schools, for July 1, 2023 through June 30, 2024.
OATH OF OFFICE – ASSISTANT SUPERINTENDENT OF BUSINESS & OPERATIONS	Rachel Roth administered the Oath of Office to Jacqueline Lizza, Assistant Superintendent of Business & Operations, for July 1, 2023 through June 30, 2024.

APPOINTMENT OF OFFICERS	The Board hereby approves the following appointments for school year 2023-2024:
DISTRICT CLERK	Traci Murphy – District Clerk (A. Wood, J. Phelan; 5-0)
DISTRICT TREASURER	Robert Swierkowski – District Treasurer (K. Skelly-Kurka, M. Wyckoff; 5-0)
DEPUTY DISTRICT TREASURER	Traci Murphy – Deputy District Treasurer (K. Skelly-Kurka, M. Wyckoff; 5-0)
OATH OF OFFICE – DISTRICT CLERK	Rachel Roth administered the Oath of Office to Traci Murphy, District Clerk, for the term July 1, 2023 to June 30, 2024.
DISTRICT TREASURER	Rachel Roth administered the Oath of Office to Robert Swierkowski, District Treasurer, for the term July 1, 2023, to June 30, 2024.
DEPUTY DISTRICT TREASURER	Rachel Roth administered the Oath of Office to Traci Murphy, Deputy District Treasurer, for the term July 1, 2023 to June 30, 2024.
OTHER APPOINTMENTS (Items 5a-dd)	The Board hereby approves the following appointments as set forth in the meeting agenda - Items 5a-dd - for school year 2023-2024: a. Director of Health Services – J. Ferguson @ \$9,000.00 b. School Attorney – Guercio & Guercio, LLP @ \$36,500.00 <i>(original paperwork on file in the office of the District Clerk)</i> c. External Auditor – R. S. Abrams & Co. @ \$20,400.00 d. Insurance Consultant – New York Schools Insurance Reciprocal (NYSIR) @ \$60,224.00 e. Financial Statements – Cullen & Danowski, LLP @ \$5,000.00 f. Student Accident Insurance – Bollinger Specialty Group @ \$683.00 g. Employee Dental Insurance – First Reliance Standard @ \$2,897.67/monthly. h. Asset Management Services – Cbiz @ \$1,360.00 i. Actuarial Services – USI Consulting @ \$5,000.00 j. Storage Tank Insurance Company – Willis of New Jersey @ \$1,185.00 k. Chief Emergency Officer – T. Davey l. Census Enumerator – T. Davey m. Attendance Officer – T. Davey n. Records Access Officer – T. Murphy o. Records Management Officer – T. Murphy p. Data Protection Officer – C. Forget q. Asbestos (AHERA) Local Educational Agency Designee – B. Kurka r. School Pesticide Representative – B. Kurka s. Chemical Hygiene Officer – B. Kurka t. Purchasing Agent – J. Lizza

OTHER APPOINTMENTS
(continued)

- u. Designated Education Official – T. Davey
- v. Civil Rights/Title IX Compliance Officer – P. Tamberino
- w. Title IX Compliance Officer – P. Tamberino
- x. Dignity Act Coordinator – P. Tamberino
- y. Section 504 Compliance Officer – T. Davey
- z. Homeless Liaison Officer – P. Tamberino
- aa. Special Education Chairperson – D. Levenson
- bb. Board of Education Legislative Liaison to New York State School Boards Association – J. Lippert
- cc. Fire Island UFSD Committee on Special Education 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
- dd. 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 – *The Board of Education hereby accepts and approves the list of impartial hearing officers established as of July 1, 2023 by the NYS Education Department, and hereby authorizes the District Clerk to designate the selection of hearing officer, should the need arise during the 2023-2024 school year.*

(A.Wood, J. Phelan; 5-0)

DESIGNATIONS
2023-2024
(Items 6a-c)

The Board hereby approves the following designations for school year 2023-2024:

- a. Official Bank Depository, All Funds – First National Bank of Long Island
- b. Regular Meetings – second Tuesday of every month unless otherwise noted
- c. Official Newspapers – Islip Bulletin and Long Island Advance

(K. Skelly-Kurka, J. Phelan; 5-0)

AUTHORIZATIONS
2023-2024
(Items 7a-p)

The Board hereby approves the following authorizations as set forth in the meeting agenda – Items 7a-p – for school year 2023-2024:

- a. Funding of 2014 Capital Reserve # 3
- b. Funding of 2021 Capital Reserve #4
- 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 the Worker's Compensation Reserves, the amount not to exceed \$100,000.00

AUTHORIZATIONS

(continued)

- g. To Fund Unemployment from the Unemployment Reserves, the amount 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 Signature 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

(A.Wood, J. Phelan; 5-0)

OFFICIAL UNDERTAKINGS
(BONDS)
(Items 8a-d)

The Board hereby approves the following items as set forth in the meeting agenda - Items 8a-d, for school year 2023 -2024:

(J. Phelan, M. Wyckoff;5-0)

	<u>In the amount of</u>
a. District Treasurer	\$2,000,000.00
b. Deputy District Treasurer	2,000,000.00
c. District Clerk	2,000,000.00
d. Assistant Superintendent for Business & Operations	2,000,000.00

OTHER ITEMS
(Items 9a-f)

The Board hereby approves the following items as set forth in the meeting agenda - Items 9a-f, for school year 2023-2024:

- a. Re-adoption of all policies heretofore made including Code of Ethics and Code of Conduct
- b. Establish Mileage Reimbursement Rate @65.5 cents/mile per current IRS recommended rate
- c. Establish Board of Education Sub-Committees:
 - 1. Audit: L. Kaufman, L. Nowack, J. Phelan, A. Wood
 - 2. Building & Grounds: J. Lippert, K. Skelly-Kurka
- d. Equal Opportunity Employment
- e. Bay Shore Union Free School District and Islip Union Free School District as receiving Districts for Resident Students for Grades 7 – 12 for the 2023-2024 school year.
- f. The following school personnel have access to confidential Special Education records:
 - Superintendent: T. Davey
 - Director of Curriculum: P. Tamberino
 - District Clerk: T. Murphy
 - Psychologist: T. Hannel
 - Speech Pathologist: M. Ringen
 - Special Education/Reading Teacher: C. Ferry
 - CPSE/CSE Chairman – D. Levenson

(A. Wood, M. Wyckoff; 5-0)

ADJOURNMENT

The Reorganizational Meeting was adjourned at 4:44 p.m. and convened to the Regular Meeting of July 11, 2023.

(A. Wood, J. Phelan; 5-0)

Traci Murphy
District Clerk