

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

The meeting immediately followed the Annual Organizational Meeting at 4:44 p.m.

MEMBERS PRESENT Jay Lippert, Judi Phelan, Kathleen Skelly-Kurka, Amy Wood,
Marisa Wyckoff

MEMBERS ABSENT Lisa Kaufman, Linda Nowachek

OTHERS PRESENT Travis Davey, *Superintendent*
Jacqueline Lizza, *Assistant Superintendent for Business &
Operations*
Rachel Roth, *School Attorney*
Robert Swierkowski, *District Treasurer*
Traci Murphy, *District Clerk*

EXECUTIVE SESSION The Board entered into Executive Session at 4:45 p.m. to
discuss the employment of particular persons.

The regular meeting resumed at 5:06 p.m.

APPROVAL OF Minutes of the following meetings were accepted as read:
MINUTES

- Special Meeting of June 13, 2023
- Work Session/Special Meeting of June 27, 2023

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

TREASURER'S REPORT Treasurer's Report for the month ended June 2023 was
accepted as hereby attached.
(K. Skelly-Kurka, J. Phelan; 5-0)

TRIAL BALANCE REPORTS The Board accepts the Trial Balance Report for the month
ending June 2023 as hereby attached.
(K. Skelly-Kurka, J. Phelan; 5-0)

APPROPRIATION & The Board accepts the Appropriation and Revenue Status
REVENUE STATUS REPORTS Reports for June 2023 as hereby attached.
(K. Skelly-Kurka, J. Phelan; 5-0)

CASH DISBURSEMENT The Board accepts the General, Payroll, and Capital Fund
REPORTS Cash Disbursement reports for June 2023 as hereby attached.
(A. Wood, K. Skelly-Kurka; 7-0)

VOIDED CHECK REPORT The Board accepts the Voided Check Report for June 2023.
(K. Skelly-Kurka, J. Phelan; 5-0)

CASH BALANCE REPORT The Board accepts the General & Capital Cash Balance
Report for June 2023 as hereby attached.
(K. Skelly-Kurka, J. Phelan; 5-0)

BUDGET TRANSFER The Board approves the Budget Transfer for June 2023 as
hereby attached.
(J. Phelan, A. Wood; 5-0)

Regular Meeting Minutes of the July 11, 2023, continued...

CASH TRANSFER

The Board approves the cash transfer for warrants and payroll for July 2023 as hereby attached.
(M. Wyckoff, J. Phelan; 5-0)

WARRANTS

The Board hereby approves the General Fund Warrant in the amount of \$206,556.52 as presented.

The Board hereby approves the Capitol Fund Warrant in the amount of \$21,676.48.00 as presented.
(K. Skelly-Kurka, A. Wood; 5-0)

SUPERINTENDENT'S REPORT

Mr. Davey reported on the following:

- As of this date final items for the HVAC project were completed. KG Mechanical submitted the paperwork to Savin Engineers and after review we will receive a final bill to pay. Savin will submit paperwork regarding final cost reporting and a project close out date to the State Education Department.
- New York State Comptroller's Audit – The auditors completed their time in the building and had an overall positive report of their findings as verbally reported to Travis Davey, Superintendent, Jay Lippert, President of the Board of Education, and Jackie Lizza, Assistant Superintendent for Business & Operations. Depending on the workload at the Comptroller's Office, there should be a final written report by November.
- Court Striping Update - The contractors have scheduled work to take place in the upcoming week depending on the weather. Groups have been notified and signs have been made to hang on the court entrances.
- Architect visit – Confirming date of July 24 for Campbell-Cassetta Architects to visit to assess the building's condition and give a thorough 5-year plan. An invitation will be extended for them to report in person at a future BOE meeting.
- New Hires – The leave replacement teachers will start with an orientation visit prior to Superintendent Conference Days.
- Superintendent's Conference Days – August 30 & 31, 2023, with a possible new teacher meet and greet for families tied to one of those dates.
- Surplus Computer Auction – Notice will be mailed out the week of July 16, bids must be received by August 10 at 2:00 pm, and the bids will be opened on August 14, beginning at 9:00 a.m.

MEMORANDUM OF AGREEMENT

On the recommendation of the Superintendent, the Board hereby approves the Memorandum of Agreement with T. Murphy, District Clerk, as presented.
(J. Phelan, A. Wood; 5-0)

EMPLOYEE APPOINTMENTS	On the recommendation of the Superintendent, the Board approves the following appointments for the 2023-24 school year, beginning August 30, 2023 through June 28, 2024: • D. Flaumenhaft @ \$75, 019.40, Step 1, MA+15 • D. Hoch @ \$69,342.09, Step A, MA (K. Skelly-Kurka, J. Phelan; 5-0) The Board approves the following New Teacher Mentors: • B. Daidone • K. McNulty (M. Wyckoff, J. Phelan; 5-0)
2022-23 NON-RESIDENT INSTRUCTION CONTRACT	On the recommendation of the Superintendent, the Board accepts and approves the 2023-2024 Non-Resident Instruction Contracts for one pre-kindergarten student @ \$3001.05. (A. Wood, J. Phelan; 5-0)
2023-24 REVISED EMPLOYEE BENEFIT STATEMENTS	On the recommendation of the Superintendent, the Board hereby approves the Revised Employee Benefit Statements for Permanent Substitute Teacher and Teacher Assistant to reflect a work day of 7 daily hours. (K. Skelly-Kurka, J. Phelan; 5-0)
2023-24 LITERARY CONSULTING SERVICES – LIVING LITERACY NETWORK	On the recommendation of the Superintendent, the Board accepts and approves the 2023-2024 Proposal from Living Literacy Network for Literacy Consulting Services at \$16,000.00/year. (A. Wood, J. Phelan; 5-0)
2023-24 YEARBOOK AGREEMENT – SCHOOL ANNUAL BY JOSTENS	On the recommendation of the Superintendent, the Board hereby approve the Yearbook Agreement with School Annual by Jostens at \$2,756.26. (M. Wyckoff, J. Phelan; 5-0)
2023-24 INSTRUCTION CONTRACTS - ISLIP UFSD & BAY SHORE UFSD	On the recommendation of the Superintendent, the Board hereby approves instructional contracts with Islip UFSD and Bay Shore UFSD for students in grades 7-12 for school year 2032-2024, and authorizes the President to enter into said agreements on behalf of the Board. (A. Wood, J. Phelan; 5-0)
DISPOSITION OF BALLOTS – May 17, 2022 BUDGET VOTE & ELECTION	The Board hereby approves the disposition of ballots for the May 17th, 2022 Budget Vote and Election in accordance with 363b of Schedule LGS-1. (K. Skelly-Kurka, J. Phelan; 5-0)

**RESOLUTION – STANDARD
WORK DAYS FOR
APPOINTED OFFICIALS**

BE IT RESOLVED, that the Board of Education of the Fire Island Union Free School District hereby establishes the following as standard work days for the following appointed official and will report the following days to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by the official to the clerk of this body:

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

Title	Name	SS # (last 4 digits)	Registration #	Standard Work Day	Term	Participates in Employer's Time Keeping System	Days/Month (based on Record of Activities)
District Clerk	Traci Murphy	xxxx	xxxxxxx	7 hrs	7/1/22- 6/30/23	Y	20
District Treasurer	Robert Swierkowski	xxxx	xxxxxxx	7 hrs	7/1/22- 6/30/23	Y	20

**2023-24 BOARD
AFFILIATIONS &
MEMBERSHIPS**

The Board hereby approves its affiliations and memberships for 2023-2024 in the following organizations:

- National School Boards Association (NSBA)
- SCOPE
- NYS School Boards Association (NYSSBA)
- Nassau-Suffolk School Boards Association
- Islip Town School Boards Association

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

**2023-2024
SUPERINTENDENT'S
AFFILIATIONS &
MEMBERSHIPS**

The Board hereby approves the following affiliations and memberships for the Superintendent for 2023-2024:

- American Association of School Administrators (AASA)
- NYS Council of School Superintendents (NYCOSS)
- Suffolk County School Superintendents Association (SCSSA)
- Islip Town Chief School Administrators
- East End Cluster

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

**2023-2024 ASSISTANT
SUPERINTENDENT'S
AFFILIATIONS &
MEMBERSHIPS**

The Board hereby approves the following affiliation and membership for the Assistant Superintendent for Business & Operations for the school year 2023-2024:

- Association of School Business Officials (ASBO)

(M. Wyckoff, K. Skelly-Kurka; 5-0)

ADJOURNMENT

The meeting was adjourned at 5:30 p.m.

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

Traci Murphy
District Clerk