

Annual Organizational Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
July 13, 2021

CALL TO ORDER	The meeting was called to order at 4:30 p.m. by D. Clock, District Clerk.
MEMBERS PRESENT	Lisa Kaufman, Jay Lippert, Linda Nowachek, Judi Phelan.
MEMBERS ABSENT	K. Skelly-Kurka, A. Wood.
OTHERS PRESENT	Loretta Ferraro, Superintendent Jacqueline Lizza, School Business Official Kevin Wurtz, Admin. Assistant for Business & Operations Douglas Spencer School, Attorney Rachel Roth, School Attorney Philip Tamberino, Principal Donna Clock, District Clerk Traci Murphy, Administrative Assistant
OATHS OF OFFICE – BOARD MEMBERS – LISA KAUFMAN	D. Spencer administered the Oath of Office for the position of Board Member to Lisa Kaufman for the term July 1, 2021 to June 30, 2024
KATHLEEN SKELLY-KURKA AMY WOOD	Due to their absence, K. Skelly-Kurka and A. Wood will take their oaths of office for the term July 1, 2021 to June 30, 2024 in the office of the District Clerk within 30 days.
NOMINATION & ELECTION OF PRESIDENT – JAY LIPPERT	Nomination by L. Nowachek, to elect Jay Lippert as President of the Board of Education for the term July 1, 2021, to June 30, 2022. There were no other nominations. Aye – 4 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, 2021, to June 30, 2022. There were no other nominations. Aye – 4 No – 0
OATHS OF OFFICE – PRESIDENT BOARD OF EDUCATION	D. Spencer administered the Oath of Office to Jay Lippert for the position of President of the Board of Education for the term July 1, 2021 to June 30, 2022.
VICE PRESIDENT BOARD OF EDUCATION	Amy Wood will take the Oath of Office for the position of Vice President of the Board of Education for the term July 1, 2021, to June 30, 2022 in the office of the District Clerk within 30 days.
OATH OF OFFICE – PART TIME SUPERINTENDENT OF SCHOOLS	D. Spencer administered the Oath of Office to Loretta Ferraro, Part Time Superintendent of Schools, for July 1, 2021 to June 30, 2022.

Annual Organizational Meeting Minutes of July 13, 2021, continued...

APPOINTMENT OF OFFICERS	The Board hereby approves the following appointments for school year 2021-2022:
DISTRICT CLERK	Donna Clock – District Clerk (L. Nowachek, J. Phelan; 4-0)
DISTRICT TREASURER	Jacqueline Lizza – District Treasurer (L. Nowachek, J. Phelan; 4-0)
DEPUTY DISTRICT TREASURER	Kevin Wurtz – Deputy District Treasurer (L. Nowachek, J. Phelan; 4-0)
OATH OF OFFICE – DISTRICT CLERK	D. Spencer administered the Oath of Office to Donna Clock, District Clerk, for the term July 1, 2021 to June 30, 2022.
DISTRICT TREASURER	D. Spencer administered the Oath of Office to Jacqueline Lizza, District Treasurer, for the term July 1, 2021, to June 30, 2022
DEPUTY DISTRICT TREASURER	The Oath of Office for Kevin Wurtz, Deputy District Treasurer, for the term July 1, 2021 to June 30, 2022, will be administered in the office of the District Clerk within 30 days.
OTHER APPOINTMENTS (Items 5a-u)	The Board hereby approves the following appointments as set forth in the meeting agenda - Items 5a-z - for school year 2021-2022: (J. Phelan, L. Kaufman; 4-0) - Director of Health Services – Janet LaViolette - School Attorney – Guercio & Guercio, LLP - External Auditor – R. S. Abrams & Co. - Insurance Consultant – New York Schools Insurance Reciprocal (NYSIR) - Chief Emergency Officer – Loretta Ferraro - Census Enumerator – Loretta Ferraro - Attendance Officer – Philip Tamberino - Records Access Officer – Donna Clock - Records Management Officer – Donna Clock - Data Protection Officer – Christopher Forget - Asbestos (AHERA) (LEA) Designee – Bruce Kurka - Chemical Hygiene Officer – Bruce Kurka - Purchasing Agent – Jacqueline Lizza - Designated Education Official – Loretta Ferraro - Civil Rights/Title IX Compliance Officer – Philip Tamberino - Dignity Act Coordinator – Philip Tamberino - Section 504 Compliance Officer – Loretta Ferraro - Homeless Liaison Officer – Philip Tamberino - Special Education Chairperson – David Levenson - Board of Education Legislative Liaison to New York State School Boards Association – Jay Lippert

Annual Organizational Meeting Minutes of July 13, 2021, continued...

OTHER APPOINTMENTS
(Continued)

- Fire Island UFSD Committee on Special Education comprised of the following:
 - Chairperson – David Levenson
 - Psychologist – Tina Hannel
 - Special Education/Reading Teacher – Colleen Ferry
 - District Physician – Janet LaViolette
 - Parent Representative – Rhona LaRosa
 - Student’s Classroom Teacher
- Fire Island UFSD Committee on Pre-School Special Education comprised of the following:
 - Chairperson – David Levenson
 - Parent Representative – Rhona LaRosa
 - 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, 2021 by the NYS Education Department, and hereby authorizes the District Clerk to designate the selection of hearing officer, should the need arise during the 2021-2022 school year.*

DESIGNATIONS (Items 6a-c)
2021-2022

- The Board hereby approves the following designations as set forth in the meeting agenda - Items 6a-c, for school year 2021-2022: (J. Phelan, L. Nowachek; 4-0)
- Official Bank Depository, All Funds – HSBC
 - Regular Meetings – second Tuesday of every month unless otherwise noted.
 - Official Newspapers – Islip Bulletin and Long Island Advance.

AUTHORIZATIONS
2021-2022
(Items 7a-k)

The Board hereby approves the following authorizations as set forth in the meeting agenda - Items 7a-k, for school year 2021-2022: (L. Kaufman, L. Nowachek; 4-0)

- To Certify Payrolls – Loretta Ferraro
- To approve the attendance of staff to conferences, conventions, workshops – Philip Tamberino
- Superintendent to apply for Grants in Aid.
- To establish \$100.00 petty cash for school instructional program to be maintained by District Treasurer.
- To establish \$100.00 petty cash for miscellaneous District expense to be maintained by District Clerk
- Designation of Signatures on Checks –
 - District Treasurer – Jacqueline Lizza
 - District Clerk – Donna Clock

In the absence of the District Clerk, the following Board Members are designated to sign checks :
Lisa Kaufman and Jay Lippert.

Annual Organizational Meeting Minutes of July 13, 2021 continued ...

AUTHORIZATIONS
(continued)

- Budget Transfers up to \$5,000.00 on Chief School Officer's approval.
- Use of District Credit Card – Loretta Ferraro and Jacqueline Lizza
- District Treasurer to invest school district funds.
- Purchasing Agent to sign all district purchase orders.

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

The Board hereby approves the following items as set forth in the meeting agenda - Items 8a-c, for school year 2020 - 2021: (J. Phelan, L. Nowachek; 4-0)

	<u>In the amount of</u>
District Treasurer	\$2,000,000.00
Deputy Treasurer	2,000,000.00
District Clerk	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 2020-2021: (L. Kaufman, J. Phelan; 4-0)

- Re-adopt all Policies heretofore made including Code of Ethics and Code of Conduct.
- Establish Mileage Reimbursement Rate at 56 cents per mile as per current IRS recommended rate.
- Establish Board of Education Sub-Committees –
Audit: V. L. Kaufman, L. Nowachek, J. Phelan, A. Wood.
Buildings & Grounds: J. Lippert, K. Skelly-Kurka,
- Equal Opportunity Employment
- 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 2021-2022 School Year.
- The following school personnel to have access to confidential Special Education records:
Loretta Ferraro – Superintendent
Philip Tamberino – School Principal
Donna Clock – District Clerk
Tina Hannel – School Psychologist
Martha Ringen – Speech Therapist
Colleen Ferry - Special Education/Reading Teacher
David Levenson - CSE/CPSE Director
Traci Murphy – Administrative Assistant

The Regular Meeting immediately followed at 4:57 p.m.