

Annual Organizational Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
July 10, 2018

CALL TO ORDER	Meeting was held in the lunch room of the Woodhull School and was called to order at 4:30 p.m. by D. Clock, District Clerk.
MEMBERS PRESENT	Vernon Henriksen, , Jay Lippert, Linda Nowachek, Kathleen Skelly-Kurka, Amy Wood.
MEMBERS ABSENT	Lisa Kaufman, Judi Phelan
OTHERS PRESENT	L. Ferraro, Superintendent K. Wurtz, School Business Official G. Steffanetta, School Attorney D. Clock, District Clerk
OATHS OF OFFICE – BOARD MEMBERS – KATHLEEN SKELLY-KURKA	G. Steffanetta, School Attorney, administered the Oath of Office for the position of Board Member to Kathleen Skelly-Kurka for the term July 1, 2018 to June 30, 2021.
AMY WOOD	G. Steffanetta, School Attorney, administered the Oath of Office for the position of Board Member to Amy Wood for the term July 1, 2018 to June 30, 2021.
LISA KAUFMAN	Due to the absence of Lisa Kaufman, the Oath of Office for position of Board Member for the term July 1, 2018-June 30, 2021 will be administered by the District Clerk within 30 days.
NOMINATION & ELECTION OF PRESIDENT – JAY LIPPERT	Nomination by V. Henriksen, seconded by A. Wood, to elect Jay Lippert as President of the Board of Education for the term July 1, 2018, to June 30, 2019. There were no other nominations. Aye – 5 No – 0
NOMINATION & ELECTION OF VICE PRESIDENT – V. HENRIKSEN	Nomination by L. Nowachek, seconded by A. Wood, to elect Vernon Henriksen as Vice President of the Board of Education for the term July 1, 2018, to June 30, 2019. There were no other nominations. Aye – 5 No – 0
OATHS OF OFFICE – PRESIDENT BOARD OF EDUCATION	G. Steffanetta administered the Oath of Office to Jay Lippert for the position of President of the Board of Education for the term July 1, 2018 to June 30, 2019.
VICE PRESIDENT BOARD OF EDUCATION	G. Steffanetta administered the Oath of Office to Vernon Henriksen for the position of Vice President of the Board of Education for the term July 1, 2018, to June 30, 2019.

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OATH OF OFFICE –
SUPERINTENDENT OF
SCHOOLS

G. Steffanetta administered the Oath of Office to Loretta Ferraro, Superintendent of Schools, for July 1, 2018 to June 30, 2019.

APPOINTMENT OF
OFFICERS

The Board hereby approves the following appointments for school year 2018-2019:

DISTRICT CLERK

Donna Clock – District Clerk

DISTRICT TREASURER

Kevin Wurtz – District Treasurer

DEPUTY DISTRICT
TREASURER

T. Murphy – Deputy District Treasurer

(A. Wood, L. Nowachek; 5-0)

OATH OF OFFICE –
DISTRICT CLERK &
DISTRICT TREASURER

G. Steffanetta administered the Oath of Office to Donna Clock, District Clerk, and Kevin Wurtz, District Treasurer, for the term July 1, 2018, to June 30, 2019.

DEPUTY DISTRICT
TREASURER

T. Murphy was not present and will be given the Oath of Office as Deputy District Treasurer in the office of the District Clerk.

OTHER APPOINTMENTS
(Items 5a-v)

The Board hereby approves the following appointments as set forth in the meeting agenda - Items 5a-v, for school year 2017-2018:

(A. Wood, L. Nowachek; 5-0)

- Director of Health Services – Janet LaViolette
- School Attorney – Guercio & Guercio, LLP
- Census Enumerator – Loretta Ferraro
- Attendance Officer – Loretta Ferraro
- External Auditor – R. S. Abrams & Co.
- Insurance Consultant – New York Schools Insurance Reciprocal (NYSIR)
- Records Access Officer – Donna Clock
- Records Management Officer – Donna Clock
- Asbestos (LEA) Designee – Michael DiDio
- Purchasing Agent – Kevin Wurtz
- Designated Education Official – Loretta Ferraro
- Civil Rights/Title IX Compliance Officer – Loretta Ferraro
- Dignity Act Coordinator – Philip Tamberino
- Section 504 Compliance Officer – Loretta Ferraro
- Homeless Liaison Officer – Loretta Ferraro
- Special Education Chairperson – David Levenson
- Board of Education Legislative Liaison to New York State School Boards Association – Jay Lippert
- 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

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OTHER APPOINTMENTS
(Continued)

Parent Representative – Melissa Adams
Student’s Classroom Teacher

Fire Island UFSD Committee on Pre-School Special
Education comprised of the following:

Chairperson – David Levenson
Parent Representative – Melissa Adams
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, 2018 by the NYS Education Department, and hereby authorizes the District Clerk to designate the selection of hearing officer, should the need arise during the 2018-2019 school year.*

DESIGNATIONS (Items 6a-c)
2018-2019

The Board hereby approves the following designations as set forth in the meeting agenda - Items 6a-c, for school year 2018-2019:

(A. Wood, L. Nowachek; 5-0)

- 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
2018-2019
(Items 7a-j)

The Board hereby approves the following authorizations as set forth in the meeting agenda - Items 7a-j, for school year 2018-2019:

(L. Nowachek, A. Wood; 5-0)

- To Certify Payrolls – Loretta Ferraro
- To approve the attendance of staff to conferences, conventions, workshops – Loretta Ferraro
- 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 – Kevin Wurtz
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.

- Budget Transfers up to \$5,000.00 on Chief School Officer’s approval.
- Use of District Credit Card – Loretta Ferraro and Kevin Wurtz

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AUTHORIZATIONS 2018-2019
(Continued)

- Superintendent to apply for Grants in Aid.
- 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 2018-2019:

(A. Wood, L. Nowachek; 5-0)

	<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 2018-2019: (L. Nowachek, A. Wood; 5-0)

- Re-adopt all Policies heretofore made including Code of Ethics and Code of Conduct.
- Establish Mileage Reimbursement Rate at 54.5 cents per mile as per current IRS recommended rate.
- Establish Board of Education Sub-Committees –
Audit: V. Henriksen, L. Kaufman, L. Nowachek, J. Phelan, A. Wood.
Buildings & Grounds: V. Henriksen, L. Kaufman,
- 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 2018-2019 School Year.
- The following school personnel to have access to confidential Special Education records:
Loretta Ferraro –Superintendent
Donna Clock – District Clerk
Tina Hannel – School Psychologist
Martha Ringen – Speech Therapist
Colleen Ferry - Special Education/Reading Teacher
David Levenson - CSE/CPSE Director

The Regular Meeting immediately followed at 4:48 p.m.