Annual Organizational Meeting
BOARD OF EDUCATION
FIRE ISLAND UNION FREE SCHOOL DISTRICT
July 8, 2025

CALL TO ORDER	The meeting was called to order at 4:30 p.m. by Traci Murphy, District Clerk.
MEMBERS PRESENT	Byron Chenault, Linda Nowachek, Judi Phelan, Kathleen Skelly-Kurka, Amy Wood, Marisa Wyckoff
MEMBERS ABSENT	Lisa Kaufman
OTHERS PRESENT	Travis Davey, *Superintendent* Barbara Emigholz, *School Attorney* Jacqueline Lizza, *Assistant Superintendent for Business & Operations* Traci Murphy, *District Clerk* Robert Swierkowski, *District Treasurer*
OATHS OF OFFICE – BOARD MEMBERS: BYRON CHENAULT, LINDA NOWACHEK	Barbara Emigholz administered the Oath of Office for the position of Board Member to Byron Chenault and Linda Nowachek for the term July 1, 2025 to June 30, 2028.
NOMINATION & ELECTION OF PRESIDENT – AMY WOOD	Nomination by K. Skelly-Kurka to elect Amy Wood as President of the Board of Education for the term July 1, 2025, to June 30, 2026. There were no other nominations. Aye – 6 No – 0
NOMINATION & ELECTION OF VICE PRESIDENT – JUDI PHELAN	Nomination by L. Nowachek to elect Judi Phelan as Vice President of the Board of Education for the term July 1, 2025, to June 30, 2026. There were no other nominations. Aye – 6 No – 0
OATHS OF OFFICE – PRESIDENT BOARD OF EDUCATION	Barbara Emigholz administered the Oath of Office to Amy Wood for the position of President of the Board of Education for the term July 1, 2025, to June 30, 2026.
VICE PRESIDENT BOARD OF EDUCATION	Barbara Emigholz administered the Oath of Office to Judi Phelan for the position of Vice President of the Board of Education for the term July 1, 2025, to June 30, 2026.
OATH OF OFFICE – SUPERINTENDENT OF SCHOOLS	Barbara Emigholz administered the Oath of Office to Travis Davey, Superintendent of Schools, for July 1, 2025, through June 30, 2026.
OATH OF OFFICE – ASSISTANT SUPERINTENDENT OF BUSINESS & OPERATIONS	Barbara Emigholz administered the Oath of Office to Jacqueline Lizza, Assistant Superintendent of Business & Operations, for July 1, 2025, through June 30, 2026.

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APPOINTMENT OF OFFICERS	The Board hereby approves the following appointments for school year 2025-2026:
DISTRICT CLERK	Traci Murphy – District Clerk (K. Skelly-Kurka, A. Wood; 6-0)
DEPUTY DISTRICT CLERK	Nancy Henriksen – Deputy District Clerk (K. Skelly-Kurka, A. Wood; 6-0)
DISTRICT TREASURER	Robert Swierkowski – District Treasurer (K. Skelly-Kurka, A. Wood; 6-0)
DEPUTY DISTRICT TREASURER	Traci Murphy – Deputy District Treasurer (K. Skelly-Kurka, A. Wood; 6-0)
OATH OF OFFICE – DISTRICT CLERK	Barbara Emigholz administered the Oath of Office to Traci Murphy, District Clerk, for the term July 1, 2025, to June 30, 2026.
DISTRICT TREASURER	Barbara Emigholz administered the Oath of Office to Robert Swierkowski, District Treasurer, for the term July 1, 2025, to June 30, 2026.
DEPUTY DISTRICT TREASURER	Barbara Emigholz administered the Oath of Office to Traci Murphy, Deputy District Treasurer, for the term July 1, 2025, to June 30, 2026.
OTHER APPOINTMENTS (Items 5a-gg)	The Board hereby approves the following appointments as set forth in the meeting agenda - Items 5a-ff- for school year 2024-2025: a. Director of Health Services – *J. Ferguson* b. School Attorney – *Guercio & Guercio, LLP* *(original paperwork on file in the office of the District Clerk)* c. External Auditor – *R. S. Abrams & Co*. *(original paperwork on file in the office of the District Clerk)* d. Claims Auditor – *Emkay Consulting, LLC* e. Financial Statements – *Cullen & Danowski, LLP* f. Insurance Consultant – *New York Schools Insurance Reciprocal (NYSIR)* g. Student Accident Insurance – *Bollinger Specialty Group* h. Employee Dental Insurance – *First Reliance Standard* i. Asset Management Services – *CBiz* j. Actuarial Services – *USI Consulting* k. Storage Tank Insurance Company – *Willis of New Jersey, Inc.* l. Flood Insurance – *American Banker's Insurance Co.* 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 Officer – *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*

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OTHER APPOINTMENTS (continued)

x. Civil Rights Compliance Officer – *T. Davey*
y. Title IX Compliance Officer – *T. Davey*
z. Workplace Violence Prevention Coordinator – *T. Davey*
aa. Dignity Act Coordinator – *T. Davey*
bb. Section 504 Compliance Officer – *T. Davey*
cc. Homeless Liaison Officer – *J. Lizza*
dd. Special Education Chairperson – *D. Levenson*
ee. Board of Education Legislative Liaison to New York State School Boards Association – *A. Wood*
ff. Fire Island UFSD Committee on Special Education/Section 504 comprised of the following:
- Chairperson – *D. Levenson*
- Psychologist – *TBD*
- Special Education/Reading Teacher – *C. Ferry*
- District Physician – *J. Ferguson*
- Parent Representative – *Y. Bessler*
- Student's Classroom Teacher

gg. Fire Island UFSD Committee on Pre-School Special Education comprised of the following:
- Chairperson – *D. Levenson*
- Parent Representative – *Y. Bessler*
- 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, 2025 by the NYS Education Department, and hereby authorizes the District Clerk to designate the selection of hearing officer, should the need arise during the 2025-2026 school year.*

(M. Wyckoff, K. Skelly-Kurka; 6-0)

DESIGNATIONS 2025-2026 (Items 6a-c)

The Board hereby approves the following designations for school year 2025-2026:

a. Official Bank Depository, All Funds – *ConnectOne Bank*
b. Regular Meetings – 2nd Tuesday of every month unless otherwise noted
c. Official Newspapers – Islip Bulletin and Long Island Advance

(L. Nowachek, K. Skelly-Kurka; 6-0)

AUTHORIZATIONS 2025-2026 (Items 7a-q)

The Board hereby approves the following authorizations as set forth in the meeting agenda – Items 7a-p – for school year 2024-2025:

a. Funding of 2025 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 the Worker's Compensation Reserves - *amount not to exceed $100,000.00*
g. To Fund Unemployment from the Unemployment Reserves - *amount not to exceed $100,000.00*
h. To Fund Employee Benefits from Employee Benefits Reserve Fund

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i. To certify payrolls – *T. Davey*

AUTHORIZATIONS (continued)

j. To approve the attendance of staff to conferences, conventions, workshops – *T. Davey*
k. Superintendent to apply for Grants in Aid (State & Federal as appropriate)
l. To establish $200.00 petty cash for school instructional program to be maintained by District Treasurer
m. Designation of Signature on checks:
– District Treasurer
– District Clerk
– Assistant Superintendent for Business & Operations
– School Board Member: Amy wood
– School Board Member: Lisa Kaufman
n. Budget Transfers on Chief School Officer's approval *up to $5,000.00*
o. Use of District Credit Card – *T. Davey, J. Lizza*
p. District Treasurer to invest school district funds
q. Purchasing Agent to sign all district purchase orders

(J. Phelan, M. Wyckoff; 6-0)

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 2025 -2026.

(K. Skelly-Kurka, J. Phelan; 6-0)

		In the amount of
a.	Assistant Superintendent for Business & Operations	$2,000,000.00
b.	Deputy District Treasurer	2,000,000.00
c.	District Clerk	2,000,000.00
d.	District Treasurer	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 2025-2026:

a. Re-adoption of all policies heretofore made including Code of Ethics and Code of Conduct
b. Establish Mileage Reimbursement Rate @ .70 cents/mile per current IRS recommended rate
c. Establish Board of Education Sub-Committees:
- Audit: L. Kaufman, L. Nowacheck, J. Phelan, A. Wood
- Building & Grounds: B. Chenault, 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 2025-2026 school year.
f. The following school personnel have access to confidential Special Education records:
– Superintendent: *T. Davey*
– District Clerk: *T. Murphy*
– Psychologist: *TBD*
– Speech Pathologist: *TBD*
– Special Education/Reading Teacher: *C. Ferry*
– CPSE/CSE Chairman – *D. Levenson*

(M. Wyckoff, K. Skelly-Kurka; 6-0)

ADJOURNMENT

The Reorganizational Meeting was adjourned at 4:45 p.m. and convened to the Regular Meeting of July 8, 2025.

(J. Phelan, K. Skelly-Kurka; 6-0)

Appr: August 19, 2025

Traci Murphy
District Clerk