

**REORGANIZATIONAL MEETING OF THE QUOGUE UFSD BOARD OF EDUCATION**

TUESDAY, JULY 11, 2023

QUOGUE, NY 11959

5:30 PM

**AGENDA**

**PLEDGE OF ALLEGIANCE**

**1. Administration of Oath of Faithful Performance**

- a. Mr. Malcolm McLean - Board of Education Trustee
- b. Mr. Jeffrey E. Ryvicker - Superintendent of Schools

**2. Election of Officers**

- a. President:
- b. Vice President:
- c. Administer Oath of Faithful Performance in Office

**3. Appointment of Officers**

- a. Clerk of the Board of Education Ms. Jenine Oudeans
- b. Clerk pro tem Mr. Michael Zuccaro
- c. District Treasurer Mr. Jeffrey E. Ryvicker
- d. Deputy Treasurer Mr. Paul Hewitt
- e. Claims Auditor Mr. Frank Perry
- f. School Business Official Mr. Jeffrey E. Ryvicker
- g. Fixed Assets Inventory Officer Mr. Michael Carpenter
- h. Chief Emergency Officer Mr. Jeffrey E. Ryvicker
- i. Audit Committee Mr. Steve Failla  
Mr. Paul Bass  
Mr. Jock McLean  
Ms. Deborah Disston  
Mr. Gabriel Kochmer

**4. Other Appointments**

- a. School Physician Dr. Lewis Anreder
- b. School Attorney Volz & Vigliotta, PLLC.
- c. Attendance Officer Mr. Michael Zuccaro
- d. Records Access Officer Ms. Jenine Oudeans
- e. Asbestos Compliance Mr. Michael Carpenter
- f. Purchasing Agent Mr. Michael Zuccaro
- g. Bond Counsel Hawkins Delafield & Woods, LLP
- h. Munistat Services Inc. Financial Consultants
- i. Insurance Consultant Epic Insurance Brokers and Consultants  
J.J. Stanis and Company, Inc
- j. Residency Committee Mr. Steve Failla, Paul Bass
- k. Title IX Coordinator Paul Hewitt

- l. Title IX Decision Maker Jeffrey E. Ryvicker
- m. Title IX Appellate Decision Maker Theodore Sklar, Esq.

**5. Designations**

- a. Official Bank Depositories JP Morgan Chase, Flushing Bank, NYCLASS
- b. Regular BOE Meetings 2<sup>nd</sup> Tuesday of each month except when otherwise noted.  
Meetings are held in the Quogue School Library or the Multipurpose Room and begin at 7:15 PM except when otherwise noted.
- c. Official Newspapers Southampton Press Western Edition  
Long Island Business News

**6. Authorizations**

- a. Authorize the Assistant to the Superintendent of Schools to certify payroll
- b. Authorize the Superintendent of Schools or his/her designee to approve faculty and staff attendance at conferences, conventions and workshops
- c. Authorize the Deputy Treasurer to establish a petty cash fund not to exceed \$100
- d. Authorize the Treasurer and Deputy Treasurer as check signers
- e. Authorize the Superintendent of Schools to approve budget transfers of individual items not to exceed \$50,000
- f. Authorize the Superintendent of Schools to apply for Grants in Aid (State and Federal)
- g. Authorize the Superintendent of Schools to approve any and all school related memberships and/or association dues at the current rate

**7. Other Items**

- a. Committee on Special Education  
Chairperson(s) Mr. Paul Hewitt
- b. Committee on Preschool Special Education  
Chairperson(s) Mr. Paul Hewitt
- c. Establish a standard mileage reimbursement rate for business travel as established by the Internal Revenue Service for the period for which reimbursement is sought.  
Approve all board approved policies as stated in the district's policy book

**8. Approval of Minutes**

- a. BE IT RESOLVED, that the Board of Education of the Quogue UFSD hereby approves the minutes of the Regular Meeting of the Board of Education on June 13, 2023.

**9. BOARD/ADMINISTRATIVE**

- a. Security Camera, Software Upgrade Project, Building Access Upgrade  
 BE IT RESOLVED, that the Board of Education of the Quogue UFSD hereby approves the following proposals related to the Security Camera and Software Upgrade Project.

<u>Vendor</u>	<u>Project Component</u>	<u>Total</u>
Core BTS Quote: 55030	Additional Switch (equipment & install)	\$11,441.84
Intrallogic Solutions Proposal: 9432-1-0	Security Cameras	\$72,634.25
Intrallogic Solutions Proposal: 11425-1-0	Building Access Upgrade	\$14,604.14
		<b>\$98,680.23</b>

**10. Finance and Operations**

- a. Financial Reports  
 BE IT RESOLVED, that the Board of Education of the Quogue UFSD hereby accepts the following financial reports as presented:
- 1) Bill Schedule Warrant A-24, A-25, F-11, H-8, for the period ended June 30, 2023
  - 2) Monthly Treasurer’s Reports – June 30, 2023
  - 3) Budget Appropriation Status Report for period ended June 30, 2023
  - 4) Revenue Status Report for period ended June 30, 2023
- c. Legal Counsel Retainer 2023-2024  
 BE IT RESOLVED, that the Board of Education of the Quogue Union Free School District hereby approves the Agreement for General and Labor Counsel Services between the Quogue UFSD and Volz & Vigliotta, PLLC, in the amount of \$28,000 for the 2023-2024 school year and authorizes the President of the Board of Education to sign the agreement.
- d. Consulting Services Agreement – Claims Auditor  
 BE IT RESOLVED, that the Board of Education of the Quogue Union Free School District hereby approves the Consulting Services Agreement between the Quogue UFSD and Frank Perry for the 2023-2024 school year at an hourly rate of \$120 as per the Consulting Services Agreement and authorizes the President of the Board of Education to sign the Consulting Services Agreement.
- e. Complete Rehabilitation PT, OT, SLP of the Hamptons - Service Contract  
 BE IT RESOLVED, that the Board of Education of the Quogue Union Free School District hereby approves the Special Education Services Contract between the Quogue UFSD and

Complete Rehabilitation PT, OT, SLP of the Hamptons, for the 2023-2024 school year and authorizes the President of the Board of Education to sign the contract.

f. Out East Therapy of NY - Service Contract

BE IT RESOLVED, that the Board of Education of the Quogue Union Free School District hereby approves the Special Education Services Contract between the Quogue UFSD and Out East Therapy of NY for the 2023-2024 school year and authorizes the President of the Board of Education to sign the contract.

g. Horizon Healthcare Staffing

BE IT RESOLVED, that the Board of Education of the Quogue UFSD hereby approves the Clinical Staffing Agreement dated December 8, 2022, between Horizon Healthcare Staffing and the Quogue UFSD.

**11. Facilities**

a. Fuel Oil Bid

BE IT RESOLVED, that the Board of Education of the Quogue Union Free School District hereby awards the fuel oil bid to Quogue-Sinclair, the lowest responsible bidder in the amount of \$0.22 above the Northville Industries tank car reseller price for the 2023-2024 school year.

b. Landscape Bid

BE IT RESOLVED, that the Board of Education of the Quogue Union Free School District hereby awards the landscaping bid to Fertilawn & Landscape Specialists, the lowest responsible bidder in the amount of \$18,000 for the 2023-2024 school year.

**12. Personnel Matters**

a. Reduction of Library Media Specialist Position

BE IT RESOLVED, that Ms. Dawn Hine's position in the District as a Library Media Specialist in the Library Media Specialist tenure area is hereby reduced from 1.0 FTE to 0.4 FTE effective June 30, 2023.

BE IT FURTHER RESOLVED that as a result of this reduction, Ms. Dawn Hine is hereby placed upon a preferred eligibility list of candidates for appointment to a vacancy that then exists or that may thereafter occur in a position similar to Ms. Hine's Library Media Specialist position from which her assignment was reduced.

b. Reduction Art Position

BE IT RESOLVED that Ms. Virginia Baer's position in the District as an Art Teacher in the Art tenure area is hereby reduced from 1.0 FTE to 0.6 FTE effective June 30, 2023.

BE IT FURTHER RESOLVED that as a result of this reduction, Ms. Baer is hereby placed upon a preferred eligibility list of candidates for appointment to a vacancy that then exists or that may thereafter occur in a position similar to Ms. Baer's Art Teacher position from which her assignment was reduced.

c. MOA between the Quogue UFSD, the Quogue Teachers' Association, and Mr. Austin Everhart

BE IT RESOLVED that the Board of Education of the Quogue UFSD hereby approves the Memorandum of Agreement between the Quogue UFSD, the Quogue Teachers' Association (QTA), and Mr. Austin Everhart effective June 30, 2023 and authorizes the Board of Education President to sign the Memorandum of Agreement.

d. Abolishment of AIS Position

BE IT RESOLVED, that pursuant to Education Law §3013 and 8 NYCRR 30-1.13, the Board of Education of the Quogue UFSD hereby abolishes one (1.0) position in the general education tenure area effective June 30, 2023.

e. Abolishment of Special Education Position

BE IT RESOLVED, that pursuant to Education Law §3013 and 8 NYCRR 30-1.13, the Board of Education of the Quogue UFSD hereby abolishes one (1.0) position in the special education tenure area effective June 30, 2023.

f. Abolishment of Reading Position

BE IT RESOLVED, that pursuant to Education Law §3013 and 8 NYCRR 30-1.13, the Board of Education of the Quogue UFSD hereby abolishes one (1.0) position in the remedial reading tenure area effective June 30, 2023.

g. Appointment of Summer School Teacher - Ms. Meghan Gagliardo

BE IT RESOLVED that the Board of Education of the Quogue UFSD hereby appoints Ms. Meghan Gagliardo, who maintains a NYS Professional Certificate in the areas of Childhood Education (Grades 1-6), Students with Disabilities (Grades 1-6), English to Speakers of Other Languages, and Literacy (Birth-6) to the position of summer school teacher for a term that shall commence on July 10, 2023, and expire on August 18, 2023, at an hourly rate of \$50.00/hr.

h. Appointment of Summer School Teacher - Ms. Gina Dragonette

BE IT RESOLVED that the Board of Education of the Quogue UFSD hereby appoints Ms. Gina Dragonette, who maintains a NYS Initial Certificate in the area Literacy (Birth-Grade 6) to the position of summer school teacher for a term that shall commence on July 10, 2023, and expire on August 18, 2023, at an hourly rate of \$50.00/hr.

i. Appointment of General Education Teacher - Ms. Victoria Caruso

BE IT RESOLVED that the Board of Education of the Quogue Union Free School District hereby appoints Ms. Victoria Caruso, who maintains a NYS Initial Certificate in the areas of Childhood Education (Grades 1-6), Students with Disabilities (Grades 1-6), and English to Speakers of Other Languages, to the probationary position of general education teacher, whose service shall be in the general education tenure area for a probationary term that shall commence on August 31, 2023, and expire on June 30, 2027, at an annual salary of pursuant to Step 2, Column MA 15 of the collective bargaining

agreement with the Quogue Teachers' Association; provided that in order to be granted tenure, if Education Law §3012-c and/or 3012-d applies to such position, Ms. Caruso shall have received composite or overall annual professional performance review ratings pursuant to Education Law §3012-c and/or 3012-d of either effective or highly effective in at least three of the four preceding years, and if Ms. Caruso receives an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at that time.

j. Impartial Hearing Officers

WHEREAS, the Regulations of the Commissioner of Education, Pursuant to Sections 207, 3214, 4403, 4404 and 4410 of the Education Law, Part 200, amended October 2016, Section 200.2(e) states, "the Board of Education or trustees of each school district shall establish a list of: ... the name and statement of the qualifications of each impartial hearing officer who is: (i) certified by the Commissioner of Education pursuant to section 200.1(x)(2) of this Part and; (ii) available to serve in the district in hearings conducted pursuant to Education Law section 4404(1). Appointment of impartial hearing officers pursuant to Education Law section 4404(1) shall be made only from such list and in accordance with the rotation selection process prescribed herein and the timelines and procedures in section 200.5(j) of this Part. Such names will be listed in alphabetical order. Selection from such list shall be made on a rotational basis beginning with the first name appearing after the impartial hearing officer who last served or, in the event no impartial hearing officer on the list has served, beginning with the first name appearing on such list. Should that impartial hearing officer decline appointment, or if, within 24 hours, the impartial hearing officer fails to respond or is unreachable after reasonable efforts by the district that are documented and can be independently verified, each successive impartial hearing officer whose name next appears on the list, shall be offered appointment, until such appointment is accepted. The name of any newly certified impartial hearing officer who is available to serve in the district shall be inserted into the list in alphabetical order (list included in supplemental file)."

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Quogue UFSD hereby adopts the roster of eligible hearing officers identified by the New York State Education Department, as may be modified by the Commissioner of Education.

k. Authorization of Superintendent to Temporarily Appoint Personnel

WHEREAS, the Quogue Union Free School District may need to fill vacancies during the 2023-2024 school year due to reasons such as resignations, leaves of absence, etc.; and

WHEREAS, the Board of Education of the Quogue Union Free School District meets regularly on the second Tuesday of each month; and

WHEREAS, the Quogue Union Free School District wishes to authorize the Superintendent of Schools to temporarily fill such positions prior to the District's next scheduled board meeting,

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Quogue Union Free School District hereby authorizes the Superintendent to temporarily appoint personnel to fill such vacancies prior to the next scheduled board meeting throughout the 2023-2024 school year.

**13. Superintendent's Report**

**14. Open Time**

The purpose of "Open Time" is to permit any person in attendance to address the Board of Education regarding any matter concerning the school district.

**15. Executive Session**

Recess to Executive session for discussion involving the medical, financial, credit or employment history of a particular person or corporation or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; and, the proposed acquisition, sale, or lease of real property or the proposed acquisition, sale or exchange of securities, but only when publicity would substantially affect the value of these things.