

MEETING OF THE QUOGUE UFSD BOARD OF EDUCATION

TUESDAY, JULY 11, 2023

QUOGUE SCHOOL MULTIPURPOSE ROOM

5:30 PM

MINUTES

BOE Members Present: Mr. Steve Failla, Mr. Paul Bass, Ms. Deborah Disston, Mr. Gabriel Kochmer

Others Present: Mr. Jeffrey Ryvicker, Superintendent of Schools, Jenine Oudeans, District Clerk

Call to Order: 5:33 PM

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: Steve Failla, On motion of Vice President Paul Bass, seconded by Trustee Kochmer, carried 5-0;
- b. Vice President: Paul Bass, On motion of President Failla, seconded by Trustee Kochmer, carried 5-0;
- c. Administer Oath of Faithful Performance in Office

3. Appointment of Officers

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

- | | |
|------------------------------------|-------------------------|
| 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

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

- 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

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

- a. Official Bank Depositories JP Morgan Chase, Flushing Bank, NYCLASS
- b. Regular BOE Meetings 2nd 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

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

- 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

On Motion of Trustee Kochmer, seconded by Trustee Disston, carried 5-0;

- 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

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

- 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

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

- 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
Intralogic Solutions Proposal: 9432-1-0	Security Cameras	\$72,634.25
Intralogic Solutions Proposal: 11425-1-0	Building Access Upgrade	\$14,604.14
		\$98,680.23

10. Finance and Operations

On Motion of Trustee Disston, seconded by Vice President Bass, carried 5-0;

- 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

On Motion of Trustee McLean, seconded by Vice President Bass, carried 5-0;

- b. 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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

c. 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.

On Motion of Trustee Disston, seconded by Vice President Bass, carried 5-0;

d. 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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

e. 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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

f. 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

On Motion of Trustee McLean, seconded by Trustee Disston, carried 5-0;

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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

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.

On Motion of Trustee McLean, seconded by Trustee Disston, carried 5-0;

c. Request for Use of Facilities – Quogue Junior Theater Troupe

BE IT RESOLVED, that the Board of Education of the Quogue UFSD hereby approves the request for use of school facilities made by The Quogue Junior Theater Troupe to utilize the Quogue School Multipurpose Room from 3:00 PM – 7:00 PM on July 31 - August 4, 2023.

On Motion of Trustee Disston, seconded by Vice President Bass, carried 5-0;

d. Request for Use of Facilities – Airnandez Basketball

BE IT RESOLVED, that the Board of Education of the Quogue UFSD hereby approves the request for use of school facilities made by Airnandez Basketball, to utilize the Quogue School gymnasium and outdoor basketball courts for the purposes of holding basketball training sessions and practices from 7/12/23 - 6/30/24, Sunday through Saturday as scheduled with and approved by the Superintendent of Schools or his/her designee.

On Motion of Vice President Bass, seconded by Trustee Disston, carried 5-0;

e. Request for Use of Facilities – East End Little League

BE IT RESOLVED, that the Board of Education of the Quogue UFSD hereby approves the request for use of school facilities made by East End Little League, to utilize the Quogue School baseball/softball field for the purposes of practices, games, and meetings from 7/12/23 - 6/30/24 on days and at times when it is determined that said facilities are available by the Superintendent of Schools.

12. Personnel Matters

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

b. Reduction Art Position

BE IT RESOLVED that Ms. Virginia Baer's position in the District as a 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.

On Motion of Trustee Disston, seconded by Vice President Bass, carried 5-0;

- 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.

On Motion of Trustee Kochmer, seconded by Vice President Bass, carried 5-0;

- 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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

- 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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

- 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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

- 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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

- 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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

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 \$71,007 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.

On Motion of Trustee Kochmer, seconded by Vice President Bass, carried 5-0;

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.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

k. Appointment - Gina Dragonette, Permanent Substitute Teacher

BE IT RESOLVED, that the Board of Education of the Quogue Union Free School District hereby appoints Ms. Gina Dragonette, who maintains NYS Professional Certification in Literacy (B-6), to serve as a Permanent Substitute teacher for a term to begin on August 31, 2023 and end on June 30, 2024 at a rate of \$155 per day.

On Motion of Trustee Disston, seconded by Trustee Kochmer, carried 5-0;

l. 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 at **7:07 PM** 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.


16. ADJOURNMENT

On Motion of Vice President Bass, seconded by Trustee Kochmer, carried 4-0;

Meeting adjourned at **8:23 PM**.

AFFIRMATION: I Jenine P. Oudeans, District Clerk of the Quogue Union Free School District, do hereby affirm that the minutes of this meeting are true and accurate statements of the proceedings.

Dated: July 13, 2023



Jenine P. Oudeans, District Clerk