

EAST QUOGUE UNION FREE SCHOOL DISTRICT

BOARD of EDUCATION

Robert J. Long, Jr., Superintendent of Schools

Dianna Gobler, Member
Christopher Hudson, Member
Jessica Stalters, Member
Kristin Jankowski, Member
Brian Babcock, Member
Lenore Rezza, District Clerk

Minutes

REORGANIZATIONAL MEETING – SCHOOL YEAR 7-1-17 to 6-30-18

<u>DATE</u>	July 5, 2017
<u>KIND</u>	Reorganizational Meeting
<u>PLACE</u>	Library
<u>CALL TO ORDER</u>	East Quogue School Attorney 5:00 pm
<u>MEMBERS PRESENT</u>	Dianna Gobler Christopher Hudson Jessica Stalters Kristin Jankowski Brian Babcock
<u>MEMBER(S) ABSENT</u>	None
<u>OTHERS PRESENT</u>	Robert J. Long, Jr., Superintendent of Schools, Bruce Singer, Interim Business Official, Lenore Rezza, District Clerk, Mary Anne Sadowski, District Attorney and two audience members.

PLEDGE OF ALLEGIANCE

The Pledge was conducted.

1. MOTION to appoint Lenore Rezza as District Clerk and Records Access Officer for the period July 1, 2017 to June 30, 2018 with an annual stipend to be announced.

Ms. Sadowski asked the three elected Board members to move on this motion.

Mrs. Gobler moved, Mrs. Stalters seconded

Motion carried Yes – 3 No – 0

The OATH OF OFFICE – was administered to the District Clerk by Mary Anne Sadowski.

Newly elected Board of Education Members Kristin Jankowski and Brian Babcock - term July 1, 2017 to June 30, 2020.

The OATH OF OFFICE was administered by Lenore Rezza.

NOMINATION & VOTE FOR PRESIDENT & VICE-PRESIDENT OF THE BOARD

2. MOTION to open nominations by Members of the Board of Education for the positions of Board President and Vice President for 2017-2018:

The oaths were administered by Lenore Rezza.

Mr. Hudson was nominated for President.

Mrs. Gobler moved, Mrs. Stalters seconded

Motion carried Yes – 4 No – 0

Mrs. Stalters was nominated for Vice-President.

Mrs. Jankowski moved, Mr. Babcock seconded

Motion carried Yes – 4 No – 0

APPOINTMENTS:

3. MOTION to approve the following for the period of July 1, 2016 to June 30, 2017.
 - a) District Treasurer – Marie Sellers at a per annum stipend to be announced.

- [illegible]

- x) Section 504 Coordinator
 Lauren Porter
 Deborah Fox
 Student's Special Education Teacher
 Student's Parent or Legal Guardian
 Lauren Porter
 School Psychologist
 Speech & Language Pathologist
 Student's Regular Education Teacher
 Student's Parent and/or Legal Guardian
- y) Eric Gomez as Compliance Officer for the following programs:
 Toxic Substances; Emergency Management Plan; Asbestos, RESCUE.
- z) Eric Gomez as Right to Know Designee.
- aa) Robert J. Long, Jr. as Director of SAVE.
- bb) Robert J. Long, Jr. as East Quogue liaison for Homeless Education.
- cc) Robert J. Long, Jr. as Health & Safety Committee Chairman.
- dd) Robert J. Long, Jr. as Dignity Act Coordinator.
- ee) Robert J. Long, Jr. BOCES School Library Communication Coordinator.
- ff) Robert J. Long, Jr. as BOCES Data Services District Data Coordinator.

MOTIONS (a) to (ff)

Mrs. Gobler moved, Mrs. Stalters seconded

Motion carried Yes – 5 No – 0

SCHOOL DISTRICT NEWSPAPERS

- 4. MOTION to appoint Southampton Press, Newsday and Long Island Business News as official district newspapers.
Mrs. Jankowski moved, Mr. Babcock seconded ***Motion carried Yes – 5 No – 0***

SCHEDULE OF MEETINGS

- 5. MOTION to adopt the Board Meeting schedule as follows (unless otherwise posted, all meetings start at 7:00 pm):

July 5, 2017	Reorganizational 5:00 pm, regular meeting immediately after
August 29, 2017	Regular
September 19, 2017	Regular
October 17, 2017	Regular
November 21, 2017	Regular
December 19, 2017	Regular
January 16, 2018	Regular
February 27, 2018	Regular
March 20, 2018	Regular & Proposed Budget
April 10, 2018	Optional Budget Hearing
April 18, 2018	Regular, Budget Adoption & BOCES Budget Adoption (Wednesday)
May 1, 2018	Budget Hearing
May 15, 2018	Regular 8:00 pm Regular Meeting.
May 15, 2018	Budget Vote
June 19, 2018	Regular

At Mr. Babcock's suggestion, the Board changed the time of the Board meetings from 6:45 pm to 7:00 pm.

Mrs. Stalters moved, Mrs. Jankowski seconded

Motion carried Yes – 5 No – 0

- 6. MOTION to accept the following RESOLUTIONS:

- a) Bonding of Treasurer Resolution Resolved, the bond, in the amount of \$150,000, covering the services of the Treasurer of East Quogue U.F.S.D for the period beginning July 1, 2017 and ending June 30, 2018.
- b) Treasurer's Authority Resolution
 The Board hereby Resolves that the Treasurer has the authority to sign off on investments of available funds for the district as necessary.
 Southampton Town Resolution
- c) Resolved that, in reliance on Opinion #80-693 of the State Comptroller and pursuant to the procedure outlined therein, the Board of Education of the East Quogue U.F.S.D. hereby authorizes the Supervisor and the Receiver of Taxes of the Town of Southampton, Suffolk County, to invest 2017/2018 school year tax monies temporarily as received, pending statutory distribution, in interest bearing deposit accounts with the understanding that the interest earned on the invested funds attributable to the district shall be hereafter paid to the district.

- d) Resolution to enact the Family Medical Leave Act on a school calendar year accounting basis running July 1, 2017 through June 30, 2018. This Resolution is used on a per individual basis.
- e) Funding for Federal & State Programs Resolution
Whereas annually outside funding becomes available to the East Quogue U.F.S.D. through Federal and State Legislative Acts, i.e., Title I, and whereas applications for such funding may require action by the Board of Education to apply for and to accept these funds: Therefore, be it Resolved that the Board of Education of the East Quogue School District empower the Superintendent of Schools to execute and expedite the required procedures to obtain and accept said funding.
- f) Resolution to authorize Eastern Suffolk BOCES to apply for Federal Aid – PL874
The Board of Education of the East Quogue U.F.S.D., Suffolk County, New York, hereby authorizes the Associate Superintendent for Management Services of Eastern Suffolk BOCES to act as the authorized representative of the East Quogue U.F.S.D. in making application for Federal Aid under Public Law 874 for the school year 2017/2018. Therefore, be it Resolved, that the Board of Education of the East Quogue School District empower the Superintendent of Schools to execute and expedite procedures to obtain and accept said funding.
- g) Resolution to adopt the Board Policy Manual as is, subject to revision, for the school year 2017/2018.

Resolutions a through g:

Mrs. Stalters moved, Mr. Babcock seconded

Motion carried Yes – 5 No – 0

7. MOTION to accept the Superintendent's recommendation for the Board of Education to reaffirm, as suggested by our independent auditors, the EFPR Group, the existence of the following reserve accounts.

Workers Compensation Reserve
Reserve for Employee Benefit Accrued Liability
Employee Retirement Contribution Reserve
Capital Reserve

Mr. Babcock moved, Mrs. Jankowski seconded

Motion carried Yes – 5 No – 0

SIGNATURE CARD AUTHORIZATION: Suffolk County National Bank

8. MOTION to authorize the District Treasurer & Assistant Treasurer signature card authorization for the following:

- | | |
|------------------------------|------------------------------------|
| a) General Fund Checking | f) Capital Projects Fund |
| b) General Fund Money Market | g) Capital Projects Money Market |
| c) Payroll Account | h) Capital Projects Money Market 2 |
| d) Special Aid Fund | i) School Lunch Program |
| e) Trust & Agency Fund | j) Risk Retention Money Market |

Mrs. Gobler moved, Mrs. Stalters seconded

Motion carried Yes – 5 No – 0

SIGNATURE AUTHORIZATION FOR INVESTMENTS: CLASS/MBIA

9. MOTION to authorize the District Treasurer & Business Official or, in the absence of the Business Official, the Superintendent or designee, signature authorization for the CLASS/MBIA transactions.

Mrs. Gobler moved, Mrs. Stalters seconded

Motion carried Yes – 5 No – 0

RESOLUTION OF SCHOOL DISTRICT

10. MOTION TO DESIGNATE Peoples United Bank as the District's legal depositor and to name authorized signers.

RESOLVED, that Peoples United Bank (the Bank) is designated as a legal depository for funds of the Organization.

RESOLVED, that the following individual(s) is (are) authorized for and on behalf of the Organization to open a transaction account (Demand Deposit/Savings/Money Market Savings) with the Bank and to execute and deliver to the Bank any additional documentation, including but not limited to, a signature card or cards supplied by the Bank, containing a specimen signature of such individual(s). Furthermore, such individual(s) is (are) authorized for and on behalf of the Organization to conduct transactions, to endorse or cause to be endorsed, to deposit or cause to be deposited from time to time checks, drafts and other instruments and funds payable or held by the Organization, and that any funds so deposited shall be subject to withdrawal or transfer by any individual(s) (attach rider if necessary):

District Treasurer

Business Official or ,in the absence of the Business Official, the Superintendent or designee. (Wire Transfers Only)

Assistant Treasurer

RESOLVED, that the above mentioned individual(s), as well as designee(s) by written instructions from the Organization, is (are) authorized for and on behalf of the Organization to open a Certificate of Deposit account with the Bank and to execute and deliver a confirmation of instructions and any additional documentation containing a specimen signature of such individual(s). Any funds deposited therein shall be subject to withdrawal or transfer by such individual(s).

RESOLVED, that the Bank may purchase, give credit for, cash, accept, and pay funds on deposit in any of the aforementioned accounts without inquiry, all items signed, drawn, accepted or endorsed on behalf of the Organization, whether under a title, the words " Authorized Signature" or otherwise, with the purported actual or facsimile signature or any of the officials whose names, titles and specimen signatures appear above or on a rider hereto, or his or her successor in office, regardless of the circumstances under which the signature shall have become affixed if it resembles any actual or facsimile signature previously certified to the Bank. The Organization shall indemnify the Bank against all claims, damages, liabilities, cost and expenses (including, but not limited to, attorneys' fees and disbursements) incurred by the Bank in connection with honoring any purported signature of any authorized signer or any refusal to honor the signature of any person who is not an Authorized Signer. The Organization acknowledges that dual signature requirements and restrictions impose no liability to the Bank.

Mrs. Gobler moved, Mrs. Jankowski seconded

Motion carried Yes – 5 No – 0

11. MOTION to authorize the Business Official or, in the absence of the Business Official, the Superintendent or designee, to sign for wire transfers for the purpose of repayment of principle and interest on Bonds and Notes, and to the 3rd party administrator of Tax Sheltered Annuities, be confirmed by the Superintendent.

Mr. Babcock moved, Mrs. Govbler seconded

Motion carried Yes – 5 No – 0

12. MOTION to accept the Superintendent's recommendation to refer the following for review by the Administrative Staff:

East Quogue School Code of Conduct.

Board of Education policies and procedures related to SAVE

Building/District-level Plan for East Quogue Elementary School

Emergency Disaster Preparedness Plans

Mrs. Gobler moved, Mr. Babcock seconded

Motion carried Yes – 5 No – 0

13. MOTION to accept the Superintendent's recommendation that the Board of Education authorize the following resolution:

BE IT RESOLVED, real property owned by an enrolled member, or an enrolled member and spouse, of the Volunteer Fire Department within the East Quogue Union Free School District shall be exempt from taxation to the extent of ten (10%) percent of the assessed valuation of such property for School District purposes multiplied by the latest State equalization rate for the School District in which the property is located. Such exemption shall not be granted to an enrolled member of the volunteer fire department residing in the East Quogue School District unless:

- a. The applicant resides in the School District which is served by such Fire Department;
- b. The property is the primary residence of the applicant;
- c. The property is used exclusively for residential purposes; provided, however, that in the event any portion of such property is not used exclusively for the applicant's residence but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this Resolution;
- d. The applicant has been certified by the Chief of the Fire Department as an enrolled member of the Fire Department for at least five (5) years;
- e. Application for such exemption shall be filed with the Assessor of the Town of Southampton on or before the taxable status date on a form prescribed by the State Board of Real Property Services;

This resolution is expressly granted solely for the tax year 2017 – 2018 (12/1/17 – 11/30/18; taxable status date of 3/1/17).

Mrs. Jankowski abstained.

Mrs. Gobler moved, Mrs. Stalters seconded

Motion carried Yes – 4 No – 0 Abstain - 1

ADJOURNMENT

A MOTION to adjourn the Reorganizational Meeting was made at 5:10 pm.

Mrs. Jankowski moved, Mr. Babcock seconded

Motion carried Yes – 5 No – 0