

**REORGANIZATIONAL MEETING OF THE QUOGUE UFSD BOARD OF EDUCATION**  
MONDAY, JULY 12, 2021  
QUOGUE, NY 11959  
7:45 AM

**MINUTES**

**BOE Members Present:** Ms. Lauren Battista, Mr. Steve Failla, Mr. Jock McLean, Mr. Paul Bass,

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

**Call to Order:** 8:11 AM

**PLEDGE OF ALLEGIANCE**

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

- a. Ms. Deborah Disston - Board of Education Trustee
- b. Mr. Jeffrey E. Ryvicker - Superintendent

**2. Election of Officers**

- a. President: Steve Failla
- b. Vice President: Lauren Battista
- c. Administer Oath of Faithful Performance in Office

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

**3. Appointment of Officers**

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|------------------------------------|-------------------------|
| 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                | Ms. 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                 | Ms. Lauren Battista     |
|                                    | Mr. Steve Failla        |
|                                    | Mr. Jock McLean         |
|                                    | Ms. Deborah Disston     |
|                                    | Mr. Paul Bass           |

**4. Other Appointments**

On Motion of Trustee Bass, seconded by Trustee Mclean, carried 4-0;

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| 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. Insurance Consultant   | Cook Maran Risk Management, Inc<br>J.J. Stanis and Company, Inc |
| i. Residency Committee    | Ms. Lauren Battista, Mr. Steve Failla                           |

**5. Designations**

On Motion of Trustee McLean, seconded by Trustee Bass, carried 4-0;

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|-------------------------------|--|
| 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.

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|------------------------|---|
| c. Official Newspapers | Southampton Press Western Edition<br>Newsday, Suffolk County Edition<br>Long Island Business News |
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**6. Authorizations**

On Motion of Vice President Battista, seconded by Trustee McLean, carried 4-0;

- 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 Superintendent of Schools 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 Vice President Battista, seconded by Trustee Bass, carried 4-0;

- 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 McLean, seconded by Trustee Bass, 4-0;

- 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 8, 2021 and the minutes of the Special Board of Education Meeting on June 29, 2021.

**9. Board/Administrative**

On Motion of Trustee Bass, seconded by Trustee McLean, carried 4-0;

a. ESBOCES Joint Municipal Cooperative Bidding Program

BE IT RESOLVED, that the Board of Education of the Quogue UFSD hereby approves the attached resolution to participate in the ESBOCES Joint Municipal Cooperative Bidding Program as submitted by ESBOCES and authorizes the Board of Education President to sign said resolution as required by ESBOCES.

**10. Finance and Operations**

On Motion of Trustee Bass, seconded by Trustee McLean, carried 4-0;

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-15, C-6, F-10, T-12 for the period ended June 30, 2021
- 2) Monthly Treasurer's Reports – June, 2021
- 3) Budget Appropriation Status Report for period ended June 30, 2021
- 4) Revenue Status Report for period ended June 30, 2021

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

b. Accounting Services – Financial Auditor R.S. Abrams & CO., LLP

BE IT RESOLVED, that the Board of Education of the Quogue Union Free School District hereby approves the Audit Engagement Letter between the Quogue UFSD and R.S. Abrams & Co., LLP in the amount of \$20,700 for the 2021-2022 school year and authorizes the President of the Board of Education and Superintendent to sign the Audit Engagement Letter.

On Motion of Trustee McLean, seconded by Vice President Battista, carried 4-0;

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 2021-2022 school year at 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 McLean, seconded by Trustee Bass, carried 4-0;

d. Non-Resident Tuition Rate

BE IT RESOLVED, that the Board of Education of the Quogue Union Free School District hereby sets the Non-Resident tuition rates for parentally-placed students for the 2021-2022 school year at \$7,183 for the first student, and each additional child from the same household shall be charged a reduced rate of \$5,387 (25% discount).

**11. Student Matters**

On Motion of Trustee McLean, seconded by Vice President Battista, carried 4-0;

a. Recommendations of the CSE/CPSE

BE IT RESOLVED, that the Board of Education of the Quogue UFSD hereby approves the recommendations of the Committees on Special Education and Preschool Special Education for Student(s) with the following non-identifying numbers and authorizes the Superintendent to arrange for the appropriate services.

226, 261

**12. Facilities**

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

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 2021-2022 school year.

On Motion of Trustee McLean, seconded by Vice President Battista, carried 4-0;

b. Landscape Bid

BE IT RESOLVED, that the Board of Education of the Quogue Union Free School District hereby awards the landscaping bid to Chip's Evergreen Landscaping & Lawn Care, the lowest responsible bidder in the amount of \$18,500 for the 2021-2022 school year.

**13. Personnel Matters**

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

a. 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 Bass, Vice President Battista, seconded by 4-0;

b. Authorization of Superintendent to Temporarily Appoint Personnel

WHEREAS, the Quogue Union Free School District may need to fill vacancies during the 2021-2022 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 2021-2022 school year.

**14. Superintendent’s Report**

**15. 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.

**16. Executive Session**

Recess to Executive session at **8:34 AM** 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.

**17. ADJOURNMENT**

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

Meeting adjourned at **8:48 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 24, 2021

  
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Jenine P. Oudeans, District Clerk