



Organizational Meeting – July 9, 2024

Meeting Type: Organizational Meeting

Date: Tuesday, July 9, 2024

Start Time: 5:30 p.m.

Location: Central Administration Offices

Roll Call – (Attendees Noted by District Clerk)

Present were:

Board Members

- Debbie Adams-Kaden
- Mary Ellen Cunningham
- Brian J. Sales
- Jeannette Santos
- Robert Scheid
- Peter Wunsch

BOCES Staff

- Michael Flynn (Chief Operating Officer)
- April Poprilo (District Superintendent)
- Joanne Klein (District Clerk)

Absent

- Ilene Herz

Call to Order/Pledge of Allegiance (District Clerk)

The Organizational meeting was called to order at 5:35 p.m. by Mrs. Joanne Klein, District Clerk. Mrs. Klein led the audience in the Pledge of Allegiance.

Administration of Oath of Office to Chief Operating Officer for the 2024-2025 School Year

The Oath of Office of the Chief Operating Officer was administered by Mrs. Klein to Mr. Michael Flynn for the 2024-2025 school year.

Administration of Oath of Office to District Superintendent for the 2024-2025 School Year

The Oath of Office of the District Superintendent was administered by Mrs. Klein to Mrs. April Poprilo for the 2024-2025 school year.

Administration of Oath of Office to Newly Elected Board Members – Debbie Adams-Kaden, Mary Ellen Cunningham and Robert Scheid

The Oath of Office was administered by Mrs. Klein to Debbie Adams-Kaden. Debbie Adams-Kaden was elected and will serve for a three-year term as member of the Board of Education of Western Suffolk BOCES.

The Oath of Office was administered by Mrs. Klein to Mary Ellen Cunningham. Mary Ellen Cunningham was elected and will serve for a three-year term as member of the Board of Education of Western Suffolk BOCES.

The Oath of Office was administered by Mrs. Klein to Robert Scheid. Robert Scheid was elected and will serve for a two-year term as member of the Board of Education of Western Suffolk BOCES.

Debbie Adams-Kaden, Mary Ellen Cunningham and Robert Scheid were elected during the Western Suffolk BOCES Budget Vote and Election which was held at a regular or special meeting in each of the component school districts of Western Suffolk BOCES on April 16, 2024.

Election of Officers for 2024-2025 School Year – President and Vice President/Administration of Oaths

Mrs. Klein asked for nominations for President of the Board of Education for Western Suffolk BOCES. Board member Mr. Wunsch nominated Board member Brian J. Sales for President of the Board of Education, seconded by Board member Mrs. Santos. Mrs. Klein asked for additional nominations for President of the Board of Education. Being there were no further nominations, Mrs. Klein asked for a motion to close nominations for Board President. Mr. Wunsch motioned to close nominations for President of the Board of Education, seconded by Mrs. Santos and the Board voted unanimously to close nominations. The Board voted unanimously and elected Brian J.

Sales as the President of the Board of Education for Western Suffolk BOCES. The Oath of Office of President of the Board of Education for Western Suffolk BOCES was administered to Brian J. Sales by Mrs. Klein.

Mr. Sales asked for nominations for Vice President of the Board of Education for Western Suffolk BOCES. Board member Mr. Wunsch nominated Board member Mary Ellen Cunningham for Vice President, seconded by Board member Mrs. Santos. Mr. Sales asked for additional nominations for Vice President of the Board of Education. Being there were no further nominations, Mr. Sales asked for a motion to close nominations for Board Vice President. Mr. Wunsch motioned, seconded by Mrs. Santos and the Board voted unanimously to close nominations. The Board voted unanimously and elected Mary Ellen Cunningham as the Vice President of the Board of Education for Western Suffolk BOCES. The Oath of Office of Vice President of the Board of Education for Western Suffolk BOCES was administered to Mrs. Cunningham by Mrs. Klein.

Mr. Sales then asked for nominations for District Clerk of the Board of Education for Western Suffolk BOCES. Mr. Wunsch nominated Joanne Klein for District Clerk, seconded by Mrs. Cunningham. Mr. Sales then asked for additional nominations for District Clerk. Being there were no other nominations for District Clerk, Mr. Sales asked for a motion to close nominations for District Clerk. Mr. Wunsch motioned to close nominations, seconded by Mrs. Santos and the Board unanimously voted to close the nominations for District Clerk of the Board of Education for Western Suffolk BOCES. The Board voted unanimously and elected Mrs. Klein for District Clerk of the Board of Education for Western Suffolk BOCES. The Oath of Office of District Clerk of the Board of Education for Western Suffolk BOCES was then administered to Mrs. Klein by Mr. Sales.

Appointment of Officers for 2024-2025 School Year

On motion by Mr. Wunsch, seconded by Mrs. Cunningham, the members of the Board voted unanimously to approve the Appointment of Officers for the 2024-2025 School Year as indicated.

<u>Appointment of Officers for 2024-2025 School Year</u>	<u>Annual Stipend</u>
1. Clerk Ms. Joanne Klein	(as per Managerial & Confidential Schedule) +\$11,100
2. Deputy Clerk Ms. Laura Mercorelli	
3. Treasurer Ms. Cheryl Bruckner	(as per Managerial & Confidential Schedule) +\$2,800
4. Deputy Treasurer Ms. Christina Anderson	(as per Managerial & Confidential Schedule)

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| 9. Title IX and Section 504 of the Rehabilitation Act of 1973
Compliance Officer and Anti-Harassment/Non-Discrimination Officer | Dr. Hugh Gigante |
| 10. Designated Educational Officer | Ms. Nancy Wilson |
| 11. Designated Liaison for Education of Homeless Children and Youth | Ms. Nancy Wilson |
| 12. Designated Wellness Coordinator | Ms. Debra Ascher |
| 13. Extra-Curricular Activities Treasurer | Ms. Sandra Samuels |
| 14. Data Protection Officer | Mr. Russell Dickson |

Approval of Excess Fidelity Limits - All Western Suffolk BOCES Employees Covered for \$2,000,000

Approved Item 9, Approval of Excess Fidelity Limits on motion by Mr. Wunsch, seconded by Mrs. Cunningham, the Board voted unanimously and approved the following:

WHEREAS, there are no statutory requirements for excess fidelity limits for Western Suffolk BOCES staff and,

WHEREAS, the Western Suffolk BOCES Board desires that such coverage be obtained through the agency's insurance carrier then,

THEREFORE, BE IT RESOLVED, that excess fidelity limits for all Western Suffolk BOCES employees be authorized for \$2,000,000 during the 2024-2025 school year.

Designation of Depositories for 2024-2025 School Year

Approved Item 10, Designation of Depositories (Copy of which is attached to the official minutes of this meeting) on motion by Mr. Wunsch, seconded by Mrs. Cunningham, the Board voted and approved the Designation of Depositories.

Due to a conflict of interest, Mr. Scheid abstained from voting on the Designation of Depositories for 2024-2025 School Year.

Approval for Re-adoption of Policy #4210 - Cash Management & Investment Policy

On motion by Mr. Scheid, seconded by Mrs. Cunningham, the Board voted to approve Item 11, Policy #4210 Cash Management & Investment Policy.

(Copy of Policy #4210 is designated as Encl. 11 and is incorporated with the official minutes of this meeting.)

Designation of Official Newspapers for the Agency

On motion by Mr. Scheid, seconded by Mrs. Cunningham, the Board approved Item 12, Designation of Official Newspapers for the Agency for the 2024-25 school year to be Newsday; and further authorizes the administration to place legal ads in The Beacon and The Long Islander if administration deems it appropriate.

Authorization for Chief Operating Officer to Approve Professional Conferences

On motion by Mr. Scheid, seconded by Mrs. Cunningham, the Board voted unanimously to approve Item 13 as follows:

THEREFORE, BE IT RESOLVED, authorization for Chief Operating Officer to approve, at his discretion, attendance of members of the Western Suffolk BOCES staff at professional conferences and membership in professional organizations during the 2024-2025 school year with expenses to be paid by BOCES.

Authorization for Board President and Chief Operating Officer to Sign, as needed, Assurances of Compliance and Applications to Receive Special State and Federally Aided Program Grants

On motion by Mr. Scheid, seconded by Mrs. Cunningham, the Board voted unanimously to authorize the Board President and the Chief Operating Officer to sign, as needed, assurances of compliance and applications to receive special state and federally aided program grants for the 2024-25 school year, Item 14 as follows:

THEREFORE, BE IT RESOLVED, authorization for Board President and Chief Operating Officer to sign, as needed, assurances of compliances and applications to receive special state and federally aided program grants for the 2024-2025 school year.

Establishment of Petty Cash Accounts

On motion by Mr. Scheid, seconded by Mrs. Cunningham, the Board voted unanimously to approve Establishment of Petty Cash Accounts for the school year 2024-25 as per schedule designated as Encl. 15 and is incorporated with the official minutes of this meeting.

Approval of Board Memberships for 2024-25

On motion by Mr. Scheid, seconded by Mrs. Cunningham, the Board voted unanimously to approve Item 16, memberships by Western Suffolk BOCES in the following School Board Associations, with dues as designated for the 2024-25 school year as follows:

Approval for Board Memberships 2024-25

	<u>Estimated Amount</u>
1) Nassau-Suffolk School Boards Association	\$ 4,350.
2) New York State School Boards Association	\$13,500.
3) National School Boards Association	\$ 2,700.
• NSBA Black Caucus	\$ 75.
• NSBA Hispanic Caucus	\$ 75.
4) REFIT (Reform Educational Financing Inequities Today)	\$ 600.
5) The Council of School Superintendents (Cabinet) – New York State	\$ 1,273.
6) BOCES Educational Consortium	\$ 2,100.
7) The Council of School Superintendents (Superintendent) – NYS	\$ 2,100.
8) NYS Caucus of Black School Board Members, Inc.	\$ 500.

Approval for Re-adoption of Policy #4310 - Purchasing Procedures

On motion by Mr. Scheid, seconded by Mrs. Cunningham, the Board voted unanimously to approve the re-adoption of Policy #4310, Purchasing Procedures, for the 2024-25 school year.

(Copy of Policy #4310 is designated as Encl. 17 and is incorporated with the official minutes of this meeting.)

Approval for Re-adoption of Policy #4420 - Personal Property Accountability

On motion by Mr. Scheid, seconded by Mrs. Cunningham, the Board voted unanimously to approve re-adoption of Policy #4420, Personal Property Accountability, for the 2024-25 school year.

(Copy of Policy #4420 is designated as Encl. 18 and is incorporated with the official minutes of this meeting.)

Approval for Re-adoption of Policy #4423 – Acceptance of Gifts, Grants and Bequests to WS BOCES

On motion by Mr. Scheid, seconded by Mrs. Cunningham, the Board voted unanimously for re-adoption of Policy #4423, Acceptance of Gifts, Grants and Bequests to WS BOCES for the 2024-25 school year.

(Copy of Policy #4423 is designated as Encl. 19 and is incorporated with the official minutes of this meeting.)

Adjournment

At 5:55 p.m. on motion made by Mr. Wunsch, seconded by Mrs. Santos, the Board agreed to adjourn the Organizational Meeting and move to the Regular Meeting of the Board of Education of Western Suffolk BOCES.



Joanne Klein
District Clerk