

The Fishers Island Union Free School

Board of Education Annual Organizational Meeting Agenda



Date: July 10, 2012
Time: 7:15 PM Public Meeting
Location: Social Studies Room

[Distributed: July 5, 2012]

Board of Education

William Bloethe
Jamie Doucette
Laurie Finan
Sara McLean
Linda Mrowka

Contact Information for Board of Education

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Public Participation Guidelines

Members of the community are invited to speak on topics of interest and / or topics to be addressed in the agenda. The Board of Education may choose to interact with participants, but will not act upon topics that require further study before action is taken. The participation time will be limited to three (3) minutes per person and fifteen (15) minutes overall to guarantee efficient operation of the entire meeting.

Board of Education Meeting Agenda

July 10, 2012

- 1. Call to Order/Attendance**
- 2. Administration Oath**
 - 2.1.a William Bloethe**
 - 2.1.b Sara McLean**
 - 2.1.c Linda Mrowka**
- 3. Election of Officers**
 - 3.1 Election of President**
 - 3.2 Election of Vice President**
 - 3.4 Administration of Oath of President**
- 4. Appointments of Officers**
 - 4.1 Appointment of District Clerk - Leslie Tombari**
 - 4.2 Appointment of District Treasurer - Sharon Patterson**
 - 4.3 Appointment of Deputy Treasurer - Carol Doherty**
 - 4.4 Administration of Oath**
- 5. Appointment of Positions**
 - 5.1 School Physician - Island Health Project**
 - 5.2 School Attorney - Douglas Gerhardt**
 - 5.3 Census Enumerator - Carol Doherty**
 - 5.4 Central Treasurer, Extra-Curricular Activity Fund - Marilyn Conroy**
 - 5.5 Attendance Officer - Carol Doherty**
 - 5.6 Independent Auditor - Cullen & Danowski**
 - 5.7 Internal Auditor - Dawn Brolin**
 - 5.8 Claims Auditor - Dawn Brolin**
 - 5.9 Purchasing Agent - Carol Doherty**
 - 5.10 Records Officer - Charles Meyers**
 - 5.11 Title IX Officer - Charles Meyers**
 - 5.12 Receiver and Agent of Federal Funds - Charles Meyers**
 - 5.13 Recording Secretary to the Board - Leslie Tombari**
 - 5.14 Student Activity Advisors**
 - 5.14.a Senior Class - TBD**
 - 5.14.b Student Council - TBD**
 - 5.14.c Yearbook - TBD**
 - 5.15 Committee on Special Education Chair - Frank Stuart**

- 6. Designations**
 - 6.1 Official Bank Depository, All Funds – Bank of America**
 - 6.2 Regular Meetings – Third Wednesday Monthly**
 - 6.3 Official Newspapers – The Day and The Suffolk Times**

- 7. Authorizations**
 - 7.1 To Certify Payroll – Charles Meyers, Supt.**
 - 7.2 To Approve Conferences – Charles Meyers, Supt.**
 - 7.3 To Establish Petty Cash \$100.00 – Marilyn Conroy**
 - 7.4 Designation of Signatures on Checks:
Board President or Vice President and District Treasurer or Deputy
Treasurer for General Fund, Repair Reserve, and Faculty Housing
checking accounts.**

 - 7.5 Designation of Signatures on Checks for Extra-Curricular Fund
Two of the following:**
 - 1. Carol Doherty**
 - 2. Charles Meyers**
 - 3. Board President**
 - 7.6 Budget Transfers – Charles Meyers, Supt.**
 - 7.7 Grants in Aid – Charles Meyers, Supt.**
 - 7.8 Class Fundraisers – Marilyn Conroy**

- 8. Official Undertaking (Bonding of Personnel)**
 - 8.1 District Clerk, Leslie Tombari**
 - 8.2 District Treasurer, Sharon Patterson**
 - 8.3 School Business Manager, Marilyn Conroy**
 - 8.4 All Members of the Board of Education**

- 9. Other Agenda Items**
 - 9.1 IRS Mileage Rate \$ 0.55.5**
 - 9.2 Annual District Meeting – May 14, 2013**
 - 9.3 Committee Membership**
 - 9.3.a Personnel**
 - 9.3.b Policy**
 - 9.3.c Safety**
 - 9.3.d Faculty Housing**

- 10. Duties and Responsibilities of Administration**

- 11. Adjournment**