



Organizational Meeting – July 14, 2026

Meeting Type: Organizational Meeting

Date: Tuesday, July 14, 2026

Start Time: 5:30 p.m.

Location: Central Administration Offices

Roll Call – (Attendees Noted by District Clerk)

Present were:

Board Members

- Debbie Adams-Kaden
- Josephine Martino
- Brian J. Sales
- Robert Scheid
- Peter Wunsch

BOCES Staff

- Michael Flynn (Chief Operating Officer)
- Joanne Klein (District Clerk)
- Staff Members

Absent

- Ilene Herz, Esq.
- Jeannette Santos

Call to Order/Pledge of Allegiance (District Clerk)

The Organizational meeting was called to order at 5:52 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 2026-27 School Year

The Oath of Office of the Chief Operating Officer was administered by Mrs. Klein to Mr. Michael Flynn for the 2026-27 school year.

Administration of Oath of Office to Newly Elected Board Members – Jeannette Santos and Robert Scheid

The Oath of Office was administered by Mrs. Klein to the newly elected Western Suffolk BOCES Board members.

Of note, Mrs. Santos was unable to be in attendance for this meeting. The Oath of Office was administered by Mrs. Klein to Mrs. Santos on Tuesday, July 21, 2026.

Jeannette Santos 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 21, 2026.

Election of Officers for 2026-27 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. Adams-Kaden. 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. Adams-Kaden 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 Debbie Adams-Kaden for Vice President, seconded by Board member Mr. Scheid. 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 Mr. Scheid and the Board voted unanimously to close nominations. The Board voted unanimously and elected Debbie Adams-Kaden 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. Adams-Kaden by Mrs. Klein.

Mr. Sales then asked for nominations for District Clerk of the Board of Education for Western Suffolk BOCES. Mr. Scheid nominated Joanne Klein for District Clerk, seconded by Ms. Martino. 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. Scheid motioned to close nominations, seconded by Ms. Martino 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 2026-27 School Year

On motion by Mr. Scheid, seconded by Mr. Wunsch, the members of the Board voted unanimously to approve the Appointment of Officers for the 2026-27 School Year as indicated.

1. Clerk	Ms. Joanne Klein	(as per Managerial & Confidential Schedule) +\$11,100
2. Deputy Clerk	Ms. Maria Gambino	(as per Managerial & Confidential Schedule) +\$2,000
3. Treasurer	Ms. Cheryl Bruckner	(as per Managerial & Confidential Schedule) +\$2,800
4. Deputy Treasurer	Ms. Christina Anderson	(as per Managerial & Confidential Schedule) +\$1,500

Other Appointments

On motion by Mr. Scheid, seconded by Mr. Wunsch, the members of the Board voted unanimously to approve Other Appointments for the 2026-27 School Year as indicated.

1. Claims Auditor	Ms. Jeanine Minor	(as per Managerial & Confidential Schedule)
2. Counsel	Dr. Hugh Gigante	

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| a) General Counsel | Van Nostrand & Martin | (as per Retainer rate: \$46,587) |
| b) Labor Relations Counsel | Guercio & Guercio, LLP | (as per Retainer rate: \$67,000 and contract hourly rate: \$285/hr attorneys) |
3. Independent Auditors

a) External Audit of School Fiscal Year 2026-2027 (ending 6/30/27) Bonadio and Co. LLP	(as per RFP #22/23-03P-E4I-LH) \$50,700
b) Internal Auditor Nawrocki & Smith	(as per RFP #22/23-50P-EI-LH) \$26,000
 4. School Physicians

a) Student Physician & Student Exams	Dr. Harvey Miller	\$2,500	Special Education
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 5. Payroll Certification Officers

Mr. Michael Flynn
Mr. Warren Taylor
 6. School Purchasing Agent

a) Assistant School Purchasing Agent	Ms. Lorraine Hein
	Ms. Mary Bradley
 7. Freedom of Information Officer

Ms. Erin Niemczyk

 8. Records Management Officer

Ms. Erin Niemczyk

 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. Alison Quinlan

11. Designated Liaison for Education of Homeless Children and Youth	Ms. Alison Quinlan
12. Designated Wellness Coordinator	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. Scheid, seconded by Mr. Wunsch, 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 2026-27 school year.

Designation of Depositories for 2026-27 School Year

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

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

On motion by Mr. Scheid, seconded by Mr. Wunsch, 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 Mr. Wunsch, the Board approved Item 12, Designation of Official

Newspapers for the Agency for the 2026-27 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 Mr. Wunsch, 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 2026-27 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 Mr. Wunsch, 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 2026-27 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 2026-27 school year.

Establishment of Petty Cash Accounts

On motion by Mr. Scheid, seconded by Mr. Wunsch, the Board voted unanimously to approve Establishment of Petty Cash Accounts for the school year 2026-27 as per schedule designated as Encl. 15 and is incorporated with the official minutes of this meeting.

Approval of Board Memberships for 2026-27

On motion by Mr. Scheid, seconded by Mr. Wunsch, 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 2026-27 school year as follows:

Approval for Board Memberships 2026-27

	<u>Estimated Amount</u>
1) Nassau-Suffolk School Boards Association	\$ 4,500.
2) New York State School Boards Association	\$14,000.
3) National School Boards Association	\$ 2,800.
• 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	\$ 1,550.
6) BOCES Educational Consortium	\$ 2,200.
7) The Council of School Superintendents (Superintendent) – NYS	\$ 2,600.
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 Mr. Wunsch, the Board voted unanimously to approve the re-adoption of Policy #4310, Purchasing Procedures, for the 2026-27 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 Mr. Wunsch, the Board voted unanimously to approve re-adoption of Policy #4420, Personal Property Accountability, for the 2026-27 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 Mr. Wunsch, the Board voted unanimously for re-adoption of Policy #4423, Acceptance of Gifts, Grants and Bequests to WS BOCES for the 2026-27 school year.

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

Executive Session

At 6:04 p.m. on motion made by Mr. Wunsch, seconded by Mr. Scheid, the Board agreed to adjourn the Organizational Meeting and move to the Executive Session to discuss ongoing negotiations and the performance of two particular employees.

Organizational Meeting

At 7:03 p.m. on motion made by Mr. Wunsch, seconded by Ms. Martino the Board agreed to adjourn the Executive Session and move into the Organizational Meeting.

Adjournment

At 7:05 p.m. on motion made by Mr. Wunsch, seconded by Mr. Scheid the Board agreed to adjourn the Organizational Meeting and move to the Regular Meeting.



Joanne Klein
District Clerk