

**MOUNT SINAI BOARD OF EDUCATION
MOUNT SINAI UNION FREE SCHOOL DISTRICT
Mount Sinai, New York 11766**

Middle School

**Reorganization Meeting
Agenda**

**July 6, 2017
8:00 p.m.**

PRESIDING OFFICER – Gordon Brosdal

SALUTE TO THE FLAG

I. OATH OF OFFICE - New Board Members - Administered by Maureen Poerio

Edward Law, Robert P. Sweeney, Peter Van Middlelem

II. REORGANIZATION

A. Election of Officers

1) Election of President

2) Election of Vice President

B. Oath of Office to New Officers – Administered by Maureen Poerio

C. School District Officers/Board Appointees

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby approves Appointments 1 through 5 as listed.

1) Appointment of District Clerk – Maureen Poerio

The Mount Sinai Board of Education hereby appoints Maureen Poerio as District Clerk for the fiscal year 2017-18 as per agreement.

2) Appointment of District Treasurer – Lynne Kirchenko

The Mount Sinai Board of Education hereby appoints Lynne Kirchenko as District Treasurer, at the pleasure of the Board, for the fiscal year 2017-18 as per agreement.

3) Appointment of Deputy District Treasurer

The Mount Sinai Board of Education hereby appoints the Superintendent of Schools and/or the Assistant Superintendent for Business as Deputy District Treasurer, at the pleasure of the Board, for the fiscal year 2017-18.

4) Appointment of Claims Auditor – Marie Johnson

The Mount Sinai Board of Education hereby appoints Marie Johnson as Claims Auditor, at the pleasure of the Board, for the fiscal year 2017-18 as per agreement.

5) Appointment of Deputy Claims Auditor – Lisa Krulder

The Mount Sinai Board of Education hereby appoints Lisa Krulder as Deputy Claims Auditor, at the pleasure of the Board, for the fiscal year 2017-18.

D. Other Appointments

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby approves Appointments 1 through 22 as listed.

1) Appointment of School Physician – Dr. John Gill

The Mount Sinai Board of Education hereby appoints Rocky Point Medical Care, Dr. John Gill as School Physician for the 2017-18 fiscal year at the rate of \$10.00 per student physical and \$25.00 per in office student/new employee physical.

2) Appointment of School Attorney – Kevin Seaman

The Mount Sinai Board of Education hereby appoints Kevin Seaman as School District Attorney for the fiscal year 2017-18 at an hourly rate not to exceed \$230.

3) Appointment of External Auditor – Cullen & Donowski

The Mount Sinai Board of Education hereby appoints Cullen & Donowski as External Auditors for the 2017-18 fiscal year in an amount not to exceed \$49,500.

4) Appointment of Internal Auditor – Rizzi, Schwarz & Taraskas

The Mount Sinai Board of Education hereby appoints Rizzi, Schwarz & Taraskas as Internal Auditors for the fiscal year 2017-18 in an amount not to exceed \$19,000.

5) Appointment of Purchasing Agents

The Mount Sinai Board of Education hereby appoints the Superintendent of Schools and/or the Assistant Superintendent for Business as Purchasing Agents for the fiscal year 2017-18.

6) Appointment of Extra Classroom Funds Personnel

The Mount Sinai Board of Education hereby appoints the following persons as officers of the Extra Classroom Activity Fund for the 2017-18 fiscal year. The signatures required for this fund will be the Central Treasurer and the High School Principal or the Middle School Principal.

Central Treasurer - Maureen Poerio

High School Chief Faculty Counselor - Robert Grable

Middle School Chief Faculty Counselor - Peter Pramataris

7) Appointment of Title IX Coordinator – Elizabeth Hine

The Mount Sinai Board of Education hereby appoints Elizabeth Hine as Title IX Coordinator for the fiscal year 2017-18.

8) Appointment of Health Education Coordinator – Scott Reh

The Mount Sinai Board of Education hereby appoints Scott Reh as Health Education Coordinator for the fiscal year 2017-18.

9) Appointment of Attendance Officers – Rob Catlin, Robert Grable and Peter Pramataris

The Mount Sinai Board of Education hereby appoints Rob Catlin, Robert Grable and Peter Pramataris as Attendance Officers for the fiscal year 2017-18.

10) Appointment of Records Access Officer – Maureen Poerio

The Mount Sinai Board of Education hereby appoints Maureen Poerio as Records Access Officer for the fiscal year 2017-18.

11) Appointment of Records Management Officer – Superintendent of Schools

The Mount Sinai Board of Education hereby appoints the Superintendent of Schools as Records Management Officer for the fiscal year 2017-18.

12) Appointment of Asbestos (LEA) Designee – Dwight Lukasz

The Mount Sinai Board of Education hereby appoints Dwight Lukasz as Asbestos (LEA) Designee for the fiscal year 2017-18.

13) Appointment of Board of Registration

The Mount Sinai Board of Education hereby appoints Marie Johnson, Nancy Massi, Christine Sfakis, and Joann Alfaro as members of the Board of Registration for the 2017-18 fiscal year.

14) Appointment of District Committee on Special Education Members

The Mount Sinai Board of Education hereby appoints the following persons to serve as Members of the District Committee on Special Education for the 2017-18 fiscal year:

- Special Education Director – Chairperson/Psychologist
- Elementary School Psychologist – Co-Chairperson/Psychologist
- Middle School Psychologist – Co-Chairperson/Psychologist
- High School Psychologist – Co-Chairperson/Psychologist
- Dr. Gill – Physician
- Parent
- Child’s Teacher
- Child’s Parent
- Special Education Teacher
- Student As Appropriate

15) Appointment of Elementary Sub-Committee on Special Education Members

The Mount Sinai Board of Education hereby appoints the following persons to serve as Members of the Elementary Sub-Committee on Special Education for the 2017-18 fiscal year:

- Elementary School Psychologist - Subcommittee Chairperson/Psychologist
- Dr. Gill - Physician
- Child’s Teacher
- Child’s Parent
- Special Education Teacher
- Student As Appropriate

16) Appointment of Middle School Sub-Committee on Special Education Members

The Mount Sinai Board of Education hereby appoints the following persons to serve as Members of the Middle School Sub-Committee on Special Education for the 2017-18 fiscal year:

- Middle School Psychologist – Subcommittee Chairperson/Psychologist
- Dr. Gill – Physician
- Child’s Teacher
- Child’s Parent
- Special Education Teacher
- Student As Appropriate

17) Appointment of High School Sub-Committee on Special Education Members

The Mount Sinai Board of Education hereby appoints the following persons to serve as Members of the High School Sub-Committee on Special Education for the 2017-18 fiscal year:

- High School Psychologist – Subcommittee Chairperson/Psychologist

Dr. Gill - Physician
Child's Teacher
Child's Parent
Special Education Teacher
Student As Appropriate

18) Appointment of Committee on Preschool Special Education Members

The Mount Sinai Board of Education hereby appoints the following persons to serve as Members of the Committee on Preschool Special Education for the 2017-18 fiscal year:

Special Education Director - Chairperson/Psychologist
Elementary School Psychologist – Subcommittee Chairperson/Psychologist
Dr. Gill – Physician
Child's Special Education Teacher/Evaluator
Suffolk County Department of Health
Early Intervention Transitional Personnel As Appropriate
Child's Parent
Student As Appropriate

19) Appointment of Bond Counselors

The Mount Sinai Board of Education hereby appoints the firm of Fulbright and Jaworski L.L.P. as Bonding Counselors for the Mount Sinai School District for the fiscal year 2017-18 at a rate not to exceed \$13,000.

20) Appointment of Audit Committee

The Mount Sinai Board of Education hereby reaffirms for the fiscal year 2017-18 that the Audit Committee is comprised of the full membership of the Board of Education and will act as per the guidelines established in the Audit Committee Charter.

21) Appointment of District Employee to Collect Certified Payrolls

The Mount Sinai Board of Education hereby appoints the Claims Auditor as the District Employee responsible for collecting certified payrolls from contractors for the 2017-18 fiscal year.

22) Appointment of District DASA Coordinator

The Mount Sinai Board of Education hereby appoints Elizabeth Hine as the District's DASA Officer for the 2017-18 fiscal year.

E. Designations

RESOLVED, upon the recommendation of the Superintendent, the Board of Education hereby approves Designations 1 through 4 as follows:

1) Designation of Bank Depositories

The Mount Sinai Board of Education hereby designates the following banks as the depositories for the fiscal year 2017-18. In addition, the Mount Sinai Board of Education hereby designates JP Morgan Chase Bank, Bank of New York, Citibank, and Bank of America for accepting quotes on Certificates of Deposits.

HSBC: General Fund, General Fund Money Market, Payroll, Trust & Agency, Elizabeth Walters Scholarship, Lunch Fund, Dental – Non-Instructional, Dental – Instructional, Workers' Compensation, Capital Fund, ECIA Title I-F, Special Education Summer Program-J, Title VI-K, Title II A-O, Extracurricular Fund

CHASE – Employee Benefit Accrued Liability Reserve, Employee Retirement System, General Fund – Money Market, Debt Service

Bank of New York - Collateral

2) Designation of Official Newspapers – Port Times Record and Newsday

The Mount Sinai Board of Education hereby designates the Village Beacon Record Newspaper and Newsday as the Mount Sinai School District official newspapers for the fiscal year 2017-18.

3) Appointment of Architects

The Mount Sinai Board of Education hereby designates H2M Group as the District’s Architectural firm for the fiscal year 2017-18.

4) Designation of Petty Cash Officers

The Mount Sinai Board of Education hereby designates the following persons as Petty Cash Fund Officers for the fiscal year 2017-18.

Elementary School	\$100.00 - Principal
Middle School	\$100.00 - Principal
Senior High School	\$100.00 - Principal
District Office	\$100.00 - Executive Administrative Assistant
Home Ec. Department	\$100.00 - Home Ec. Teacher and Principal of the Middle School and High School
Interscholastics	\$100.00 - Athletic Director

F. Internal Financial Management Procedures

The Mount Sinai Board of Education will continue for the fiscal year 2017-18 its present policy regarding authority to sign checks wherein:

- the payroll account checks require the signature or facsimile signature of the Treasurer or Deputy Treasurer
- all other accounts require the two signatures or facsimile signatures of either the President or District Clerk and the Treasurer or Deputy Treasurer
- checks in amounts of \$10,000 or greater require live signatures except:
 - a) checks in remittance of payroll taxes, payroll and employee deductions
 - b) checks for inter-account transfers
 - c) checks to reimburse the lunch contractor
 - d) checks to reimburse the bus contractor
 - e) checks in payment of utility services when delay may result in late penalties
 - f) checks in payment of school insurance premiums

G. Wire Transfers

The Mount Sinai Board of Education hereby authorizes the Treasurer or Deputy Treasurer to make wire transfers for the fiscal year 2017-18.

H. Bonding

The Mount Sinai Board of Education hereby establishes the amount of the Bonding of the District Treasurer to be \$1,000,000 for the fiscal year 2017-18.

I. Authorizations

1) State Reports

The Mount Sinai Board of Education hereby authorizes the signature of either the Superintendent or Executive Administrative Assistant on Health, Federal and State Reports for the 2017-18 fiscal year.

2) Payroll Certification Officers

The Mount Sinai Board of Education hereby authorizes the signature of either the Superintendent or Executive Administrative Assistant to certify payrolls for the 2017-18 fiscal year.

J. Other

The Mount Sinai Board of Education hereby re-adopts all Policies and Code of Ethics in effect during the previous year.

REGULAR MONTHLY BOARD MEETING

III. APPROVAL OF MINUTES

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby accepts the minutes of the June 13, 2017 meeting as submitted.

IV. 15 MINUTE COMMUNITY QUESTION PERIOD (Questions must relate to the agenda) – Once recognized by the Board President, please identify yourself before addressing the Board.

V. PERSONNEL

A. Instructional Appointments

1. Foreign Language Teacher – Erin Pipe

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby approves the following probationary appointment:

Name of Employee:	Erin Pipe
Appointment Date:	August 29, 2017
Expiration of Appointment:	August 28, 2021
Tenure Area:	Foreign Language
Compensation:	Step A, BA
Certification Status:	Initial

2. Foreign Language Teacher – Connor Sussillo

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby approves the following probationary appointment:

Name of Employee:	Conor Sussillo
Appointment Date:	August 29, 2017
Expiration of Appointment:	August 28, 2021
Area:	Foreign Language
Compensation:	Step A, MA
Certification Status:	Initial

3. English Teacher – Kelly Doran

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby approves the following probationary appointment:

Name of Employee: Kelly Doran
Appointment Date: August 29, 2017
Expiration of Appointment: August 28, 2021
Tenure Area: English Teacher
Compensation: Step A, MA
Certification Status: Initial

4. Physical Education – Brandon Loomis

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby approves the following part-time appointment:

Name of Employee: Brandon Loomis
Appointment Date: August 29, 2017
Area: Physical Education
Compensation: Step A, MA (.8 position)
Certification Status: Initial

B. Other Appointments

1. Energy Manager

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby appoints Chris Heil as Energy Education Manager for the 2017-18 fiscal year at a rate of \$35/hr. (not to exceed \$15,000).

2. Adult Education

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby appoints Elizabeth Hine as Adult Education Director for the 2017-18 fiscal year as per the Administrators' Contract.

3. Substitute Teacher Dispatcher

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby appoints Matthew Dyroff as Substitute Teacher Dispatcher for the 2017-18 fiscal year as per the Administrators' contract.

VI. ACTION ITEMS

A. Committee on Special Education

Resolved, upon the recommendation of the Superintendent, the Board of Education has no objections to the following Special Education recommendations and approves the authorization for the funds to implement the Special Education programs and services consistent with such.

Special Education Committee	Meeting Date
Preschool	February 28, 2017
Elementary School	April 6, 2017
Elementary School	April 17, 2017

Elementary School	April 18, 2017
Elementary School	April 26, 2017
Elementary School	May 10, 2017
Elementary School	May 23, 2017
Elementary School	May 31, 2017
Elementary School	June 13, 2017
Elementary School	June 16, 2017
Elementary School	June 20, 2017
Middle School	March 8, 2017
Middle School	March 9, 2017
Middle School	March 13, 2017
Middle School	May 18, 2017
Middle School	May 19, 2017
Middle School	May 22, 2017
Middle School	June 2, 2017
Middle School	June 6, 2017
Middle School	June 9, 2017
Middle School	June 14, 2017
Middle School	June 16, 2017
Middle School	June 16, 2017
High School	April 7, 2017
High School	May 1, 2017
High School	May 2, 2017
High School	May 5, 2017
High School	May 8, 2017
High School	May 10, 2017
High School	May 11, 2017
High School	May 11, 2017
High School	May 12, 2017
High School	May 17, 2017
High School	May 22, 2017
High School	May 23, 2017
High School	June 8, 2017
High School	June 15, 2017
Out of District	March 31, 2017
Out of District	April 4, 2017
Out of District	April 21, 2017
Out of District	May 12, 2017
Out of District	May 15, 2017
Out of District	June 7, 2017

B. Obsolete Equipment

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby declares the following items as obsolete and further authorizes disposal as listed:

Item	Tag/Serial Number	Location	Disposal
Yamaha Clavinova CVP-70	#000442	Music Department	Discard
Library Magazine Rack	#3966	Middle School	Discard

Hot Air Balloon	#8717	Middle School	Discard
Air Compressor	#0772	Middle School	Discard

C. Championship Rings

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby acknowledges the following individuals/organizations for the purchase of Championship Rings from Josten’s for the Varsity Girls Lacrosse team:

- Mt. Sinai Teachers’ Association - \$500
- Anonymous Donor - \$1,000

D. Out of District Late Bus Transportation

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby extends the Out-of-District Late Bus Service Transportation contract for the 2017-18 school year to Acme Bus Corporation, at the May, 2017 Consumer Price Index for all urban consumers, New York-Northeastern New Jersey area.

E. Donation

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby accepts a check in the amount of \$239.56 donated to Mount Sinai High School through Stop & Shop’s A+ Program.

F. Bid Award – Breakfast/Lunch

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby awards the bid for Breakfast/Lunch Services to Whitsons School Nutrition Corp., the lowest responsible bidder, for the cost per meal as indicated below:

Program	Management Fee	+	Direct Cost	=	Total Per Meal
Breakfast 2017-18	.1635	+	2.2521	=	2.4156
Lunch 2017-18	.1635	+	3.0622	=	3.2257

QUESTIONS AND COMMENTS FROM THE COMMUNITY

ADJOURN