

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

**Middle School**

**Reorganization Meeting  
Agenda**

**July 2, 2018  
8:00 p.m.**

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**PRESIDING OFFICER – Gordon Brosdal**

**SALUTE TO THE FLAG**

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

Stephen Koepper, Michael Riggio

**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 2018-19 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 2018-19 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 2018-19.

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 2018-19 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 2018-19.

D. Other Appointments

**Resolved, upon the recommendation of the Superintendent, the Board of Education hereby approves Appointments 1 through 21 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 2018-19 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 2018-19 at an hourly rate not to exceed \$230.

3) 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 2018-19 in an amount not to exceed \$20,000.

4) 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 2018-19.

5) 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 2018-19 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

6) 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 2018-19.

7) 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 2018-19.

8) 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 2018-19.

9) 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 2018-19.

10) 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 2018-18.

11) Appointment of Asbestos (LEA) Designee – Robert Dushnick

The Mount Sinai Board of Education hereby appoints Robert Dushnick as Asbestos (LEA) Designee for the fiscal year 2018-19.

12) 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 2018-19 fiscal year.

13) 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 2018-19 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

14) 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 2018-19 fiscal year:

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

15) 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 2018-19 fiscal year:

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

16) 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 2018-19 fiscal year:

High School Psychologist – Subcommittee Chairperson/Psychologist  
Dr. Gill - Physician  
Child’s Teacher  
Child’s Parent  
Special Education Teacher

Student As Appropriate

17) 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 2018-19 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

18) 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 2018-19 at a rate not to exceed \$20,000.

19) Appointment of Audit Committee

The Mount Sinai Board of Education hereby reaffirms for the fiscal year 2018-19 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.

20) 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 2018-19 fiscal year.

21) Appointment of District DASA Coordinator

The Mount Sinai Board of Education hereby appoints Elizabeth Hine as the District’s DASA Officer for the 2018-19 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 2018-19. 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, Capital Reserve, 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 2018-19.

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 2018-19.

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

F. Internal Financial Management Procedures

The Mount Sinai Board of Education will continue for the fiscal year 2018-19 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 2018-19.

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 2018-19.

I. Authorizations

1) State Reports

The Mount Sinai Board of Education hereby authorizes the signature of either the Superintendent or Executive Assistant on Health, Federal and State Reports for the 2018-19 fiscal year.

2) Payroll Certification Officers

The Mount Sinai Board of Education hereby authorizes the signature of either the Superintendent or Executive Assistant to certify payrolls for the 2018-19 fiscal year.

J. Other

1) District Policies/Code of Ethics

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

**REGULAR MONTHLY BOARD MEETING**

**III. BOND PRESENTATION – H2M Architect Saverio Belafiore**

**IV. APPROVAL OF MINUTES**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby accepts the minutes of the June 12, 2018 meeting as submitted.

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

**VI. PERSONNEL**

**A. Resignations**

**1. Dwight Lukasz – Chief Custodian**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby accepts the resignation, for retirement purposes, of Dwight Lukasz, Chief Custodian, effective July 28, 2018.

**2. Elena Graham – Clerk Typist**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby accepts the resignation of Elena Graham, Clerk Typist, effective August 21, 2018.

**3. Christopher Rossi – Groundskeeper I**

Resolved, pursuant to Section 71 of the New York Civil Service Law, and upon the recommendation of the Superintendent, the Board of Education hereby discharges Christopher Rossi, Groundskeeper I, effective July 3, 2018.

**B. Administrative Appointment**

**Facilities Director – Scott Reh**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby approves the Memorandum of Agreement dated July 2, 2018, with regard to additional administrative responsibilities assigned to Scott Reh as Facilities Director.

**C. Instructional Appointments**

**School Guidance Counselor – Elena Graham**

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

Name of Employee:	Elena Graham
Appointment Date:	August 29, 2018
Expiration of Appointment:	August 28, 2022
Tenure Area:	School Guidance Counselor
Compensation:	Step A, MA
Certification Status:	Initial

**D. Non-Instructional Appointment**

**1. Custodial Worker III – Paul Resti**

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

Name of Employee:	Paul Resti
Appointment Date:	June 25, 2018
Area:	Custodial Worker III
Compensation:	Step 18

**2. Groundskeeper I – Richard Smoot**

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

Name of Employee:	Richard Smoot
Appointment Date:	July 9, 2018
Area:	Groundskeeper I
Compensation:	Step 1

**3. Substitute Custodian - Ryan Ammirato**

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

Name of Employee:	Ryan Ammirato
Appointment Date:	July 3, 2018
Area:	Substitute Custodian
Compensation:	\$13.25/hr.

**E. Other Appointments**

**1. Adult Education**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby appoints Elizabeth Hine as Adult Education Director for the 2018-19 fiscal year as per the Administrators' Contract.

**2. Substitute Teacher Dispatcher**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby appoints Matthew Dyroff as Substitute Teacher Dispatcher for the 2018-19 fiscal year as per the Administrators' contract.

**3. Coaching Appointments**

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

<i>Name of Employee</i>	<i>Appointment Date</i>	<i>Area</i>	<i>Compensation</i>
Frank LaBianca (replacing Harold Drumm)	July 3, 2018	MS Cross Country	Step 4
Kevin Chartrand	July 3, 2018	Varsity Football	Volunteer

**VII. 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.

<b>Special Education Committee</b>	<b>Meeting Date</b>
Preschool	May 14, 2018
Preschool	June 6, 2018
Elementary School	May 16, 2018
Elementary School	June 1, 2018
Elementary School	June 7, 2018
Elementary School	June 11, 2018
Elementary School	June 12, 2018
Middle School	April 19, 2018
Middle School	April 23, 2018
Middle School	April 25, 2018
Middle School	April 27, 2018
Middle School	June 5, 2018
Middle School	June 7, 2018
Middle School	June 7, 2018
Middle School	June 19, 2018
High School	March 20, 2018
High School	March 27, 2018
High School	March 29, 2018
High School	April 10, 2018



High School	April 12, 2018
High School	April 19, 2018
High School	April 23, 2018
High School	April 25, 2018
High School	April 26, 2018
High School	May 1, 2018
High School	May 2, 2108
High School	May 3, 2018
High School	May 9, 2018
High School	May 24, 2018
High School	May 31, 2018
High School	June 1, 2018
High School	June 6, 2018
High School	June 7, 2018
High School	June 18, 2018
Out of District	April 11, 2018
Out of District	April 13, 2018
Out of District	April 16, 2018
Out of District	April 27, 2018
Out of District	April 27, 2018
Out of District	March 7, 2018

**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:

<b>Item</b>	<b>Tag/Serial Number</b>	<b>Location</b>	<b>Disposal</b>
Band Saw	004825	Middle School	Discard
Band Saw	004824	Middle School	Discard
Compressor	001725	Middle School	Discard
19" Flat Screen	005319	Middle School	E-Waste
Apple TV	010576	High School	E-Waste
Document Stand	010451	High School	E-Waste
(3) Computer	005963, 005959, 005789	High School	E-Waste
Flash Drive	010667	High School	E-Waste
Notebook	010258	High School	E-Waste
(2) Printer – Laser	006239, 010583	High School	E-Waste
(3) Switch – Transceiver	007942, 007943, 007944	High School	E-Waste
UPS	007346	High School	E-Waste
(3) Wireless Adapter	010469, 010471, 010398	High School	E-Waste

**C. Amended Meal Payment and Charge Policy**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby approves the first reading of the amended **Meal Payment and Charge Policy**.

**VIII. QUESTIONS AND COMMENTS FROM THE COMMUNITY**

**IX. ADJOURN**