

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

Date: July 6, 2017
Kind of Meeting: Reorganization and Regular Monthly Meeting
Members Present: Ms. Kerri Anderson, Ms. Lynn Capobianco, Ms. Lynn Jordan, Mr. Edward Law, Mr. Michael Riggio, Mr. Robert Sweeney, Mr. Peter Van Middlelem
Members Absent: None
Others Present: Mr. Gordon Brosdal, Superintendent of Schools; Ms. Maureen Poerio, District Clerk

Ms. Capobianco called the meeting to order at 6:30 p.m.

**Opening of
Meeting**

Mr. Riggio moved, seconded by Ms. Anderson, to convene to Executive Session at 6:31 p.m. to discuss a particular personnel matter.

**MOTION CARRIED UNANIMOUSLY (7-0) Executive
Session**

Mr. Law moved, seconded by Ms. Anderson, to adjourn Executive Session at 7:30 p.m.

Mr. Brosdal called the meeting to order at 8:00 p.m. following the salute to the flag.

**Reorganization
Meeting**

Ms. Poerio administered the Oath of Office to newly elected Board of Education members, Edward Law, Robert Sweeney, and Peter Van Middlelem.

**Oath of
Office**

Election of Officers

Mr. Van Middlelem moved, seconded by Ms. Jordan, to nominate Robert Sweeney as President.
Mr. Riggio moved, seconded by Mr. Law, to nominate Lynn Capobianco as President.

**Election
of
President**

Those voting for Mr. Sweeney:

Ms. Jordan
Mr. Sweeney
Mr. Van Middlelem

Those voting for Ms. Capobianco:

Ms. Anderson
Ms. Capobianco
Mr. Law
Mr. Riggio

Lynn Capobianco was elected President of the Board of Education.

Mr. Law moved, seconded by Ms. Capobianco, to nominate Mike Riggio as Vice President.
Ms. Jordan moved, seconded by Mr. Sweeney, to nominate Pete Van Middlelem as Vice President.

**Election
of Vice
President**

Those voting for Mr. Riggio:

Ms. Anderson
Ms. Capobianco
Mr. Law
Mr. Riggio

Those voting for Mr. Van Middlelem:

Ms. Jordan
Mr. Sweeney
Mr. Van Middlelem

Michel Riggio was elected Vice President of the Board of Education.

Ms. Poerio administered the Oath of Office to newly elected Board President, Lynn

Oath of

Capobianco, and Vice President, Michael Riggio.

Office

School District Officers/Board Appointees

Mr. Riggio moved, seconded by Mr. Law, that the Mount Sinai Board of Education hereby appoints Maureen Poerio as District Clerk for the fiscal year 2017-18 as per agreement.

District Clerk

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Law, that 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.

District Treasurer

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Law, that 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.

Deputy District Treasurer

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Law, that 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.

Claims Auditor

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Law, that the Mount Sinai Board of Education hereby appoints Lisa Krulder as Assistant to the Claims Auditor, at the pleasure of the Board, for the fiscal year 2017-18.

Assistant to the Claims Auditor

MOTION CARRIED UNANIMOUSLY (7-0)

Other Appointments

Ms. Anderson moved, seconded by Mr. Riggio, that 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.

School Physician

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that 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.

School Attorney

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that 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.

External Auditors

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby appoints Rizzi, Schwarz & Taraskas as Internal Auditors for the fiscal year 2017-18 in an amount

Internal Auditor

not to exceed \$19,000.

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that 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.

**Purchasing
Agents**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that 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.

**Extra
Classroom
Funds
Personnel**

Central Treasurer - Maureen Poerio
High School Chief Faculty Counselor - Robert Grable
Middle School Chief Faculty Counselor - Peter Pramataris

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby appoints Elizabeth Hine as Title IX Coordinator for the fiscal year 2017-18.

**Title IX
Coordinator**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby appoints Scott Reh as Health Education Coordinator for the fiscal year 2017-18.

**Health
Education
Coordinator**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby appoints Rob Catlin, Robert Grable and Peter Pramataris as Attendance Officers for the fiscal year 2017-18.

**Attendance
Officers**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby appoints Maureen Poerio as Records Access Officer for the fiscal year 2017-18.

**Records
Access
Officer**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby appoints the Superintendent of Schools as Records Management Officer for the fiscal year 2017-18.

**Records
Management
Officer**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby appoints Dwight Lukasz as Asbestos (LEA) Designee for the fiscal year 2017-18.

**LEA
Designee**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that 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.

**Board of
Registration**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that 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:

**District
CSE**

- 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

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that 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 CSE**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that 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 CSE**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that 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
CSE**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby **Preschool CSE**
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

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby **Bond**
appoints the firm of Fulbright and Jaworski L.L.P. as Bond Counselors District for the fiscal year **Counselors**
2017-18 at a rate not to exceed \$13,000.

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby **Audit**
Reaffirms for the fiscal year 2017-18 that the Audit Committee is comprised of the full membership **Committee**
of the Board of Education and will act as per the guidelines established in the Audit Committee Charter.

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby **Contractor**
appoints the Internal Claims Auditor as the District Employee responsible for collecting certified **Certified**
payrolls from contractors for the 2017-18 school year. **Payrolls**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby **DASA**
appoints Elizabeth Hine as the District’s DASA Officer for the 2017-18 fiscal year. **Officer**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Law, that the Mount Sinai Board of Education hereby **Bank**
designates the following banks as the depositories for the fiscal year 2017-18. In addition, the Mount **Depositories**
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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Sweeney, that the Mount Sinai Board of Education hereby Designates The Village Beacon Record Newspaper and Newsday as the District official newspapers for the fiscal year 2017-18.

**Official
Newspaper**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Ms. Jordan, that the Mount Sinai Board of Education hereby designates H2M Group as the District’s Architectural firm for the fiscal year 2017-18.

Architects

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Jordan moved, seconded by Mr. Riggio, that the Mount Sinai Board of Education hereby designates the following persons as Petty Cash Fund Officers for the fiscal year 2017-18.

**Petty
Cash
Officers**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Van Middlelem, that the Mount Sinai Board of Education will continue for the fiscal year 2017-18 its present policy regarding authority to sign checks wherein:

**Internal
Financial
Management**

- 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

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Law, that the Mount Sinai Board of Education hereby authorizes the Treasurer or Deputy Treasurer to make wire transfers for the fiscal year 2017-18.

Wire Transfers

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Riggio, that 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.

Bonding

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Riggio, that 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 fiscal year 2017-18.

State Reports

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Riggio, that 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.

Payroll Certification

MOTION CARRIED UNANIMOUSLY (7-0)

REGULAR MONTHLY BOARD MEETING

Ms. Jordan moved, seconded by Mr. Riggio, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the minutes of the June 13, 2017 meeting as submitted.

Minutes

MOTION CARRIED UNANIMOUSLY (7-0)

Questions and comments from the audience were addressed by the Board and Superintendent.

Agenda Items

Mr. Brosdal reviewed the District's 2016-17 Regents scores.

Superintendent's Report

PERSONNEL

Mr. Riggio moved, seconded by Mr. Law, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following probationary appointment:

Foreign Language

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

Erin Pipe

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following probationary appointment:

Foreign Language

Name of Employee: Conor Sussillo

Conor

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

Sussillo

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Ms. Jordan, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following probationary appointment:

English

Name of Employee: Kelly Doran
Appointment Date: August 29, 2017
Expiration of Appointment: August 28, 2020 (one year Jarema credit)
Tenure Area: English Teacher
Compensation: Step A, MA
Certification Status: Initial

**Kelly
Doran**

**Those in Favor – 5
Abstention – Mr. Sweeney, Mr. Van Middlelem
MOTION CARRIED**

Mr. Law moved, seconded by Mr. Riggio, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following part-time appointment:

**Physical
Education**

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

**Brandon
Loomis**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Ms. Jordan, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following appointment:

**Office
Applications
Specialist**

Name of Employee: Jaime Shurbet
Appointment Date: August 1, 2017
Area: Office Applications Specialist
Compensation: Step 3 (Clerk Typist Column)

**Jamie
Shurbet**

**Those in Favor - 6
Those Opposed – Mr. Van Middlelem
MOTION CARRIED**

Mr. Sweeney moved, seconded by Ms. Jordan to table the motion to appoint Chris Heil as the Energy Education Manager for the 2017-18 fiscal year.

**Energy
Manager**

MOTION TABLED UNANIMOUSLY (7-0)

TABLED

Mr. Riggio moved, seconded by Mr. Law, that 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.

**Adult
Education
Director**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that upon 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.

**Substitute
Teacher
Dispatcher**

MOTION CARRIED UNANIMOUSLY (7-0)

ACTION ITEMS

Mr. Van Middlelem moved, seconded by Mr. Riggio, that 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.

**Committee
on Special
Education**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Sweeney, that upon the recommendation of the Superintendent, the Board of Education hereby declares the following items as obsolete and further authorizes disposal as listed:

Obsolete Equipment

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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Riggio, that 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:

Championship Rings

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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Ms. Jordan, that 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.

Out of District Late Bus Transportation

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Jordan moved, seconded by Mr. Riggio, that 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.

Donation

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Van Middlelem, that 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:

Bid Award
**Breakfast/
Lunch**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Questions and comments from the community were addressed by the Board of Education and Superintendent.

Community Discussion

Mr. Sweeney moved, seconded by Mr. Law, to adjourn the meeting at 8:50 p.m.

Adjourn

Respectfully submitted,

**Maureen Poerio
District Clerk**