

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

Date: July 2, 2018
Kind of Meeting: Reorganization/Regular Meeting
Members Present: Mr. Robert Sweeney, President; Ms. Lynn Jordan, Vice President; Ms. Kerri Anderson, Trustee;
Mr. Steve Koepper, Trustee; Mr. Edward Law, Trustee; Mr. Mike Riggio, Trustee; Mr. Peter
Van Middlelem, Trustee
Members Absent: None
Others Present: Mr. Gordon Brosdal, Superintendent of Schools; Ms. Linda F. Jensen, Assistant
Superintendent for Business; Ms. Maureen Poerio, District Clerk

The meeting was called to order at 7:00 p.m.

**Opening
of Meeting**

Ms. Anderson moved, seconded by Mr. Riggio, to convene to Executive Session at 7:00 p.m.
to meet with the District's External Auditor.

**Executive
Session**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Riggio, to adjourn Executive Session at 8:00 p.m.

**Adjourn
Exec. Session**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Brosdal called the meeting to order at 8:02 p.m. following the salute to the flag.

**Reorganization
Meeting**

Ms. Poerio administered the Oath of Office to newly elected Board of Education member s,
Stephen Koepper and Michael Riggio.

**Oath of
Office**

Election of Board Officers

Ms. Jordan moved, seconded by Mr. Riggio, to nominate Robert Sweeney as President.

**Election of
President**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Sweeney, to nominate Lynn Jordan as Vice President.

**Election
President**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Poerio administered the Oath of Office to the newly elected President, Robert Sweeney,
and Vice President, Lynn Jordan.

**Oath of
Office**

School District Officers/Board Appointees

Mr. Koepper moved, seconded by Ms. Jordan, that the Board of Education hereby appoints
Maureen Poerio as District Clerk for the fiscal year 2018-19 as per agreement.

**District
Clerk**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Koepper moved, seconded by Mr. Riggio, that the 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.

**District
Treasurer**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Koepper moved, seconded by Mr. Riggio, that the 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.

**Deputy
District
Treasurer**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Koepper moved, seconded by Mr. Riggio, that the 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.

**Claims
Auditor**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Koepper moved, seconded by Mr. Riggio, that the Board of Education hereby appoints Lisa Krulder as Deputy Claims Auditor, at the pleasure of the Board, for the fiscal year 2018-19.

**Deputy
Claims
Auditor**

MOTION CARRIED UNANIMOUSLY (7-0)

Other Appointments

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that Board of Education hereby appoints Dr. John Gill (Rocky Point Medical Care) 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.

**School
Physician**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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.

**School
Attorney**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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.

**Internal
Auditor**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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.

**Purchasing
Agents**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the Board of Education hereby

Extra

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.

**Classroom
Funds
Account**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the Board of Education hereby appoints Elizabeth Hine as Title IX Coordinator for the fiscal year 2018-19.

**Title IX
Coordinator**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the Board of Education hereby appoints Scott Reh as Health Education Coordinator for the fiscal year 2018-19.

**Health
Education**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the Board of Education hereby appoints Rob Catlin, Robert Grable and Peter Pramataris as Attendance Officers for the fiscal year 2018-19.

**Attendance
Officers**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the Board of Education hereby appoints Maureen Poerio as Records Access Officer for the fiscal year 2018-19.

**Records
Access
Officer**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the Board of Education hereby appoints the Superintendent of Schools as Records Management Officer for the fiscal year 2018-19.

**Records
Management
Officer**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the Board of Education hereby appoints Robert Dushnick as Asbestos (LEA) Designee for the fiscal year 2018-19.

**Asbestos
Designee**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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.

**Board of
Registration**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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:

**Committee
on Special
Education**

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)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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
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)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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
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)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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
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)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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:

**Preschool
CSE**

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)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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. **Bonding Counselors**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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. **Audit Committee**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the 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. **Certified Payrolls**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the Board of Education hereby appoints Elizabeth Hine as the District’s DASA Officer for the 2018-19 fiscal year. **DASA Officer**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Jordan moved, seconded by Mr. Koepper, that the 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. **Bank Depositories**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Law, that the Board of Education hereby designates the Village Beacon Record Newspaper and Newsday as the Mount Sinai School District official **Official Newspapers**

newspapers for the fiscal year 2018-19.

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Law, that the Board of Education hereby designates **Architects** H2M Group as the District's Architectural firm for the fiscal year 2017-18.

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Law, that the Board of Education hereby designates the following persons as Petty Cash Fund Officers for the fiscal year 2018-19. **Petty Cash**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Koepper moved, seconded by Ms. Jordan, that the 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

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Jordan moved, seconded by Mr. Riggio, that the Board of Education hereby authorizes the Treasurer or Deputy Treasurer to make wire transfers for the fiscal year 2018-19. **Wire Transfers**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Jordan moved, seconded by Mr. Riggio, that the 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. **Bonding**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Law, that the 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. **State Reports**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Law, that the Board of Education hereby authorizes the signature of either the Superintendent or Executive Assistant to certify payrolls for the 2018-19 fiscal year.

**Payroll
Certification**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Koepper, that the Board of Education hereby re-adopts all District Policies and Code of Ethics in effect during the previous year.

**Policies/
Ethics**

MOTION CARRIED UNANIMOUSLY (7-0)

REGULAR MONTHLY BOARD MEETING

Saverio Belafiore, H2M Architect, presented the proposed 2018 bond referendum and the projected costs associated with the project scope list. Design boards were shared with the audience highlighting the proposed areas under consideration.

**Bond
Presentation**

Mr. Riggio moved, seconded by Mr. Law, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the minutes of the June 12, 2018 meeting

Minutes

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

Agenda Items

PERSONNEL

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

**Resignation
Dwight
Lukasz**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Riggio, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the resignation of Elena Graham, Clerk Typist, effective August 21, 2018.

**Resignation
Elena Graham**

MOTION CARRIED UNANIMOUSLY (7-0)

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

**Discharge
Chris Rossi**

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 approves the Memorandum of Agreement dated July 2, 2018, with regard to additional administrative responsibilities assigned to Scott Reh as Facilities Director.

**Facilities
Director
Scott Reh**

MOTION CARRIED UNANIMOUSLY (7-0)

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

**Guidance
Counselor**

Name of Employee: Elena Graham
Appointment Date: August 29, 2018

**Elena
Graham**

Expiration of Appointment: August 28, 2022
 Tenure Area: School Guidance Counselor
 Compensation: Step A, MA
 Certification Status: Initial

MOTION CARRIED UNANIMOUSLY (7-0)

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

Custodian III

Paul Resti

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

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 approves the following appointment:

Custodian I

Richard Smoot

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

MOTION CARRIED UNANIMOUSLY (7-0)

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

**Substitute
Custodian**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem 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 2018-19 fiscal year as per the Administrators' Contract.

**Adult
Education
Director**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Van Middlelem, that 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.

**Substitute
Teacher
Dispatcher**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Koepper moved, seconded by Mr. Law, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following appointments:

**Coaching
Appointments**

<i>Name of Employee</i>	<i>Appointment Date</i>	<i>Area</i>	<i>Compensation</i>
Frank LaBianca	July 3, 2018	MS Cross Country	Step 4

(replacing Harold Drumm			
Kevin Chartrand	July 3, 2018	Varsity Football	Volunteer

MOTION CARRIED UNANIMOUSLY (7-0)

ACTION ITEMS

Ms. Jordan 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	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, 2018
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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Riggio moved, seconded by Mr. Law, 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

<i>Item</i>	<i>Tag/Serial Number</i>	<i>Location</i>	<i>Disposal</i>
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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Riggio, that upon the recommendation of the Superintendent, the Board of Education hereby approves the first reading of the amended **Meal Payment and Charge Policy.**

Amended Meal/Charge Policy

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Anderson moved, seconded by Mr. Riggio, that upon the recommendation of the Superintendent, the Board of Education hereby awards the bid for Commercial Irrigation to Irrigation Solutions LLC, the lowest responsible bidder, for the 2018-19 school year as follows:

Commercial Irrigation

<i>Item/Service</i>	<i>Cost</i>
Installation of 15 Hunter Heads, model (PGP) with one inch opening connected to a two-inch line running approximately 400 linear feet, trenching 6" deep to run 2" pipe	\$2,000
Winterization of 109 zones throughout District	\$2,000
Computerized Hunter ICC time clock (32 zones)	\$750
Hourly Rate for Service	\$75 (M-F 8:00 am - 4:00 pm, M-F after

MOTION CARRIED UNANIMOUSLY (7-0)

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

**Community
Discussion**

Mr. Law moved, seconded by Mr. Riggio, to adjourn the meeting at 9:25 p.m.

**Adjourn
Meeting**

MOTION CARRIED UNANIMOUSLY (7-0)

Respectfully submitted,

**Maureen Poerio
District Clerk**