

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

Date: July 1, 2019
Kind of Meeting: Reorganization/Regular Meeting
Members Present: Mr. Robert Sweeney, President; Mr. Steve Koepper, Vice President; Ms. AnneMarie Henninger, Trustee; Mr. Edward Law, Trustee; Ms. Lisa Pfeffer, Trustere; Mr. Robert Pignatello, 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

Mr. Brosdal called the meeting to order at 8:00 p.m. followed by the salute to the flag. **Opening of Meeting**

Ms. Poerio administered the Oath of Office to newly elected Board of Education members, Lisa Pfeffer and AnneMarie Henninger. **Oath of Office**

Election of Board Officers

Mr. Van Middlelem moved, seconded by Mr. Koepper, to nominate Robert Sweeney as President. **Election of President**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Sweeney, to nominate Peter Van Middlelem as Vice President. **Election of Vice President**

Mr. Law moved, seconded by Mr. Pignatello, to nominate Steve Koepper as Vice President.

Those voting for Mr. Van Middlelem – Mr. Sweeney, Ms. Henninger, Mr. Van Middlelem
Those voting for Mr. Koepper – Mr. Law, Mr. Koepper, Mr. Pignatello, Ms. Pfeffer

Mr. Koepper was declared Vice President

Ms. Poerio administered the Oath of Office to the newly elected President, Robert Sweeney, and Vice President, Steve Koepper. **Oath of Office**

School District Officers/Board Appointees

Ms. Henninger moved, seconded by Mr. Law, that the Board of Education hereby appoints Maureen Poerio as District Clerk for the fiscal year 2019-20 as per agreement. **District Clerk**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Van Middlelem, that the Board of Education hereby appoints Lynne Kirchenko as District Treasurer, at the pleasure of the Board, for the fiscal year 2019-20 as per agreement. **District Treasurer**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Koepper, 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 2019-20.

**Deputy
District
Treasurer**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints Marie Johnson as Claims Auditor, at the pleasure of the Board, for the fiscal year 2019-20 as per agreement.

**Claims
Auditor**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Van Middlelem, that the Board of Education hereby appoints Lisa Krulder as Deputy Claims Auditor, at the pleasure of the Board, for the fiscal year 2019-20.

**Deputy
Claims
Auditor**

MOTION CARRIED UNANIMOUSLY (7-0)

OTHER APPOINTMENTS

Mr. Pignatello moved, seconded by Mr. Law, that the Board of Education hereby appoints Rocky Point Medical Care, Dr. John Gill as School Physician for the 2019-20 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. Pignatello moved, seconded by Mr. Koepper, that the Board of Education hereby appoints Kevin Seaman as School District Attorney for the fiscal year 2019-20 at an hourly rate not to exceed \$235.

**School
Attorney**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Pignatello moved, seconded by Mr. Law, that the Board of Education hereby appoints Rizzi, Schwarz & Taraskas as Internal Auditors for the fiscal year 2019-20 in an amount not to exceed \$20,000.

**Internal
Auditors**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Pignatello moved, seconded by Mr. Van Middlelem, that Board of Education hereby appoints the Superintendent of Schools and/or the Assistant Superintendent for Business as Purchasing Agents for the fiscal year 2019-20.

**Purchasing
Agents**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Pignatello moved, seconded by Mr. Law, that Board of Education hereby appoints the following persons as officers of the Extra Classroom Activity Fund for the 2019-20 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
Fund**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Koepper, that the Board of Education hereby appoints Elizabeth Hine as Title IX Coordinator for the fiscal year 2019-20.

**Title IX
Coordinator**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints Scott Reh as Health Education Coordinator for the fiscal year 2019-20.

**Health
Education
Coordinator**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints Rob Catlin, Robert Grable and Peter Pramataris as Attendance Officers for the fiscal year 2019-20.

**Attendance
Officers**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints Maureen Poerio as Records Access Officer for the fiscal year 2019-20.

**Records
Access
Officer**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Koepper, that the Board of Education hereby appoints the Superintendent of Schools as Records Management Officer for the fiscal year 2019-20.

**Records
Management
Officer**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Pfeffer moved, seconded by Mr. Law, that the Board of Education hereby appoints Robert Dushnick as Asbestos (LEA) Designee for the fiscal year 2019-20.

**LEA
Designee**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Pfeffer moved, seconded by Ms. Henninger, 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 2019-20 fiscal year.

**Board of
Registration**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Pfeffer 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 2019-20 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. Pfeffer moved, seconded by Mr. Law, that the Board of Education hereby appoints the following persons to serve as Members of the Elementary Sub-Committee on Special Education for the 2019-20 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. Pfeffer moved, seconded by Mr. Van Middeltem, 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 2019-20 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. Pfeffer moved, seconded by Mr. Koepper, 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 2019-20 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. Law moved, seconded by Ms. Henninger, that the Board of Education hereby appoints the following persons to serve as Members of the Committee on Preschool Special Education for the 2019-20 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. Law moved, seconded by Mr. Koepper, 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 2019-20 at a rate not to exceed \$25,000.

**Bonding
Counselors**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Van Middeltem, that the Board of Education hereby reaffirms for the fiscal year 2019-20 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. Law moved, seconded by Ms. Pfeffer, that the Board of Education hereby appoints the Claims Auditor as the District Employee responsible for collecting certified payrolls from contractors for the 2019-20 fiscal year.

**Certified
Payrolls**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Ms. Henninger, that the Board of Education hereby appoints Elizabeth Hine as the District’s DASA Officer for the 2019-20 fiscal year.

**DASA
Coordinator**

MOTION CARRIED UNANIMOUSLY (7-0)

DESIGNATIONS

Mr. Koepper moved, seconded by Mr. Law, that the Board of Education hereby designates the Following banks as the depositories for the fiscal year 2019-20. In addition, the Mount Sinai Board of Education hereby designates JP Morgan Chase Bank, Bank of New York, Citibank, Capital One Bank, TD Ameritrade, 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. Koepper moved, seconded by Ms. Pfeffer, that the Board of Education hereby designates the Village Beacon Record Newspaper and Newsday as the Mount Sinai School District official newspapers for the fiscal year 2019-20.

**Official
Newspapers**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Koepper moved, seconded by Mr. Law, that the Board of Education hereby designates H2M Group as the District’s Architectural firm for the fiscal year 2019-20.

Architects

Mr. Koepper moved, seconded by Mr. Pignatello, that the Board of Education hereby designates the following persons as Petty Cash Fund Officers for the fiscal year 2019-20.

**Petty
Cash
Officers**

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)

Ms. Henninger moved, seconded by Ms. Pfeffer, that the Board of Education will continue for the fiscal year 2019-20 its present policy regarding authority to sign checks wherein:

**Internal
Financial
Management
Procedures**

- 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)

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that the Internal Financial Management Procedures be amended as follows:

**Amend
Financial
Management
Procedures**

- Checks in amounts of \$10,000 or greater require the **initials of the President and Treasurer.**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Pignatello moved, seconded by Mr. Van Middlelem, that the Board of Education hereby authorizes the Treasurer or Deputy Treasurer to make wire transfers for the fiscal year 2019-20.

Wire Transfers

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Koepper, 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 2019-20.

Bonding

MOTION CARRIED UNANIMOUSLY (7-0)

AUTHORIZATIONS

Ms. Pfeffer moved, seconded by Mr. Van Middlelem, that the Board of Education hereby authorizes the signature of either the Superintendent or Executive Assistant on Health, Federal and State Reports for the 2019-20 fiscal year.

State Reports

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Pfeffer moved, seconded by Mr. Pignatello, that the Board of Education hereby authorizes the signature of either the Superintendent or Executive Assistant to certify payrolls for the 2019-20 fiscal year.

Payroll Certification

MOTION CARRIED UNANIMOUSLY (7-0)

OTHER

Mr. Law 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.

District Policies

MOTION CARRIED UNANIMOUSLY (7-0)

REGULAR MONTHLY BOARD MEETING

Mr. Koepper moved, seconded by Mr. Law, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the minutes of the June 19, 2019 meeting as submitted.

Minutes

MOTION CARRIED UNANIMOUSLY (7-0)

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

Agenda Items

PERSONNEL

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

Speech Teacher

Name of Employee: Erin White
Appointment Date: August 28, 2019
Expiration of Appointment: August 27, 2023
Tenure Area: Speech

Erin White

Compensation: Step A, BA
Certification Status: Initial

MOTION CARRIED UNANIMOUSLY (7-0)

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

**Speech
Teacher**

Name of Employee: Jennifer Takacs
Appointment Date: August 28, 2019
Expiration of Appointment: August 27, 2023
Tenure Area: Speech
Compensation: Step C, MA
Certification Status: Initial

**Jennifer
Takacs**

MOTION CARRIED UNANIMOUSLY (7-0)

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

**Speech
Teacher**

Name of Employee: Danielle Abramowski
Appointment Date: August 28, 2019
Expiration of Appointment: August 27, 2023
Tenure Area: Speech
Compensation: Step D, MA
Certification Status: Permanent

**Danielle
Abramowski**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Pfeffer moved, seconded by Ms. Henninger, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following leave replacement appointment :

**English
Teacher**

Name of Employee: Joseph Arico
Appointment Date: August 28, 2019
Expiration of Appointment: June 26, 2020
Area: ELA
Compensation: Step B, MA
Certification Status: Initial

**Joe
Arico**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Pignatello, that upon the recommendation of the Superintendent, the Board of Education hereby appoints Elizabeth Hine as Adult Education Director for the 2019-20 fiscal year as per the Administrators' Contract.

**Adult
Education**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Koepper moved, seconded by Ms. Henninger, that upon the recommendation of the Superintendent, the Board of Education hereby appoints Matthew Dyroff as Substitute Teacher Dispatcher for the 2019-20 fiscal year as per the Administrators' contract.

**Sub.
Teacher
Dispatcher**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that upon the recommendation of the Superintendent, the Board of Education hereby amends the following motion approved at the July 2, 2018 meeting as follows:

**Sub.
Custodian**

Name of Employee: Tyler Ammirato (previously listed as Ryan Ammirato)
 Appointment Date: July 3, 2018
 Area: Substitute Custodian
 Compensation: \$13.25/hr.

MOTION CARRIED UNANIMOUSLY (7-0)

ACTION ITEMS

Mr. Pignatello moved, seconded by Mr. Law, 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	March 21, 2019
Preschool	March 25, 2019
Preschool	April 3, 2019
Elementary School	March 29, 2019
Elementary School	April 16, 2019
Elementary School	April 30, 2019
Elementary School	April 30, 2019
High School	March 22, 2019
High School	March 28, 2019
High School	March 29, 2019
High School	April 3, 2019
High School	April 4, 2019
High School	April 5, 2019
High School	April 9, 2019
High School	April 10, 2019
High School	April 11, 2019
High School	April 12, 2019
High School	April 15, 2019
High School	April 17, 2019
High School	April 17, 2019
High School	May 13, 2019
High School	May 16, 2019
High School	May 17, 2019
High School	May 22, 2019
High School	May 29, 2019
High School	June 3, 2019
High School	June 4, 2019
High School	June 5, 2019
High School	June 11, 2019
High School	June 12, 2019

High School	June 18, 2019
Out of District	May 6, 2019
Out of District	May 31, 2019
Out of District	June 6, 2019

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 declares the following items as obsolete and further authorizes disposal as listed:

**Obsolete
Equipment**

Item	Tag/Serial Number	Location	Disposal
Library Shelving	0562, 0576, 0578	Middle School	Discard

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Pfeffer moved, seconded by Mr. Van Middlelem, that upon the recommendation of the Superintendent and Saverio Belfiore, H2M Architect, the Board of Education hereby awards the bid for Middle School Interior HVAC to CIS, the lowest responsible bidders, at a price not to exceed \$350,885.00 (all work included as per mechanical plan pages H0.0-H3.0).

**Bid
Award
Middle
School
HVAC**

**Those in Favor – 6
Abstention – Mr. Koepper
MOTION CARRIED**

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

**Community
Discussion**

Mr. Van Middlelem moved, seconded by Mr. Pignatello, to adjourn the meeting at 8:35 p.m.

**Adjourn
Meeting**

MOTION CARRIED UNANIMOUSLY (7-0)

Respectfully submitted,

**Maureen Poerio
District Clerk**

