

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

**District Office**

**Reorganization Meeting  
Agenda**

**July 1, 2020  
8:00 p.m.**

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**PRESIDING OFFICER – Gordon Brosdal**

**SALUTE TO THE FLAG**

**I. OATH OF OFFICE** – Newly Elected Board Members - Edward Law, Robert Sweeney, Peter Van Middlelem –  
*The Oath of Office was administered this morning at the District Office by Maureen Poerio, District Clerk*

**II. REORGANIZATION**

A. Election of Officers

- 1) Election of Board President
- 2) Election of Board 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 2020-21 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 2020-21 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 2020-21.

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 2020-21 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 2020-21.

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 2020-21 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 2020-21 at an hourly rate not to exceed \$240.

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 2020-21 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 2020-21.

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 2020-21 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 - Peter Pramataris

Middle School Chief Faculty Counselor – Elizabeth Hine

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 2020-21.

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 2020-21.

8) Appointment of Attendance Officers – Rob Catlin, Elizabeth Hine and Peter Pramataris

The Mount Sinai Board of Education hereby appoints Rob Catlin, Elizabeth Hine and Peter Pramataris as Attendance Officers for the fiscal year 2020-21.

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 2020-21.

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 2020-21.

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 2020-21.

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 2020-21 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 2020-21 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 2020-21 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 2020-21 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 2020-21 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 2020-21 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 2020-21 at a rate not to exceed \$30,000.

19) Appointment of Audit Committee

The Mount Sinai Board of Education hereby reaffirms for the fiscal year 2020-21 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 2020-21 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 2020-21 fiscal year.

22) Dignity Act Building Level Coordinators

The Mount Sinai Board of Education hereby appoints the following individuals as Building Level Dignity Act Coordinators for the 2020-21 school year:

Elementary School – Brian McCarthy  
Middle School – Chris Heil  
High School – Christina Romeo

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 2020-21. 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.

**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 2020-21.

3) Appointment of Architects

The Mount Sinai Board of Education hereby designates H2M Group as the District’s Architectural firm for the fiscal year 2020-21.

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 2020-21.

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 2020-21 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 2020-21.

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 2020-21.

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 2020-21 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 2020-21 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. APPROVAL OF MINUTES**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby accepts the minutes (results) of the June 9, 2020 Annual meeting and the minutes of the June 17, 2020 Regular meeting as submitted.

**IV. 15 MINUTE COMMUNITY QUESTION PERIOD (Questions must relate to the agenda)**

**V. PERSONNEL**

**A. Resignation**

**1. Dorette Christiansen – Office Assistant**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby accepts the resignation, for retirement purposes, of Dorette Christian, Office Assistant, effective no later than September 1, 2020. Further, Ms. Christiansen shall receive all benefits associated with the Memorandum of Agreement dated June 20, 2019.

**B. Appointment**

**1. Substitute Teacher Dispatcher**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby appoints Matthew Dyroff as Substitute Teacher Dispatcher for the 2020-21 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.

<b>Special Education Committee</b>	<b>Meeting Date</b>
Elementary School	April 1, 2020
Out of District	April 22, 2020
Out of District	April 27, 2020
Out of District	May 20, 2020

**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>
Covidien Thermometer	008968	Elementary School	Discard
Toro 22" Mover	011347	Grounds	PK Metals
Job Pro Pressure Washer	20091092	Grounds	PK Metals

**C. Bid Award**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby awards the Athletic Grounds/Field Maintenance/Storm Drain Cleaning and Material Removal bid to Parkline, the lowest responsible bidder, as a unit price award for the 2020-21 school year.

**D. SEQRA – 2020 Capital Project**

Resolved, upon the recommendation of the Superintendent, the Board of Education hereby approves the following SEQRA resolution for the 2020 Capital Project:

**WHEREAS**, the Board of Education of the Mount Sinai Union Free School District desires to embark upon a capital improvement project consisting of the Elementary School Toilet Room Renovations and Water Heater Replacement, Middle School Toilet Room Renovations and Water Heater Replacement, and the High School Roof Replacement – Phase 3 and Pipe Fittings Replacement; and

**WHEREAS**, said capital improvement projects at the Elementary School, Middle School and High School, are subject to classification under the State Environmental Quality Review Act (SEQRA); and

**WHEREAS**, replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this part are classified as Type II Actions under the current Department of Environmental Conservation SEQRA Regulations (Section 6 NYCRR 617.5 (2)); and

**WHEREAS**, the SEQRA Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQRA; and

**WHEREAS**, the Board of Education of the Mount Sinai Union Free School District, has examined all information related to the Elementary School Toilet Room Renovations and Water Heater Replacement, Middle School Toilet Room Renovations and Water Heater Replacement, and the High School Roof Replacement – Phase 3 and Pipe Fittings Replacement projects and has determined that said capital improvements are classified as a Type II Action pursuant to Section 617.5 (2), of the SEQRA Regulations;

**NOW, THEREFORE, BE IT RESOLVED** that the Mount Sinai Union Free School District hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

**BE IT FURTHER RESOLVED** that the Board of Education of the Mount Sinai Union Free School District hereby declares that the Elementary School Toilet Room Renovations and Water Heater Replacement, Middle School Toilet Room Renovations and Water Heater Replacement, and the High School Roof Replacement – Phase 3 and Pipe Fittings Replacement , are a Type II Action, which requires no further review under SEQRA; and

**BE IT FURTHER RESOLVED**, that the Mount Sinai Union Free School District hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed projects from the New York State Education Department.

## **VII. QUESTIONS AND COMMENTS FROM THE COMMUNITY**

## **VIII. ADJOURN**



