

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

Date: July 1, 2020
Kind of Meeting: Reorganization/Regular Meeting (Zoom)
Members Present: Mr. Robert Sweeney, President; Mr. Steve Koepper, Vice President; Ms. AnneMarie Henninger, Trustee; Mr. Edward Law, Trustee; Ms. Lisa Pfeffer, Trustee; 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**

The Oath of Office was administered (earlier in the day) at the District Office by Maureen Poerio, District Clerk, to newly elected Board Members Robert Sweeney, Peter Van Middlelem, and Edward Law. **Oath of Office**

Election of Board Officers

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

MOTION CARRIED UNANIMOUSLY (7-0)

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

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

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

Mr. Van Middlelem moved, seconded by Mr. Koepper, that the Board of Education hereby appoints Maureen Poerio as District Clerk for the fiscal year 2020-21 as per agreement. **District Clerk**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Koepper, that the 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. **District Treasurer**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem 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 2020-21.

**Deputy
District
Treasurer**

MOTION CARRIED UNANIMOUSLY (7-0)

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

**Claims
Auditor**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Van Middlelem moved, seconded by Mr. Koepper, that the Board of Education hereby appoints Lisa Krulder as Deputy Claims Auditor, at the pleasure of the Board, for the fiscal year 2020-21.

**Deputy
Claims
Auditor**

MOTION CARRIED UNANIMOUSLY (7-0)

OTHER APPOINTMENTS

Ms. Henninger moved, seconded by Mr. Pignatello, that the 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.

**School
Physician**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the 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.

**School
Attorney**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the 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.

**Internal
Auditors**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that 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.

**Purchasing
Agents**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that 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.

**Extra-
Classroom
Fund**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints Elizabeth Hine as Title IX Coordinator for the fiscal year 2020-21.

**Title IX
Coordinator**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints Scott Reh as Health Education Coordinator for the fiscal year 2020-21.

**Health
Education
Coordinator**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger 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 2020-21.

**Attendance
Officers**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints Maureen Poerio as Records Access Officer for the fiscal year 2020-21.

**Records
Access
Officer**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints the Superintendent of Schools as Records Management Officer for the fiscal year 2020-21.

**Records
Management
Officer**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints Robert Dushnick as Asbestos (LEA) Designee for the fiscal year 2020-21.

**LEA
Designee**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, 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 2020-21 fiscal year.

**Board of
Registration**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the 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:

**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. Henninger moved, seconded by Mr. Pignatello, that the 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
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. Henninger moved, seconded by Mr. Pignatello, 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 2020-21 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. Henninger moved, seconded by Mr. Pignatello, 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 2020-21 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. Henninger moved, seconded by Mr. Pignatello, that the 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:

**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)

Ms. Henninger moved, seconded by Mr. Pignatello, 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 2020-21 at a rate not to exceed \$30,000.

**Bond
Counselors**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the 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.

**Audit
Committee**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the 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.

**Certified
Payrolls**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints Elizabeth Hine as the District's DASA Officer for the 2020-21 fiscal year.

**DASA
Coordinator**

MOTION CARRIED UNANIMOUSLY (7-0)

Ms. Henninger moved, seconded by Mr. Pignatello, that the Board of Education hereby appoints the Following individuals as Building Level Dignity Act Coordinators for the 2020-21 school year:

**Dignity Act
Building Level
Coordinators**

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

MOTION CARRIED UNANIMOUSLY (7-0)

DESIGNATIONS

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

**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. Law moved, seconded by Mr. Koepper, 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 2020-21.

**Official
Newspapers**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Koepper, that the Board of Education hereby designates H2M Group as the District’s Architectural firm for the fiscal year 2020-21.

Architects

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Koepper, that the Board of Education hereby designates the following persons as Petty Cash Fund Officers for the fiscal year 2020-21.

**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)

Mr. Pignatello moved, seconded by Mr. Law, that the Board of Education will continue for the fiscal year 2020-21 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 the initials of the President and Treasurer 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. Pfeffer moved, seconded by Mr. Pignatello, that the Board of Education hereby authorizes the Treasurer or Deputy Treasurer to make wire transfers for the fiscal year 2020-21.

**Wire
Transfers**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Koepper moved, seconded by Mr. Van Middlelem, 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 2020-21.

Bonding

MOTION CARRIED UNANIMOUSLY (7-0)

AUTHORIZATIONS

Mr. Law moved, seconded by Mr. Pignatello, that the 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.

**State
Reports**

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law 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 2020-21 fiscal year.

**Payroll
Certification**

MOTION CARRIED UNANIMOUSLY (7-0)

OTHER

Mr. Law moved, seconded by Mr. Pignatello, 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

Ms. Henninger moved, seconded by Mr. Koepper, that 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.

Minutes

MOTION CARRIED UNANIMOUSLY (7-0)

There were no questions from the community regarding the agenda

Agenda Items

PERSONNEL

Mr. Sweeney moved, seconded by Mr. Van Middlelem, that upon the recommendation of the Superintendent, the Board of Education hereby accepts the resignation, for retirement purposes, of Dorette Christiansen, 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.

Resignation

**Dorette
Christiansen**

MOTION CARRIED UNANIMOUSLY (7-0)

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

**Substitute
Teacher
Dispatcher**

MOTION CARRIED UNANIMOUSLY (7-0)

ACTION ITEMS

Ms. Henninger moved, seconded by Ms. Pfeffer, 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
Special
Education**

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

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Koepper 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
Covidien Thermometer	008968	Elementary School	Discard
Toro 22" Mover	011347	Grounds	PK Metals
Job Pro Pressure Washer	20091092	Grounds	PK Metals

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Pignatello moved, seconded by Mr. Van Middlelem, that upon the recommendation of the Superintendent, the Board of Education hereby awards the Athletics 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.

Bid Award

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Koepper, that upon the recommendation of the Superintendent, the Board of Education hereby approves the following SEQRA resolution for the 2020 Capital Project:

SEQRA

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.

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Van Middlelem moved, seconded by Mr. Law, to adjourn to Executive Session at 8:31 p.m. to discuss a personnel matter.

Executive Session

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Van Middlelem, to reconvene the meeting at 8:34 p.m.

Reconvene

MOTION CARRIED UNANIMOUSLY (7-0)

Mr. Law moved, seconded by Mr. Van Middlelem, to adjourn the meeting at 8:34 p.m.

Adjourn

MOTION CARRIED UNANIMOUSLY (7-0)

Respectfully submitted,

**Maureen Poerio
District Clerk**