

ANNUAL REORGANIZATION MEETING  
AGENDA

**A. CALL TO ORDER - CLERK OF THE BOARD OF EDUCATION**

**B. ADMINISTRATION OF OATH OF OFFICE - Kent Brown, Marc Osterweil & Matthew Steen**

**C. ELECTION OF OFFICERS:**

1. President of the Board
2. Vice-President of the Board
3. Administration of Oath to Elected Officers

**D. APPOINTMENT OF OFFICERS:**

1. District Treasurer - Greg Beall
2. Deputy Treasurer - Milissa Bruno
3. Clerk of the Board - Beth E. Teuber
4. Tax Collector - Karina Santos
5. Internal Claims Auditors - ONC BOCES Shared Business Office
6. Administration of Oath to Appointed Officers

**E. OTHER APPOINTMENTS:**

1. School Physician - Westchester Medical Center Advanced Physician Services
2. School Attorney - Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP and Girvin & Ferlazzo
3. Central Treasurer, Extra Classroom Activity Account - Milissa Bruno
4. Deputy Central Treasurer, Extra Classroom Activity Account - Beth E. Teuber
5. District Auditors - Mostert, Manzanero & Scott, LLP
6. Records Management Officer - Beth E. Teuber
7. Board of Registration: Beth E. Teuber, Teresa Goodchild & Ruth Storey
8. Election Inspectors: Milissa Bruno, Patricia Connell & Danielle Fronckowiak
9. Attendance Officer - ToniAnne Forcaretta
10. Civil Rights Compliance Officer - Laura Norris & Joy Holden
11. DASA & Title IX Coordinator - Jeremy Marks
12. CSE Chairperson - Joy Holden
13. CSE/CPSE Committee - 1 Gen Ed Teacher, 1 Sp Ed Teacher & Psychologist

**F. DESIGNATIONS:**

1. Official Bank Depository - NBT as the Custodial Bank to a maximum of twenty million dollars
2. Investment Bank Depositories - As Per the Investment Policy
3. Official Newspaper - The Daily Star
4. Regular Monthly Meetings - 3rd Wednesday of Every Month

**G. AUTHORIZATIONS:**

1. Person to Certify Payrolls - Robert Chakar
2. School Purchasing Agent - Robert Chakar
3. Attendance at Conferences - Robert Chakar
4. CASEBP Designee - Robert Chakar      Alternate - Milissa Bruno
5. Authorization to Establish Petty Cash Funds

Treasurer - \$100

Tax Collector - \$100

Central Treasurer - \$50

Activity Fund - \$100

Cafeteria - \$100

6. Designation of Authorized Signature on Checks, Conduct On-Line Banking and Make Wire Transfers

Greg Beall, Milissa Bruno or ONC BOCES Shared Business Office

**G. AUTHORIZATIONS (Continued):**

7. Designation of Authorized Signature on Extra Classroom Account Checks  
Milissa Bruno or Beth E. Teuber
8. Authorization to Make Budget Transfers - Robert Chakar
9. Authorize a Board Member to Represent MCS on the East Branch Flood Commission - Mike Boice

**H. BONDING OF PERSONNEL:**

1. Treasurer - \$100,000
2. Deputy Treasurer - \$100,000
3. District Tax Collector - \$100,000
4. Central Treasurer, Activity Fund - \$100,000
5. Internal Claims Auditors - \$100,000
6. Account Clerk - \$100,000

**I. OTHER ITEMS:**

1. Readopt All Policies in Effect During Previous School Year
2. Establish Mileage Reimbursement Rate (IRS rate presently \$0.56/mile subject to change.  
If first the school vehicle is not available, the employee may use their own vehicle at the IRS rate; however, if they refuse the school vehicle, reimbursement will only be at one-half the IRS rate.

**J. COMMENTS**

1. From the Board of Education
2. From the Superintendent
3. From the Public

**K. ROUTINE BUSINESS**

1. Minutes - 6/16/21
2. Audit Warrants - #090 - #092

**L. NEW BUSINESS**

**Personnel**

1. ACT on Summer Skills Tutoring Position - Francis Hayes
2. ACT on Summer Skills Tutoring Position - Dove Karn
3. ACT on MOA for Summer OT Services - Jessica Durdon
4. ACT on New Textbook orders for the 2021-22 School Year
5. ACT on MOA between MCS, MESPA & Adrian Uhalde

**Other**

1. ACT on the District Safety Committee

**M. EXECUTIVE SESSION**

**N. COMMENTS**

**O. ADJOURNMENT**