

Eric Lutinski, Ed. D.
Superintendent of Schools

Corrective Action Plan

Unit Name: Rye Neck Union Free School District
Audit Report Title: Mental Health Training Component of the New York SAVE Act
Audit Report Number: S9-21-34

For each recommendation included in the audit report, the following is our corrective action(s) taken or proposed.

Audit Recommendation: The recommendation provided by OSC was to “Provide mental health training to all staff and ensure it is completed by September 15, as required. Such training should address recognition of the warning signs, whom to turn to for assistance, and how to access appropriate services.”

This was based on the findings which noted “The District did not provide mental health training to any staff for the 2020-21 school year by September 15, 2020 as required by New York State Education Department (SED) regulations. Ten of the 12 recommended components of mental health that educators should know were not included in the District’s training. District officials did not maintain documentation to support attendance for training and we were unable to determine which staff members participated.”

Implementation Plan of Action(s): The following will occur to address the audit recommendations.

1. District school psychologists will provide a specific mental presentation, in-person, at each building during Superintendent’s Conference Days at the beginning of each school year. This presentation was piloted on the March 25, 2022 Superintendent’s Conference Day and it includes
 - a. Whom to turn for assistance
 - b. How to access services
 - c. Warning signs: an explanation of panic disorder, phobias, behavioral disorders, ADHD, oppositional defiant disorder, anorexia nervosa, binge eating, bulimia, mood disorders, depression, bipolar disorder, seasonal affective disorder, self-harm, personality disorders, psychotic disorder, schizophrenia, substance use disorders, suicidal behavior, and trauma and stress related disorders.
2. Attendance will be taken via a sign-in process and recorded.

Implementation Date: All staff will be trained on all twelve components of mental health during the period of August 30 through September 2, 2022. Attendance will be recorded. This practice will continue at the beginning of every school year prior to student arrival. It will also be included in training for those staff members who join the district during the school year. The Corrective Action Plan itself was approved by the Rye Neck Board of Education on July 11, 2022.

Person Responsible for Implementation: In hierarchical order, the two people responsible for the implementation of this training are:

1. Corinne Ryan, Assistant Superintendent for Curriculum and Instruction
2. Wil Siegel, Director of Pupil Personnel Services

Signed:



Eric Lutinski, Ed. D.
Superintendent

July 11, 2022
Date