

Welcome

Welcome to a meeting of the Sachem Central School District Board of Education. We are glad you are here, and hope this publication helps explain some of our procedures.

The Sachem Board of Education encourages your participation in the educational affairs of our community. In meeting the challenge to provide the best possible educational programs for each of our students, your elected Board makes decisions that concern students, parents, staff members and every resident of our school district. We encourage your participation in the process.

SACHEM BOARD OF EDUCATION MONTHLY MEETING DATES

Meetings of the Sachem Board of Education are held each month at 8 p.m. at Samoset Middle School unless otherwise designated in the school calendar.

Regular Meetings

September 19, 2006
October 17, 2006
November 21, 2006
December 19, 2006
January 23, 2007
February 13, 2007
March 20, 2007
April 17, 2007
May 8, 2007
June 19, 2007

Work Sessions

September 7, 2006
October 12, 2006
December 7, 2006
January 11, 2007
February 8, 2007
March 8, 2007
April 12, 2007
June 7, 2007

Budget Vote and Trustee Elections:
May 15, 2007

2006-2007 BOARD OF EDUCATION

Michael Pomara, *President*
Mike Botti, *Vice President*
David Aronow • Douglas Duncan Jr.
Tony Falco • Robert Scavo • Jon Siegel
Deborah L. Slinkosky • Frederick Tinari

SUPERINTENDENT
Charles J. Murphy, Ed.D.

Welcome to a Sachem Board of Education Meeting



2006-2007

Board of Education Organization

The Role of the Board

Your Board of Education is composed of nine community members elected by district residents to serve overlapping three-year terms of office. The Board has the responsibility to ensure that all students receive the best education possible, as well as to express and represent the views of the community in matters affecting education.

In accordance with Education Law, the Board of Education sets policies for the district in all matters pertaining to staff, students, and the local schools. The Board - among its many statutory responsibilities - has the sole authority to approve appointments of teachers and staff, approve employee contracts, approve expenditures for the district, protect the health and safety of all students and staff, and determine the educational goals and vision of the school system.

The Board appoints the Superintendent of Schools to provide the educational leadership, expertise and knowledge to lead the district in the direction established by the Board.

Board members volunteer their service to the community and are not financially compensated. Voting for school Board trustees takes place in the spring on the same day as the annual budget vote.

The Role of the Superintendent of Schools

The Superintendent of Schools is the chief executive officer of the school district. The Superintendent's primary responsibilities include:

- implementing and administering the priorities and policies of the Board of Education
- managing the day-to-day operations of the district
- providing educational leadership and vision

Board of Education Meetings

There are several types of Board meetings, which must be conducted in a specified manner according to various laws and regulations:

Regular monthly meetings allow the Board of Education to conduct the regular business of the school district. A meeting schedule for the entire school year is established annually at the Board's July meeting.

Board of Education work sessions are scheduled throughout the year, generally on the second Thursday of the month. They usually address one specific topic, and the work session format allows Board members the needed time to discuss the issue in detail. During the work sessions, the Board also receives reports from the Superintendent and various Board-established committees.

Special meetings are called as needed to discuss topics that require the immediate attention of the Board. These generally address business or personnel items.

The Board of Education may, at any time, adjourn to executive session to discuss a number of issues, including collective bargaining; information concerning a particular employee or student; proposed, pending, or current litigation; the acquisition or sale of property/security; the preparation, grading, and administration of exams; and matters of public safety. While the regular monthly meetings, work sessions and special meetings are open to the public, only Board members and those people invited by the Board may attend executive sessions.

The Board Meeting Agenda

All regular monthly meetings of the Board of Education have an agenda which identifies the order of business to be discussed and conducted. The agenda and supporting materials are provided to each Board member in advance of the meeting. This allows them ample time to study the material. Board members may also contact the Superintendent prior to the meeting for additional information that is needed. Although decisions may seem to be made quickly at times, each Board member has carefully considered each item before taking action.

Agendas are available to the public at the meeting site, prior to the start of each meeting.

We Welcome Your Input

The Board encourages parents and residents who have a school-related concern to first contact the person most directly involved: teacher, principal, district administrator, Superintendent of Schools, then the Board.

To help facilitate communication, the district maintains a 24-hour hotline. By calling 471-1342, residents can reach an answering machine in the Superintendent's office. If you leave your name and telephone number as well as your question or comment, the district will respond to you within one working day.

During the regular monthly meetings, time is provided both at the beginning and the end of the meeting for the public to address the Board. The "Visitors" section near the beginning of the meeting is restricted for the discussion of items that are on the meeting's agenda; the section at the end is open to any appropriate items that individuals deem important.

If you wish to address the Board personally during a meeting, please complete one of the "speaker cards" available at the back of the meeting room and return it to one of the administrators seated at the table adjacent to the Board. Your card will be passed to the Board President, who will invite you to speak at the appropriate time.

Please remember to state your name and town of residency at the start of your remarks. In deference to others who may want to speak, please limit your questions and comments to three minutes or less.

During work sessions and special meetings, public participation is at the Board's discretion.

A Special Note About Personnel Issues

The law requires that any discussions regarding personnel matters be addressed in closed session. The Board would like to be able to respond to the concerns of the public asking personnel questions. However, the law is very specific on this issue. Nothing can be said in the public arena (often times to protect the legal interests of the involved employee). The Superintendent is responsible for the day-to-day operations of the district. He is in a position to observe and investigate all matters regarding personnel. The Board must place its trust in the Superintendent and his staff. When a personnel decision is recommended by the Superintendent, the members of the Board should, unless there is information to the contrary, support the recommendation. The Board must rely on the Superintendent to supply all the information necessary in order to make an informed and just decision. The Board of Education takes personnel issues very seriously. For this reason, and as prescribed by law, the community is asked to understand that all personnel issues must remain private.

