

SACHEM CENTRAL SCHOOL DISTRICT
51 SCHOOL STREET, LAKE RONKONKOMA, NY 11779
REGULAR MEETING AGENDA

February 15, 2017

7:30 PM

Board of Education Room

The Board of Education welcomes all who are attending this meeting.

I. OPENING OF MEETING

1. **Roll Call**
2. **Call to Order**
3. **Salute to the Flag**
4. **Moment of Silence**
5. **Report from the Superintendent of Schools**
6. **Approval of Minutes**

1.6.1. Approval of Minutes

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following minutes”:

January 4, 2017	Work Session
January 18, 2017	Regular Meeting

II. VISITORS - (EACH VISITOR WILL BE LIMITED TO 3 MINUTES)

Upon the recommendation of the Superintendent of Schools, the Board of Education welcomes visitors who wish to address the Board on matters relating to this agenda.

If you wish to speak, please fill out a card (located on the table in the rear of the room) and turn in to the table in the front of the room adjacent to the Board of Education. The President of the Board will call speakers to the floor.

III. PRESENTATIONS

Budget Development Workshop 2 - Dr. Graham and Mr. O'Keefe

BUSINESS ITEMS

IV. CONSENT AGENDA FOR BUSINESS ITEMS 4.A.1. THROUGH 4.A.1.

A. Bid Awards

4.A.1. Bid Award

Certain supplies, materials, and equipment to be used in various school units have been advertised for bid and/or requests for proposal (RFP) in accordance with Section 103 of General Municipal Law. Bids/RFP’s are utilized to establish firm prices for a variety of items/services that may be required by the District during the school year. There is no guarantee that the District will require any/all of the items requested on bids/RFP’s. Actual usage will be on an “as needed” basis and may vary. Bids/RFPs have been evaluated by the staff and recommendations for action are ready to be made.

The bid/RFP awards presented for action are:

<u>RFP/Bid Number & Title</u>	<u>Action Required</u>
a. B 16-314 Painting of District-Owned Vehicles	Approve
b. B 15-307 Automotive & Truck After-Market Replacement Parts	Approve
c. B 17-303 Ford OEM Parts	Approve
d. B 17-304 General Motors /Chevrolet OEM Parts	Approve
e. B 17-305 Chrysler/Dodge OEM Parts	No Award
f. B 17-313 Automotive Paint	No Award
g. B 17-315 Webasto Scholastic Heaters – Parts, Accessories, Service & Repairs	Approve
h. B 17-316 Vehicle Transmission Service & Remanufactured Transmissions	Approve
i. B 17-317 Diesel Engines/Allison Transmissions – Parts & Repair	Approve
j. B 17-318 Furnish & Install Automotive Glass	Approve
k. B 17-320 NYS Inspection Services & Related Repairs	Approve
l. B 17-321 Repair of District-Owned Vehicles	Approve

PERSONNEL ITEMS

V. CONSENT AGENDA FOR PERSONNEL ITEMS 5.A.1 THROUGH 5.D.5.

A. Teachers

5.A.1. Leaves of Absence of Teaching Personnel

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the leaves of absence of teaching personnel as follows”:

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Dates</u>
Mazzei, Erica	Foreign Language	Sagamore/North	Child Care Leave	2/18/17-6/30/17

5.A.2. Salary Changes for Teaching Personnel

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the salary changes for teaching personnel as follows”:

<u>Name</u>	<u>School</u>	<u>Date of Change</u>	<u>From Step</u>	<u>To Step</u>	<u>Salary Difference</u>
Cellini, Justin	East	2/1/17	5-4	5-5	\$1,254.50
Cellini, Justin	East	2/1/17	5-5	5-6	\$1,254.50
Hewitt, Vanessa	Cayuga	2/1/17	10-4	10-5	\$1,379.50
Marcazzo-Skarka, Regina	North/Seneca	2/1/17	12-7	12-8	\$1,380.00
Wrigley, Katrina	East/Sagamore	2/1/17	3-1	3-2	\$1,254.50
Wrigley, Katrina	East/Sagamore	2/1/17	3-2	3-3	\$1,254.50
Wrigley, Katrina	East/Sagamore	2/1/17	3-3	3-4	\$1,254.50

5.A.3. Ten Year Increment for Teaching Personnel

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the ten year increments for teaching personnel as follows”:

<u>Name</u>	<u>School</u>	<u>Date</u>	<u>Amount</u>
Massaro, Jessica	Hiawatha	03/01/17	\$105
Afxendiou, Georgia	North	03/01/17	\$105
Sorrentino, Sabrina	Sagamore	03/21/17	\$90

5.A.4. Approval of Substitute Teachers

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the substitute teacher list as follows”:

- Name**
 Connor, Megan
 DiGrigoli, Russell
 Doherty, Kelly
 Elgort, Thomas
 Lamagna, Keri
 Maningo, Martin
 Marino, Anthony
 Moisa, Katelynn
 Monahan, Mary
 Wilson, Lisa

5.A.5. Approval of Spring Coaching Assignments for the 2016-17 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following Spring Coaching Assignments for the 2016-17 school year:"

SPRING

BOYS LACROSSE

North Varsity Volunteer - Nick Alvarado (OOD)
 North Varsity Volunteer- Tom Pandolf (North)

GIRLS LACROSSE

Samoset Assistant - Lorie Dow (Adapt PE)
 Seneca - Samantha Schade (OOD)
 Seneca Assistant- Joe Cannone (Security)

MIDDLE SCHOOL SWIMMING

RESCIND - Combined team @ North- Jamie Lee Jones (Seneca)

Combined team @ North - Kathy Bodkin (Sub)
 Katie Dugan (OOD)

BOYS TRACK

RESCIND - East Varsity -Scott Kudrick (Grundy)
RESCIND - East Varsity Assistant- Sean Cully (East)

East Varsity - Sean Cully (East)
 East Varsity Assistant - Jamie Lee Jones (Seneca)

MIDDLE SCHOOL TRACK (BOYS AND GIRLS)

RESCIND - Seneca Assistant- John Montalbano (Sagamore)

Seneca Assistant- John DiGangi (Sub)

LATE WINTER WRESTLING MS

Seneca Volunteer- James Holmgren (OOD)

BOYS LACROSSE

East Varsity Assistant - Michael Brzezinski (OOD)

BASEBALL

East Volunteer - Konstantino Papakonstantis (Sub)

5.A.6. Approval of Sixth Period Stipend for the 2016-17 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following employee to receive a stipend for teaching a sixth period during the 2016-17 school year":

North	Jamie Durkin	Speech	1.1	2/7/2017-6/30/2017
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North Lauren Puleo Speech 1.1 2/8/2017-6/30/2017

5.A.7. Retirement of Teaching Personnel

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the retirement of teaching personnel as follows”:

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Dates</u>
Ellen Padilla	1st Grade/Elementary	Waverly	2/25/2017

5.A.8. Approval of Sick Day Donation to Member of SCTA

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following resolution”:

BE IT RESOLVED THAT the Superintendent of Schools is authorized to execute an Agreement dated February 15, 2017 with the Sachem Teachers Association regarding sick leave donation.

5.A.9. Rescission of Set and Lighting Designer

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education rescind the approval and stipend of Daniel Lewis for set and lighting design work for Sachem HS East Drama, for the period of 2016-2017 school year. (Approved at Oct. 5, 2016 work session)

5.A.10. Approval of Payment to Daniel Lewis and James Byrne

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following staff members to receive a stipend to be paid by donation from the Drama Club for their work in set and lighting design for the following dates:

<u>Staff Name</u>	<u>Amount of Stipend</u>	<u>Service Dates:</u>
Daniel Lewis	\$2500	9/6/2016-2/16/2017
James Byrne	\$2500	2/16/2017-6/22/2017

B. Teacher Assistants

5.B.1. Approval of SCTA Teaching Assistants/Interpreters Unit Memorandum of Agreement

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve a Memorandum of

Agreement between the SCTA Teaching Assistants/Interpreters Unit and the Sachem Central School District dated December 23, 2016."

C. Administrators

5.C.1. Probationary Appointment of Assistant Superintendent for Student Support and Administration

WHEREAS, on October 6, 2016 Anthony Mauro, Ed. D. was appointed as Interim Assistant Superintendent for Administration through June 30, 2017 upon taking a leave of absence from his Elementary Principal position; and

WHEREAS, upon the recommendation of the Superintendent of Schools, the Board seeks to create a new administrative position entitled Assistant Superintendent for Student Support and Administration and provide a probationary appointment of Dr. Mauro to said position; and

WHEREAS, the new administrative position is substantially similar to the interim position presently held by Dr. Mauro since October 6, 2016 in that 50% or more of the duties in the interim position are being subsumed in the new administrative position; and

WHEREAS, upon the recommendation of the Superintendent of Schools, the Board desires to make the probationary appointment in the new administrative position retroactive to October 6, 2016 since Dr. Mauro has been continuously performing the duties in a substantially similar position on an interim basis since that date.

NOW, THEREFORE, BE IT RESOLVED THAT:

Upon the recommendation of the Superintendent of Schools, the Board of Education approves the creation of the position of Assistant Superintendent for Student Support and Administration and places this position into the District's organizational chart; and

BE IT FURTHER RESOLVED THAT:

Upon the recommendation of the Superintendent of Schools, the Board of Education approves a four (4) year probationary appointment of Anthony Mauro, Ed.D. to the position of Assistant Superintendent for Student Support and Administration retroactive to October 6, 2016 through October 6, 2020; and

BE IT FURTHER RESOLVED THAT:

Dr. Mauro's appointment as Interim Assistant Superintendent for Administration shall be deemed terminated as of the effective date of his probationary

appointment as Assistant Superintendent for Student Support and Administration;
and

BE IT FURTHER RESOLVED THAT:

The Board of Education hereby authorizes the President of the Board of Education to execute a salary and benefits agreement with Dr. Mauro for the new position of Assistant Superintendent for Student Support and Administration, which agreement shall replace and supersede the salary and benefits agreement that is currently in effect for the interim position; and

BE IT FURTHER RESOLVED THAT:

The Board of Education accepts the resignation of Anthony Mauro, Ed.D from his position as Elementary Principal effective immediately.

5.C.2. Probationary Appointment of Assistant Superintendent for Business and Operations

WHEREAS, on July 25, 2016 John O'Keefe was appointed to a four (4) year probationary appointment as Assistant Superintendent for Business; and

WHEREAS, upon the recommendation of the Superintendent of Schools, the Board seeks to change the existing job title to Assistant Superintendent for Business and Operations which more accurately reflects the job duties performed by Mr. O'Keefe; and

WHEREAS, there will be no change in the tenure and seniority rights conferred upon Mr. O'Keefe in his probationary position as Assistant Superintendent for Business since at least 50% or more of the duties associated with the position of Assistant Superintendent for Business will be subsumed in the new position.

NOW, THEREFORE, BE IT RESOLVED THAT:

Upon the recommendation of the Superintendent of Schools, the Board of Education approves the job title change of Assistant Superintendent for Business to the new title of Assistant Superintendent for Business and Operations effective immediately; places the new position in the District's organizational chart; and simultaneously abolishes the position of Assistant Superintendent for Business; and

BE IT FURTHER RESOLVED THAT:

The Board appoints John O'Keefe as Assistant Superintendent for Business and Operations without modification to his current probationary term and his existing tenure and seniority rights conferred upon him in his probationary appointment as Assistant Superintendent for Business since at least 50% or more of the duties

associated with the position of Assistant Superintendent for Business will be subsumed within the new position; and

BE IT FURTHER RESOLVED THAT:

For the balance of the 2016-17 school year, Mr. O’Keefe shall continue to work under the Salary and Benefits Agreement dated June 16, 2016 for the position of Assistant Superintendent for Business; and

BE IT FURTHER RESOLVED THAT:

The Board of Education hereby authorizes the President of the Board of Education to execute a salary and benefits agreement with Mr. O’Keefe for the new position of Assistant Superintendent for Business and Operations which shall become effective on July 1, 2017.

D. Support Staff

5.D.1. Resignation of Support Services Personnel (All Civil Service Classifications)

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the resignation of support services personnel (all Civil Service classifications) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Service Ends</u>
Arne, Caitlin	Recreation Aide/Child Care	2/2/17
Holmes, Carolyn	Recreation Aide/Child Care	1/27/17
Miehl, Shayna	Recreation Aide/Child Care	2/3/17
Ramirez, Kiesha	Special Ed Aide/ Tamarac	2/17/17

5.D.2. Resignation/Termination of Substitute Support Services Personnel (Exempt, Labor and Non-Competitive)

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the resignation/termination of substitute support services personnel (exempt, labor and non-competitive) as follows”:

<u>Name</u>	<u>Service Ends</u>
<u>Aide</u>	
Hassler, Julia	2/16/17
Torraca, Iona	2/16/17
Wood, Laurie	2/16/17
<u>Clerk Typist</u>	
Healy, Claudia	2/15/17

5.D.3. Probationary Appointments of Support Services Personnel (Competitive)

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the probationary appointments of support services personnel (competitive) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Healy, Claudia	Sr. Clerk Typist/ Curriculum & Instruction	\$52,440	2/27/17	26 weeks 2/27/17-8/28/17

5.D.4. Appointment of Substitute Support Services Personnel (Exempt, Labor and Non-Competitive)

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the substitute support services personnel (exempt, labor and non-competitive) as follows”:

<u>Name</u>	<u>Service Begins</u>
<u>Hall Monitor</u> Sneed, Myra	2/16/17

5.D.5. Approval of Stipulation of Agreement - Non-Instructional Employee

BE IT RESOLVED that the Board of Education approves the settlement that was set forth on the record at an arbitration held on January 24, 2017 in the matter United Public Service Employees Union and Sachem Central School District; and BE IT FURTHER RESOLVED that the Superintendent of Schools or his designee is directed to take all necessary steps to effectuate and implement the terms of the settlement.

5.D.6. Approval of UPSEU/SSSU Memorandum of Agreement

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve a Memorandum of Agreement between the UPSEU/SSSU (United Public Service Employee Union Support Staff Unit) and the Sachem Central School District dated February 1, 2017."

VI. ACTION ITEMS

1. Mini Contracts Consent Agenda for Action Items 6.1.1. through 6.1.12.

6.1.1. Approval of Amendment to the Agreement with Ascent: A School for Individuals with Autism 2016-17

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the amendment to the agreement between Sachem Central School District and Ascent: A School for Individuals with Autism for the 2016-2017 school year to provide the following services:

<u>SERVICE</u>	<u>BILLING RATE</u>
Behavior Intervention Specialist	\$180.00 per hour
In-Home Parent Training	\$140.00 per hour
In Home ABA Supervisor	\$140.00 per hour
Extended Day ABA Services	\$140.00 per hour
School District Classroom Consultation	\$125.00 per hour
In Home ABA Instruction	\$100.00 per hour

All other terms and conditions remain the same.”

6.1.2. Approval of Health and Welfare Services Agreement with Smithtown CSD 2016-17

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Smithtown Central School District to provide health and welfare services to students residing in Sachem Central School District. The rate for these services is \$856.85 per student. The term of this agreement shall be from September 1, 2016 through June 30, 2017. This agreement has been reviewed and approved by the school district’s attorney.”

6.1.3. Approval of Special Education Services Agreement with Smithtown CSD 2016-17

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Smithtown Central School District to provide special education services to parentally-placed students with disabilities, when such students attend schools in the Smithtown Central School District. Smithtown CSD shall be entitled to bill Sachem CSD in accordance with Education Law Section 3602-c and the Regulations or Rules of the Commissioner of Education. The term of this agreement shall be from July 1, 2016 through June 30, 2017. This agreement has been reviewed and approved by the school district’s attorney.”

6.1.4. Approval of Agreement with Brian P. Dowd 2017

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Brian P. Dowd to provide five (5) full day workshops titled Comprehensive Review of District K-12 Social Studies

Curriculum/Program to assure compliance with new Framework for Social Studies Adopted by the Board of Regents, April 2014. In full consideration for the services to be rendered, the District agrees to pay the sum of \$1,000.00 per day, not to exceed \$5,000.00. This will be paid from the Teacher Center Grant. This agreement shall be in effect for the period January 15, 2017 to June 30, 2017. This contract has been reviewed and approved by the school district’s attorney.”

6.1.5. Approval of Agreement with Gerber Tours 2017

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the rider to the agreement between Sachem Central School District and Gerber Tours for a two day Baltimore tour for Sachem High School North students on March 8, 2017 to March 9, 2017 to be paid for by the families of the participating students. This agreement has been reviewed and approved by the school district’s attorney.”

6.1.6. Notice of Annual Budget Vote & Election of Trustees

RECOMMENDED ACTION: "that the Board of Education of the Sachem Central School District, Towns of Brookhaven, Smithtown, and Islip, Suffolk County, New York, hereby gives notice that the vote on the school district budget and the election of members of the Board of Education, will be held on May 16, 2017, between the hours of 6am and 9pm. Voting will take place at Sachem's 12 elementary schools:

Election District #1	Wenonah Elementary School Lake Grove, NY
Election District #2	Cayuga Elementary School Lake Grove, NY
Election District #3	Gatelot Elementary School Lake Ronkonkoma, NY
Election District #4	Hiawatha Elementary School Lake Ronkonkoma, NY
Election District #5	Nokomis Elementary School Holbrook, NY
Election District #6	Chippewa Elementary School Holtsville, NY
Election District #7	Waverly Elementary School Holtsville, NY
Election District #8	Lynwood Elementary School Farmingville, NY
Election District #9	Tecumseh Elementary School Farmingville, NY
Election District #10	Tamarac Elementary School Holtsville, NY

Election District #11	Merrimac Elementary School
	Holbrook, NY
Election District #12	Grundy Elementary School
	Holbrook, NY

6.1.7. Rental of Voting Machines for Annual Budget Vote and Election of Trustees

RECOMMENDED ACTION: "that, the Board of Education approve the rental of twelve (12) voting machines from the Suffolk County Board of Elections for use on May 16, 2017."

6.1.8. Notice of Public Hearing (Information Item)

The formal Public Hearing on the Annual Budget Proposal will be held on Wednesday, May 3, 2017 in the Board of Education Annex at 7:30pm.

6.1.9. Open Voter Registration (Information Item)

The Board of Education takes this opportunity to remind residents that the District maintains open voter registration. On any school or business day, district residents may register to vote at any district school and in the Office of the District Clerk at the Administrative Annex at Samoset.

There will also be two special voter registration days. They are Wednesday, May 3rd from 7:30pm to 9pm in the Board Room at Samoset Middle School and on Saturday, May 6th from 9am to 1pm at the Office of the District Clerk.

No registrations may be taken in the seven-day period preceding the election. The last day to register to vote is May 9, 2017 at 3pm.

Questions regarding voter registration should be directed to the Office of the District Clerk at 631-471-1331.

6.1.10. Nominating Petitions

RECOMMENDED ACTION: "that petitions nominating candidates for the office of trustee of the Board of Education must be filed with the Office of the District Clerk no later than 5pm on Monday, April 17, 2017. This year it is necessary for nominating petitions to be signed by 115 qualified voters of the district.

NOTICE IS FURTHER GIVEN, that there shall be three (3) trustees of the Board of Education elected for three (3) year terms commencing July 1, 2017 and expiring on June 30, 2020.

6.1.11. Appointment of Assistant Clerks and Chief Inspectors of Election

RECOMMENDED ACTION: "that, pursuant to Election Law, Section 2025, the Board of Education does hereby appoint the following qualified voters as Assistant Clerks and Inspectors of Election for the Annual Budget Vote and Election of Trustees to be held on May 16, 2017; and

FURTHER, that they be compensated at the rate of \$10.00 per hour:

Kathleen	Allert	Holbrook, NY
Howard	Andersen	Farmingville, NY
Marsha	Barth	Ronkonkoma, NY
Wayne	Bauer	Ronkonkoma, NY
Grace	Benedetto	Lake Ronkonkoma, NY
Douglas	Broadhurst	Holbrook, NY
Leonard	Buonaiuto	Lake Grove, NY
Jessica	Cairo-Chrysaf	Holtsville, NY
Grace	Calamuso	Lake Ronkonkoma, NY
Jessica	Cavallaro	Holbrook, NY
Olympia	Daube	Farmingville, NY
John	Delee	Smithtown, NY
Dorothy	Farrell	Farmingville, NY
Jane	Fleischman	Holbrook, NY
Alan	Goldman	Lake Grove, NY
Arthur	Grady	Holbrook, NY
Florence	Graeber	Holbrook, NY
Robert	Graeber	Holbrook, NY
Marsha	Greenspan	Holbrook, NY
Edith	Hendry	Farmingville, NY
Anita	Hochman	Farmingville, NY
Helen	Indovino	Mt. Sinai, NY
Teresa	Kane	Ronkonkoma, NY
Lynette	Kern	Lake Ronkonkoma, NY
Alice	Koelln	Lake Ronkonkoma, NY
Juna	Kollmeier	Medford, NY
Gertrude	Kowalski	Holbrook, NY
Michael	Lowis	Holbrook, NY
Diane	Manfredi	Farmingville, NY
Charles	Marrone	Farmingville, NY
Ann	McCance	Farmingville, NY
Rosemary	McMenamin	Lake Ronkonkoma, NY
Alberta (Honey)	Pabst	Holbrook, NY
James	Pappalardo	Lake Ronkonkoma, NY
Debra	Pennacchio	Holbrook, NY
Linda	Perrotta	Lake Ronkonkoma, NY
Warren	Peterson	Holbrook, NY
Dottie	Priest	Holbrook, NY
Doreen	Schulz	Holbrook, NY
Fran	Tarantino	Holbrook, NY
Susan	Variale	Holbrook, NY

Linda	Virone	Selden, NY
John	Ward	Centereach, NY
Christine	Ward	Centereach, NY
Lesley	Whelen	Ronkonkoma, NY
Fred	White	Farmingville, NY
Joann	Zanelli-Cavallino	Holbrook, NY

6.1.12. Appointment of Chief Election Inspectors

RECOMMENDED ACTION: "that, the Board of Education, pursuant to Education Law, Section 2025, does hereby appoint the following qualified voters as Chief Election Inspectors for the Annual Budget Vote and Election of Trustees to be held on May 16, 2017 and

FURTHER, that they be compensated at the rate of \$10.48 per hour."

Paul	Attard	Holbrook, NY
Carol	Cavallaro	Holbrook, NY
Alice	Davis	Farmingville, NY
Rosemary	Grady	Holbrook, NY
Hector	Guzman	Farmingville, NY
Margaret	Kane	Lake Ronkonkoma, NY
Mary Ellen	Marcoccio	Mt. Sinai, NY
Fred	Pearl	Holbrook, NY
Bernadette	Ripollone	Holbrook, NY
Emily	Vesia	Holbrook, NY
JoAnn	Whelan	Lake Ronkonkoma, NY
Laurie	Wood	Holbrook, NY
Ruth	Zoebelein	Holbrook, NY

6.1.13 Approval of Leasehold Space Agreement with ESBOCES - Sequoya Middle School

WHEREAS, New York State Education Law Section 403-a authorizes a board of education to lease real property that is not currently needed for school district purposes; and

WHEREAS, the Board of Cooperative Educational Services, the First Supervisory District of Suffolk County (“Eastern Suffolk BOCES”) desires to lease the premises located at 750 Waverly Avenue, Holtsville, New York 11742 (commonly known as the Sequoya Middle School) for operation of Eastern Suffolk BOCES’ programs; and

WHEREAS, the Board of Education has confirmed that the premises sought to be leased at Sequoya Middle School are not currently needed for District purposes

and that the lease between the School District and Eastern Suffolk BOCES is in the best interest of the School District;

NOW THEREFORE BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, the Board of Education of the Sachem Central School District hereby authorizes the lease of Sequoya Middle School to Eastern Suffolk BOCES for the term commencing on September 1, 2017 through June 30, 2027 subject to the terms and conditions set forth in the written agreement between the parties; and

BE IT FURTHER RESOLVED that the Board of Education of the Sachem Central School District authorizes the Board President to execute the written Lease Agreement on behalf of the Board of Education.

2. Donations

6.2.1. Donation - Nokomis Elementary School PTA

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, a donation from Nokomis Elementary School PTA in the amount of \$10,090.00. This donation is for the BOCES Performing Arts Code A2111-30-4971.”

6.2.2. Donation - Nokomis Elementary School PTA

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, two (2) donations from Nokomis Elementary School PTA. The total amount is \$3,626.00. These donations are for the BOCES Performing Arts Code A2111-30-4971.”

6.2.3. S.Y.A.G. Donation to Athletic Department

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, the donation of 270 pair of shoulder pads to the Athletic Department. The value of this donation is \$6750.00.”

3. Budget Transfers

6.3.1. Approval of Budget Transfers \$50,000 or Greater

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves budget transfers of \$50,000 or greater:”

- Transfer totaling \$629,740.45 is to fund leave replacements and balance salary budget lines

4. Recommendations from the Committee on Special Education

6.4.1. Recommendations from the Committee on Special Education

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accept the recommendation of the Committee on Special Education for the following meetings”:

2/2, 2/3, 2/6, 2/7, 2/8, 2/9, 2/10, 2/13, 2/14, 2/15

5. Policy Adoption and Abolition

6.5.1. Policy – 2nd Reading and Adoption

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following:”

BE IT RESOLVED THAT the Board of Education approves the second reading and adoption of the revised Policy #0115 Student Harassment and Bullying Prevention and Intervention Formulation, which was previously reviewed by the members of the Board of Education for the first reading on February 1, 2017, and

BE IT FURTHER RESOLVED, that the adoption of the revised Policy #0115, will abolish the following policies:

Policy 0330 Annual Professional Performance Review,
 Policy 0335 Evaluation of Administrative Staff,
 Policy 5020 Equal Educational Opportunities,
 Policy 5020.1 Sexual Harassment of Students,
 Policy 5020.2 Racial Harassment of Students,
 Policy 5020.4 Student Conduct: Hazing,
 Policy 5191 Student with HIV-Related Illness,
 Policy 9110 Equal Employment Opportunity, and
 Policy 9110.2 Sexual Harassment of Employees.

VII. MONTHLY REPORTS

A. Determinations from the Committee on Preschool Special Education

7.A.1. Determinations from the Committee on Preschool Special Education

The determinations from the Committee on Preschool Special Education for the following dates are on file in the office of the District Clerk:

2/2, 2/3, 2/6, 2/7, 2/8, 2/10, 2/13, 2/14, 2/15

B. Board of Education Sub Committees

1. Sachem Legislative Committee

2. Sachem Citizens' Advisory Audit Committee
3. Sachem Budget Advisory Committee

C. 2016-17 Updates to the Board

D. 2016-17 Board Goals

Goal #1 - Provide Safe and Secure Schools

The Board is dedicated to maintaining a safe, secure and orderly environment where anti-bullying and character education programs will be utilized K-12 to promote positive peer relationships, and successful student learning environments.

Goal #2 - Enhance Student Achievement, Quality of Instruction and Leadership Skills

The Board is committed to implementing a curriculum which incorporates critical thinking, collaboration, creativity and civic responsibility. The curriculum is supported by a K-12 Curriculum Council of educators and administrators. Graduates will be college ready and be prepared for 21st century careers.

Goal #3 - Improve Parent, Community and Staff Communication

Continue to enhance communication through a variety of print media and technology resources in an effort to be environmentally responsible.

Goal #4 - Improve Fiscal Responsibility and Accountability throughout the District

Continue to focus on balancing the needs of students with taxpayer sensitivity.

Goal #5 - Technology Integration

Curriculum will require students to exhibit a range of functional and critical thinking skills related to information media and technology.

Goal #6 - Committed to Providing the Staff With the Necessary Tools and Support to Provide the Students With the Highest Quality Education

Creating an environment conducive to personal and career growth. Encouraging employees to reach their full potential and positively impact the Sachem students. Encouraging and empowering employees to think outside of the box, make recommendations for improvement in order to help students reach new levels of success. Encouraging participation in district activities/events aimed at improved employee and student moral and increased community involvement. Making Sachem a great place to work, live and learn.

Goal #7 - We Are Sachem

The Board is dedicated to promoting one Sachem family and collaboration amongst our 15

schools. This will support consistent academic programs and activities.

VIII. CLOSING

A. Visitors (Each visitor will be limited to 3 minutes)

Upon the recommendation of Superintendent of Schools, the Board of Education may hear from members of the audience who wish to present any matters of importance.

B. Board of Education Discussion of Future Agenda Items

Any member of the Board of Education wishing to propose a future agenda item present a motion to the Board of Education for consideration.

C. Next Meeting

The next Work Session meeting of the Board of Education will be held on March 8, 2017 at 7:30 PM in the Board Room at Samoset Middle School.

IX. EXECUTIVE SESSION

The Board of Education may choose to adjourn to executive session to discuss District matters.

X. ADJOURN

Policy 0115

STUDENT HARASSMENT AND BULLYING PREVENTION AND INTERVENTION

The Board of Education is committed to providing an educational and working environment that promotes respect, dignity and equality. The Board recognizes that discrimination, such as harassment, hazing and bullying, are detrimental to student learning and achievement. These behaviors interfere with the mission of the district to educate its students and disrupt the operation of the schools. Such behavior affects not only the students who are its targets but also those individuals who participate and witness such acts.

To this end, the Board condemns and strictly prohibits all forms of discrimination, such as harassment, hazing and bullying on school grounds, school buses and at all school-sponsored activities, programs and events.

Discrimination, harassment, hazing or bullying that takes place at locations outside of school grounds such as cyberbullying, which creates or can be reasonably expected to create a material and substantial interference with the requirements of appropriate discipline in the operation of the school or impinge on the rights of other students are prohibited, and may be subject to disciplinary consequences.

Definitions

Bullying

Bullying, under the amended Dignity for All Students Act, has the same meaning as harassment.

Cyberbullying

Cyberbullying is defined as harassment (see below) through any form of electronic communication including, but not limited to, instant messaging, email, websites, chat rooms and text messaging.

Discrimination

Discrimination is the act of denying rights, benefits, justice, equitable treatment or access to facilities available to all others, to an individual or group of people because of the group, class or category to which that person belongs (as enumerated in the Definitions section, under Harassment, below). 2 0115

Hazing

Hazing is an induction, initiation or membership process involving harassment which produces public humiliation, physical or emotional discomfort, bodily injury or public ridicule or creates a situation where public humiliation, physical or emotional discomfort, bodily injury or public ridicule is likely to occur.

Harassment

Harassment has been defined in various ways in federal and state law and regulation. The Board recognizes that these definitions are important standards, but the Board's goal is to prevent misbehavior from escalating in order to promote a positive school environment and to limit liability. The Dignity for All Students Act (§§10-18 of Education Law) defines harassment as the creation of a hostile environment by conduct or by threats, intimidation or abuse, including cyberbullying, that (a) has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical well-being; (b) reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; (c) reasonably causes or would reasonably be expected to cause physical injury or emotional harm to a student; or (d) occurs off school property and creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation or abuse might reach school property. The harassing behavior may be based on any characteristic, including but not limited to a person's actual or perceived:

- race,
- color,
- weight,
- national origin,
- ethnic group,
- religion,
- religious practice,
- disability,
- sex,
- sexual orientation, or
- gender (including gender identity and expression).

For the purpose of this definition the term "threats, intimidation or abuse" shall include verbal and non-verbal actions.

In some instances, bullying or harassment may constitute a violation of an individual's civil rights. The district is mindful of its responsibilities under the law and in accordance with district policy regarding civil rights protections.

In order to streamline the wording of this policy and regulation the term bullying will be used throughout to encompass harassment, intimidation, cyberbullying and hazing behaviors.

Prevention

The school setting provides an opportunity to teach children, and emphasize among staff, that cooperation with and respect for others is a key district value. A program geared to prevention is designed to not only decrease incidents of bullying but to help students build more supportive relationships with one another by integrating the bullying prevention program into classroom instruction. Staff members and students will be sensitized, through district-wide professional

development and instruction, to the warning signs of bullying, as well as to their responsibility to become actively involved in the prevention of bullying before overt acts occur.

The Superintendent of Schools or his/her designee shall develop and implement a school strategy to prevent harassment, bullying and discrimination as well as procedures and guidelines, as needed, to fulfill the purpose of this policy in the School District, including intervention and non-discriminatory instructional and counseling methods and guidelines relating to the development of measured, balanced and age-appropriate responses to instances of harassment, bullying or discrimination by students, with remedies and procedures following a progressive model that make appropriate use of intervention, discipline and education, vary in method according to the nature of the behavior, the developmental age of the student and the student's history of problem behaviors, and are consistent with the School District's Code of Conduct.

Curricular material that raises awareness and sensitivity to discrimination or harassment and civility in the relationships of people of different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, sexes or gender expression or identities will be included in the instructional program K-12.

The School District will include in the course of instruction in grades kindergarten through twelve a component on civility, citizenship and character education. Such component shall instruct students on the principles of honesty, tolerance, personal responsibility, respect for others, with an emphasis on discouraging acts of harassment, bullying and discrimination, observance of laws and rules, courtesy, dignity and other traits which will enhance the quality of their experiences in, and contributions to, the community. The component shall support the development of a school environment free of harassment, bullying and discrimination and shall also include instruction on the safe, responsible use of the internet and electronic communications. For purposes of this policy, "tolerance," "respect for others" and "dignity" shall include awareness and sensitivity to bullying, discrimination or harassment and civility in the relations of people of different races, colors, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, genders and sexes.

In order to implement this program the Board will designate at its annual organizational meeting a Dignity Act Coordinator (DAC) for each school in the district. One of the DAC's will be designated as the district-wide coordinator whose responsibilities are described in the accompanying regulation. The role of each DAC is to oversee and enforce this policy in the school to which they are assigned and to receive reports of harassment, bullying and discrimination.

In addition, the Superintendent will establish a district-wide Task Force on Bullying Prevention, as well as Bullying Prevention Coordinating Committees in each school that will be overseen by the district-wide DAC. Committees will include representation from staff, administration, students and parents. The district-wide task force and the school-level committee will assist the administration in developing and implementing specific prevention initiatives, including early identification of bullying and other strategies. In addition, the program will include reporting,

investigating, remedying and tracking allegations of bullying. The accompanying regulation provides more detail on the specific programs and strategies implemented by the district.

Intervention

Intervention by adults and bystanders is an important step in preventing escalation and resolving issues at the earliest stages. Intervention will emphasize education and skill-building.

Successful intervention may involve remediation. Remedial responses to bullying and harassment include measures designed to correct the problem behavior, prevent another occurrence of the behavior and protect the target. Remediation may be targeted to the individual(s) involved in the bullying behavior or environmental approaches which are targeted to the school or district as a whole.

In addition, intervention will focus upon the safety of the target. Staff is expected, when aware of bullying, to either refer the student to designated resources for assistance, or to intervene in accordance with this policy and regulation.

Provisions for students who do not feel safe at school

The Board acknowledges that, notwithstanding actions taken by district staff, intervention may require a specific coordinated approach if the child does not feel safe at school. Students who do not feel safe at school are limited in their capacity to learn and reach their academic potential. Staff, when aware of bullying, should determine if accommodations are needed in order to help ensure the safety of the student and bring this to the attention of the building principal. The building principal, other appropriate staff, the student and the student's parent will work together to define and implement any needed accommodations.

The district recognizes that there is a need to balance accommodations which enhance student safety against the potential to further stigmatize the targeted student. Therefore, each case will be handled individually. The student, parent/guardian, and school administration will collaborate to establish safety provisions that best meet the needs of the targeted student. Follow-up discussion and/or meetings will be scheduled, as needed, to ensure that safety concerns have been adequately addressed and to determine when and if accommodations need to be changed or discontinued.

Incident Reporting and Investigation

Although it can be difficult to step forward, the district can't effectively address bullying if incidents are not reported. Students who have been bullied, parents whose children have been bullied or other students who observe bullying behavior are encouraged and expected to make a verbal and/or written complaint to any school personnel in accordance with the training and guidelines provided. Staff who observe or learn of incident(s) of bullying are required, in accordance with State law, to make an oral report to the Building Principal or DAC within one school day and to fill out the district reporting form within two school days. If a staff person is unsure of the reporting procedure, he/she is expected to inquire about how to proceed by speaking with his/her supervisor. A district employee may be deemed to have permitted

unlawful discrimination or harassment if he/she fails to report an observed incident, whether or not the target complains.

At all times, complaints will be documented, tracked and handled in accordance with the regulations and procedures accompanying this policy, or, if applicable, [0100, Equal Opportunity and Nondiscrimination, or 0110, Sexual Harassment] and the district's Code of Conduct. The Building Principal will prepare a report for the Superintendent based on complaints filed.

An equitable and thorough investigation will be carried out by DAC or Building Principal in accordance with the accompanying regulation. In addition, the results of the investigation shall be reported back to both the target and the accused as specified in the accompanying regulation. If either of the parties disagrees with the results of the investigation, they can appeal the findings in accordance with the regulations that accompany this policy. Verified bullying incidents that meet the criteria established by the state will be included in the statewide reporting system when applicable, in accordance with law and regulation.

The Board will receive the annual VADIR report, as well as any other state-required report relevant to bullying and/or school climate, for each building and for the district as whole. Based on the review of the data, the Board may consider further action, including but not limited to modification of this policy and additional training.

Disciplinary Consequences/Remediation

While the focus of this policy is on prevention, bullying acts may still occur. In these cases, offenders will be given the clear message that their actions are wrong and the behavior must improve. Student offenders will receive in school guidance in making positive choices in their relationships with others. If appropriate, disciplinary action will be taken by the administration in accordance with the district's Code of Conduct, as applicable. If the behavior rises to the level of criminal activity, law enforcement will be contacted.

Consequences for a student who commits an act of bullying shall be unique to the individual incident and will vary in method and severity according to the nature of the behavior, the developmental age of the student, and the student's history of problem behaviors, and must be consistent with the district's Code of Conduct.

Non-Retaliation

All complainants and those who participate in the investigation of a complaint in conformity with state law and district policies, who have acted reasonably and in good faith, have the right to be free from retaliation of any kind.

Training

The Board recognizes that in order to implement an effective bullying prevention and intervention program, professional development is needed. The Superintendent, the district wide DAC and the District Professional Development Team will incorporate training to support this program in new teacher orientation and the annual professional development plan, as needed.

Training opportunities will be provided for all staff, including but not limited to bus drivers, cafeteria and hall monitors and all staff who have contact with students. The DACs will be trained in accordance with state requirements and will continue their professional development so as to successfully support this policy and program.

In accordance with state law, the Superintendent of Schools or his/her designee will designate at least one (1) staff member at every school as a Dignity Act Coordinator who is approved by the Board and who will be instructed in the provisions of the Dignity for All Students Act; thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender and sex; and provided training: (1) which addresses the social patterns of harassment, bullying and discrimination, including but not limited to those acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex; (2) in the identification and mitigation of harassment, bullying and discrimination; and (3) in strategies for effectively addressing problems of exclusion, bias, and aggression in educational settings. Each Coordinator shall be employed by the School District and be licensed and/or certified by the Commissioner as a classroom teacher, school counselor, school psychologist, school nurse, school social worker, school administrator or supervisor, or Superintendent of Schools. The name and contact information of the Dignity Act Coordinator shall be disseminated in accordance with state law and the Commissioner's Regulations.

Dissemination, Monitoring, Review, and Reporting

This policy, or a plain language summary, shall be published in student registration materials, student, parent and employee handbooks, and posted on the district's website. A bullying complaint form will be available on the district's website. The district will ensure that the process of reporting bullying is clearly explained.

The School District shall report material incidents of discrimination, bullying and harassment of students to the Department of Education as mandated by the Regulations of the Commissioner of Education, but in no case less than on an annual basis.

Each year, as part of the annual review of the Code of Conduct, this policy will be reviewed to assess its effectiveness and compliance with state and federal law. If changes are needed, revisions will be recommended to the Board for its consideration.

The Board will receive the annual VADIR report, for each building and for the district as whole, with particular attention to the trends in the incidence of bullying. In addition, the Board will receive on an annual basis a more detailed report of the number of bullying incidents that occur, disaggregated by school, student demographic information and type of incident. Based on the review of the data, the Board may consider further action, including but not limited to modification of this policy and additional training.

The district will ensure that reporting of information to the public will be in a manner that complies with student privacy rights under the Family Educational Rights and Privacy Act (FERPA).

Cross-ref: 0100, Equal Opportunity and Nondiscrimination
0110, Sexual Harassment
4321, Programs for Students with Disabilities
5300, Code of Conduct
5710, Violent and Disruptive Incident Reporting
9700, Staff Development

Ref: Dignity for All Students Act, Education Law, §10 - 18
Americans with Disabilities Act, 42 U.S.C. §12101 et seq.
Title VI, Civil Rights Act of 1964, 42 U.S.C. §2000d et seq.
Title VII, Civil Rights Act of 1964, 42 U.S.C. §2000e et seq.;
34 CFR §100 et seq.
Title IX, Education Amendments of 1972, 20 U.S.C. §1681 et seq.
§504, Rehabilitation Act of 1973, 29 U.S.C. §794
Individuals with Disabilities Education Law, 20 U.S.C §§1400 et seq.
Executive Law §290 et seq. (New York State Human Rights Law)
Education Law §§313(3), 3201, 3201-a

Adoption date: June 20, 2012

Revised date: June 19, 2013