

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

December 21, 2016

7:30 PM

Board of Education Room

Approved on 1/18/2017 as written – Official Document

I. OPENING OF MEETING

Members Present: Anthony Falco, Board President
Robert Scavo, Vice President
Teri Ahearn
Vic Canales
William Coggin
Dorothy Roberts
Laura Slattery
Sara Wottawa
Jillian Lamia, Student Member
Ryan Stahl, Student Member

Members Absent: Mike Matlat

Also Present: Kenneth E. Graham, Ed.D, Superintendent of Schools
John O’Keefe, Asst. Supt. for Business
Kristen Capel-Eden, Asst. Supt. for Personnel
Steven Cohen, Ph.D., Interim Asst. Superintendent for Curriculum and Instruction
Anthony Mauro, Ed. D., Interim Asst. Superintendent for Administration
Sue Gibson, Esq. Ingerman Smith
Allison Florio, District Clerk

Call to Order Meeting held at Samoset MS, was called to order by President Falco at 7:30pm.

Salute to the Flag

Moment of Silence

SUPERINTENDENT’S REPORT

- There was an incident this morning involving an East HS student. We ask that you please keep this student and family in your prayers.
- Special thank you to the student performers for welcoming all of our guests to tonight’s meeting.
- Thank you to the entire faculty, staff and students for their generosity in giving to others during this holiday season.
- Our next Board of Education meeting will come quickly after the holiday break - January 4th.
- *Wishing the entire Sachem family a happy and healthy holiday season!!*

Approval of Minutes

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Ms. Ahearn, and approved unanimously (8-0), to approve the following minutes:

November 2, 2016 - Work Session
November 16, 2016 - Regular Meeting

II. Recognitions

Accomplished Music Students
 NYSCAME, LISFA and All-State

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

The Board heard comments and concerns from a member of the audience.

IV. BUSINESS ITEMS

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Ms. Wottawa, and approved unanimously (8-0), to approve the business item 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 16-30 Uniforms for District Staff	Approve
b. B 16-14 Library Supplies	Approve
c. B 16-205 Graduation Programs	Approve
d. B 16-206 Diplomas, Covers & Seals	Approve
e. B 16-212 Chair Rental – June 2017 Graduation	Approve

PERSONNEL ITEMS

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Coggin, and approved unanimously (8-0), to approve the consent agenda for personnel items 5.A.1. through 5.C.1.

A. Teachers

5.A.1. Approval of Substitute Teachers

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Coggin, and approved unanimously (8-0), to approve the substitute teacher list as follows”:

- Name**
 Biggs, Michael
 Kennedy, Padraic

5.A.2. Termination/Resignation of Substitute Teachers

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Coggin, and approved unanimously (8-0), to approve the termination/resignation of substitute teachers as follows”:

<u>Name</u>	<u>Date</u>
Davila, Steven	12/13/16
Gonzalez, Sandy	12/2/16
Rabin, Bonnie	12/7/16
Vettorato, Nicole	12/14/16

5.A.3. Extracurricular Clubs/Activities (SEC)

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Coggin, and approved unanimously (8-0), to approve the following resignation of an extracurricular club advisor for the 2016-2017 school year”:

<u>School</u>	<u>Club/Activity</u>	<u>Advisor</u>	<u>Service Ends</u>
North	Drama Producer	Cindy Morabito	11/30/16

5.A.4. Approval of Applied Behavioral Analysis (ABA) Specialists for 2016-17 School Year

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Coggin, and approved unanimously (8-0), to approve the following personnel as ABA Specialists for the 2016-17 school year”:

Karen Garbedian

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Coggin, and approved unanimously (8-0), to approve the following Spring Coaching Assignments for the 2016-17 school year:”

Boys Lacrosse
East Varsity - Larry Collins (OOD)

B. Support Staff

5.B.1. Resignation/Termination of Substitute Support Services Personnel (Exempt, Labor and Non-Competitive)

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Coggin, and approved unanimously (8-0), to 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>	
Mughal, Javeria	12/21/16
Payea, Melissa	12/3/16

5.B.2. Appointment of Support Services Personnel (Exempt, Labor and Non-Competitive)

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Coggin, and approved unanimously (8-0), to approve the probationary appointment of support services personnel (exempt, labor and non-competitive) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Gundlach, Keri	Office Aide/ D.O.Samoset/Personnel	\$10.00/hr.	1/3/17	None
Mughal, Javeria	Special Ed Aide/ Merrimac	\$11.68/hr.	12/22/16	None

C. Administrators

5.C.1. Appointment of Leave Replacement Assistant Principal

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Coggin, and approved unanimously (8-0), to approve the following:

BE IT RESOLVED, that the Board of Education approve the appointment of Wayne Cronk as a leave replacement Assistant Principal at Sagamore Middle School effective January 6, 2017 through February 17, 2017 at a per diem rate of \$600 and no fringe benefits.

VI. ACTION ITEMS

1. CONTRACTS

6.1.1. Approval of UPSEU (United Public Service Employees Union) Memorandum of Agreement

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Ms. Wottawa, and approved unanimously (8-0), to approve a Memorandum of Agreement between the UPSEU (United Public Service Employee Union) and the Sachem Central School District dated November 23, 2016."

2. CONTRACTS FOR CONSENT AGENDA FOR ACTION ITEMS 6.2.1 THROUGH 6.2.9.

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to approve the consent agenda for action items 6.2.1. through 6.2.9.

6.2.1. Approval of Agreement with Bibliotheca 2016-17

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to approve the service and maintenance agreement with bibliotheca to provide service to the library detection equipment and Bookcheck for the middle school and high school libraries. The service term will be from July 1, 2016 through June 30, 2017. The fee for this service is \$5,728.00.

BE IT RESOLVED, as per section 103 of the General Municipal Law the Board may standardize by resolution on a particular type of material or equipment. Standardization restricts a purchase to a specific model or type of equipment or supply.

The resolution, shall state that for reasons of efficiency and/or economy there is a need for standardization.

The adoption of such a resolution does not eliminate the necessity for conformance to the competitive bidding requirements.”

6.2.2. Approval of Agreement with SCO Family of Services/Madonna Heights 2016-17

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to approve the agreement between Sachem Central School District and SCO Family of Services/Madonna Heights to provide adequate instruction, related services and/or a facility to students during the school year. The tuition rate will be set by the State Education Department. The term of this agreement shall be from July 1, 2016 to June 30, 2017. This agreement has been reviewed and approved by the school district’s attorney.”

6.2.3. Approval of Agreement with Town of Brookhaven - Salt, Sand and General Repairs 2017

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to authorize the President of the Board of Education, Anthony Falco, to execute the renewal of the agreement between the Sachem School District and the Town of Brookhaven for salt, sand and general repairs as needed.”

6.2.4. Approval of Translation Service Agreement with Frontline Technologies Group, LLC

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to approve the translation service agreement with Frontline Technologies Group, LLC to provide rights to access and use certain Software on websites on the Internet for translation services. The fee for each translation will be as set forth in the attached quote. There is no initial fee or annual fee for the translation service. This agreement has been reviewed and approved by the school district’s attorney.”

6.2.5. Approval of Agreement with Music Theater International

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to approve the musical agreement between Music Theater International and Sachem Central School District for a royalty fee, rental fee, security fee and additional materials for the production of “Bullets Over Broadway the Musical” at Sachem High School North. The total cost of these fees is \$3,255.00 of which \$3,000 will be paid by the District Office for Music and Art and the balance of \$255.00 to be paid by Sachem High School North Extra Classroom Activity Account.”

6.2.6. Approval of Special Education Services Agreement with West Islip UFSD 2016-17

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to approve the agreement between Sachem Central School District and West Islip Union Free School District to provide special education services to parentally placed students with disabilities, when such students attend private schools in the West Islip UFSD but reside in Sachem CSD. The cost for these services is in accordance with Education Law Section 3602-c and the Regulations of the Commissioner of

Education, Part 177. The term of this agreement shall be from July 1, 2016 through June 30, 2017.”

6.2.7. Approval of Agreement with School Aid Specialists 2016-17

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to approve the agreement between Sachem Central School District and School Aid Specialists to review our current and prior year financial and student records for all applicable funding years as part of its revenue recovery service. They will prepare or assist staff with any correspondence, STAC forms, BEDS data, SA-100/ST-3 revisions or other communications needed to effectuate any such findings and provide staff training and recommendations in areas related to their findings. They will provide a report detailing any such findings and recommendations. The District agrees to pay \$27,200.00 to be paid in two (2) equal installments on or before January 31, 2017 and June 30, 2017 respectively. This agreement shall be in effect for the period July 1, 2016 to June 30, 2017. This contract has been reviewed and approved by the school district’s attorney.”

6.2.8. Approval of Health and Welfare Services Agreement with West Islip UFSD 2016-17

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to approve the agreement between Sachem Central School District and West Islip Union Free School District to provide health and welfare services to students who reside in the Sachem Central School District. The rate for this service is \$891.72 per student. 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.”

6.2.9. Amendment to the Agreement with Long Island Tutorial Services 2016-17

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to approve the amendment to the agreement between Sachem Central School District and Long Island Tutorial Services. Paragraph 8(b) shall be deleted in its entirety and replaced with the following:

SCHOOL DISTRICT shall not incur any charges should SERVICE PROVIDER, its employees, and/or agents fail to attend a session for any reason whatsoever. Should an individual student be absent or unable to attend a session, for any reason whatsoever, SCHOOL DISTRICT shall not be responsible for payment of the fee(s) associated with such services where SCHOOL DISTRICT has notified SERVICE PROVIDER twenty four (24) hours in advance of the absence. SCHOOL DISTRICT will endeavor to notify SERVICE PROVIDER of a student’s absence whenever practicable. In the event twenty four (24) hour advance notice is not given by SCHOOL DISTRICT, SERVICE PROVIDER shall use the time allotted for services for the purpose of required paperwork or other student related work for SCHOOL DISTRICT.

This amendment shall be in effect for the period July 1, 2016 to June 30, 2017. This amendment has been reviewed and approved by the school district’s attorney.”

3. ADDITIONAL ACTION ITEMS 6.3.1. THROUGH 6.3.4.

6.3.1. ATHLETIC TEAMS- OVERNIGHT TRIPS

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Ms. Wottawa, and approved unanimously (8-0), to approve the following athletic trips:

- Sachem North Arrowettes to attend the 2017 NDA National Dance Competition in Orlando, Florida on March 1-6, 2017.
- Sachem East Arrowettes to attend the 2017 NDA National Dance Competition in Orlando, Florida on March 2-6, 2017.

** Please find the attached itineraries containing details of these trips. There will be no cost to the district for these competitions.

6.3.2. Donation - Lynwood Avenue Elementary School PTA

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Canales, and approved unanimously (8-0), to accept with gratitude, a donation from Lynwood Avenue Elementary School PTA in the amount of \$21,336.12. This donation is for the BOCES Performing Arts Code A2111-30-4971.”

6.3.3. Donation - Cohn Reznick Advisory Group

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Ahearn, and approved unanimously (8-0), to accept with gratitude, a donation of thirteen (13) computer flat screen monitors and one (1) flat screen SHARP television from Mr. Kevin DeLuise, CPA, of Cohn Reznick Advisory Group, to Merrimac Elementary School. The value of this donation is approximately \$700.00.”

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Ms. Wottawa, and approved unanimously (8-0), to approve budget transfers of \$50,000 or greater:”

- Transfers totaling \$3,469,858.55 are to balance negative salary codes

4. Recommendations from the Committee on Special Education

6.4.1. Recommendations from the Committee on Special Education

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, and seconded by Ms. Slattery, and approved unanimously (8-0), to accept the recommendation of the Committee on Special Education for the following meetings”:

12/8, 12/9, 12/13, 12/14, 12/15, 12/19, 12/20, 12/21

VII. MONTHLY REPORTS

A. Damage & Loss Summary

7.A.1. Damage & Loss Summary

The summary report reflects damage and loss for the period ending November 2016.

B. Determinations from the Committee on Preschool Special Education

7.B.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:

12/8, 12/13, 12/14, 12/15, 12/20

Reports from Board of Education Sub Committees

Policy Committee- Ms. Roberts reported. Last week Ms. Roberts, Ms. Slattery, Dr. Graham and Mary Anne Sadowski, Esq. met to discuss changes to the Board of Education's policy on policies. A revision of this policy will appear on a future agenda for readings and adoption. (*Copy of revised policy available in the Office of the District Clerk.*)

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**VISITORS (EACH VISITOR WILL BE LIMITED TO 3 MINUTES)**

None.

Next Meeting

The next Work Session meeting of the Board of Education will be held on January 4, 2017 at 7:30 PM in the Board Room at Samoset Middle School.

IX. EXECUTIVE SESSION

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Roberts, and approved unanimously (8-0) to convene into Executive Session at 8:00pm to discuss pending litigation. Mr. Matlat arrived into executive session at 8:37pm.

X. ADJOURN

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, and seconded by Ms. Slattery, and approved unanimously (9-0) to adjourn Executive Session at 8:55pm.

Respectfully Submitted,

Allison Florio

District Clerk