

SACHEM CENTRAL SCHOOL DISTRICT
51 SCHOOL STREET, LAKE RONKONKOMA, NY 11779
WORK SESSION AGENDA

January 4, 2017

7:30 PM

Board of Education Room

Approved on 2/15/2017 as written – Official Document

I. OPENING OF MEETING

Members Present: Anthony Falco, Board President
Robert Scavo, Vice President
Teri Ahearn
Vic Canales
William Coggin
Mike Matlat
Sara Wottawa
Jillian Lamia, Student Member

Members Absent: Dorothy Roberts
Laura Slattery
Ryan Stahl, Student Member

Also Present: Kenneth E. Graham, Ed.D, Superintendent of Schools
Kristin Capel-Eden, Asst. Supt. for Personnel
Steven Cohen, Ph.D., Interim Asst. Superintendent for Curriculum and Instruction
Anthony Mauro, Interim Asst. Superintendent for Administration
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

- Our district has submitted our APPR plan by the state deadline, as to not jeopardize any eligibility of receiving our state aid.
- Anticipate our budget calendar being released on January 9, 2017. We anticipate approx. 2 budget presentations per month.
- Look for the Smart Schools Investment Plan on website. These improvements will be covered under a reimbursement plan and will not cost additional funds to our community.
- We are anticipating the new district website to be launched early spring. All templates are built and we are in the process of moving all content over.
- Please visit www.sectionxi.org for all athletic schedules. Come out to support our athletic teams as they continue to compete throughout their winter seasons.
- The next round of winter concerts are approaching. Please check the school calendar and support our talented musicians.

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

None.

PERSONNEL ITEMS

III. CONSENT AGENDA FOR PERSONNEL ITEMS 3.A.1. THROUGH 3.B.3.

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the consent agenda for personnel items 3.A.1. through 3.B.3.

A. Teachers

3.A.1. Appointment of Alternate Evening High School Staff for the 2016-17 School Year

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the following Alternate Evening High School staff for the 2016-17 school year”:

Ryan Munkwitz	Science
Heidi Michta	Art

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the termination/resignation of substitute teachers as follows”:

<u>Name</u>	<u>Date</u>
Hoch, Daniel	12/12/16

3.A.3. Approval of Substitute Teachers

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the substitute teacher list as follows”:

<u>Name</u>
Bisono, Angelina
Buckley, Stephanie
Gambler, Allen
Lynch, Victoria
Mensch, Geraldine
Munkwitz, Ryan
Roubal, Brittney

3.A.4. Approval of Non Aligned Substitute Rates

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the following rates for Substitute Teachers as follows”:

Substitute Teacher - 40 day - Secondary Period Coverage \$15.00/period

Substitute Teacher - 40 day - Hourly Rate (Based on Secondary Coverage) \$21.42/hour

B. Support Staff

3.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. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), 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>Aides</u>	
Faber, Tanya	1/4/17
<u>Nurse</u>	
Antonelli, Donna	1/5/17
Dodenhoff, Michele	1/4/17

3.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. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), 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>
Dodenhoff, Michele	Registered Nurse/ Lynwood	\$41,882	1/5/17	26 weeks 1/5/17- 7/6/17
Faber, Tanya	Special Ed Aide/Waverly	\$11.68/hr.	1/5/17	None

3.B.3. Approval of Sick Day Donation to Member of UPSEU

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the following resolution:

BE IT RESOLVED THAT the Board of Education authorizes the Board President to execute a Memorandum of Agreement dated January 4, 2017 with UPSEU to provide a one-time sick bank that allows unit members to voluntarily donate a certain number of sick days to a convalescing unit member.

3.B.4. Approval of Agreement for Support Staff Employee

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Scavo, and approved unanimously (7-0), to approve the following resolution:

BE IT RESOLVED, that the Board of Education hereby approves a Stipulation of Settlement with an employee whose name has been made known to the Board of Education in Executive Session, a copy of which has been previously reviewed by the members of the Board of Education, and

BE IT FURTHER RESOLVED, that the irrevocable resignation of said employee is hereby accepted pursuant to the terms of said Stipulation of Settlement, and

BE IT FURTHER RESOLVED, that the Superintendent of Schools is authorized to execute said agreement on behalf of the District.

IV. ACTION ITEMS

1. **Mini Contracts Consent Agenda for Action Items 4.1.1. through 4.1.5.**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the consent agenda for mini contracts action items 4.1.1 through 4.1.5.

4.1.1. **Approval of Agreement with Ascent: A School for Individuals with Autism 2016-17**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the agreement between Sachem Central School District and Ascent: A School for Individuals with Autism to provide adequate instruction, related services and/or a facility to students enrolled at the facility during the school year. The School District will pay the tuition rate 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.

4.1.2. **Approval of Agreement with Adelphi University 2016-17**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the agreement between Sachem Central School District and Adelphi University to provide qualified juniors and seniors an opportunity to enroll in college credit bearing courses from Adelphi University while concurrently enrolled in Sachem CSD. Offered during the academic year, this program provides the opportunity to student and parents to reduce future college tuition costs and serves as an assessment of a student's ability to do college level work. Tuition and fees are payable to Adelphi University. The term of this agreement is for the 2016-2017 academic year. This agreement has been reviewed and approved by the school district's attorney."

4.1.3. **Approval of Agreement with Greenburgh-Graham UFSD 2016-17**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the agreement between Sachem Central School District and Greenburgh-Graham Union Free School District to provide a special education program and/or services to the student covered by this agreement. The District shall provide adequate instruction, related services and/or a facility to the students during the school year. The School District will pay the tuition rate 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."

4.1.4. Approval of Agreement with Michael A. Mennella, MD 2016-17

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the agreement between Sachem Central School District and Michael A. Mennella, MD to provide psychiatric evaluation services. The cost is \$425.00 per evaluation with written report. 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."

4.1.5. Superintendent Registration for New Superintendents Institute

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Ahearn, and seconded by Mr. Canales, and approved unanimously (7-0), to approve the attendance of Dr. Kenneth E. Graham in the New Superintendents Institute scheduled for March 5-7, 2017 in Albany, New York at the Hilton. The cost of the orientation is \$744.00.

4.1.6. Approval of Special Education Settlement 2016-17

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Matlat, and seconded by Mr. Scavo, and approved unanimously (7-0), to approve the following resolution:

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution":

BE IT RESOLVED, that the President of the Board of Education is authorized to enter into an agreement resolving a contemplated due process impartial hearing request to be filed on behalf of a student classified with a disability."

2. Recommendations from the Committee on Special Education**4.2.1. 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. Ahearn, and approved unanimously (7-0), to accept the recommendation of the Committee on Pre-School Special Education for the following meetings":

1/4/17

V. MONTHLY REPORTS**A. Determinations from the Committee on Preschool Special Education****5.A.1. Determinations from the Committee on 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:

12/22/16

B. Board of Education Sub Committees

Policy Committee – First Read of Policy 2410

Dr. Graham reported that additional updates and changes to the district policies will be forthcoming as the policy committee reviews all policies over the next year or two.

VI. CLOSING**Visitors (Each visitor will be limited to 3 minutes)**

The Board heard comments and concerns from members of the audience.

Board of Education Discussion of Future Agenda Items

The Board will discuss the possible reinstatement of athletic teams as the budget planning continues and the Section XI deadline for team submissions approaches.

The District and Board will keep abreast of the state of the State affairs as the budget process moves forward.

Next Meeting

The next Regular meeting of the Board of Education will be held on January 18, 2017 at 7:30 PM in the Board Room at Samoset Middle School.

VII. EXECUTIVE SESSION

No executive session.

VIII. ADJOURN

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, and seconded by Mr. Scavo, and approved unanimously (7-0), to adjourn at 7:53pm.

Respectfully Submitted,

Allison Florio
District Clerk

- *“Page 1 of 6” will be removed from the bottom of page 1 of Policy 2410*

Policy 2410

FORMULATION, ADOPTION AND AMENDMENT OF POLICIES

The Board of Education recognizes that the adoption of written policies constitutes the basic method by which the Board outlines the governance and leadership in the operation of the district. Policies may be proposed for adoption, change, or repeal at any regular or special Board meeting, by any member of the Board of Education or the Superintendent of Schools. Policy proposals and suggested amendments to or revisions of existing policies shall be submitted to all members of the Board and to the Superintendent of Schools in writing prior to a regularly scheduled Board meeting in which such proposed policies, amendments, or revisions shall be read and discussed. The Board delegates to the Superintendent the responsibility and authority to establish any and all rules, regulations, and/or procedures necessary to implement and maintain its policies.

Accordingly, the Superintendent is directed to initiate a program of Board policy revision to include the following items:

1. periodic review and evaluation of all current Board policy;
2. preparation of additional policies as needed;
3. consultation with district staff ; and
4. presentation of proposed policy in draft form to the Board for consideration prior to action.

The Board of Education may, in its discretion, establish a Policy Committee to undertake periodic review of the policy manual. Said committee shall be advisory only.

Since policies often affect the students, employees and/or citizens of the district, the Board shall make a continuing effort to try to involve as many relevant groups as reasonable during policy development. Development of all such proposals for new or amended policies prior to their submission to the Board for action shall include, to the fullest extent possible, deliberative discussions with all persons to be affected, or their representatives. Once a proposed policy has been drafted, revised or proposed to be abolished, it will be placed on the Board of Education's agenda for a first reading, giving all individuals an opportunity to comment on the proposed policy. In addition, to assure these groups a reasonable opportunity to advise the Board of their reactions to and feelings about proposed policies, no official Board vote shall take place on a policy adoption, change, or repeal at the meeting during which it is first presented to the Board for consideration, unless a majority of the Board determines that it is necessary to do otherwise. A vote for adoption, change or repeal shall take place at the next succeeding regular Board meeting. The Superintendent of Schools, or his/her designee, will consult with the school attorney, as necessary, prior to the adoption, modification or repeal of a Board of Education policy.

To adopt, change, or repeal a policy requires a majority vote of the entire Board.

The formal adoption of policies shall be recorded in Board minutes. Only those written statements so adopted and so recorded shall be regarded as official Board policy. Every Board and staff

member shall have access to the Board Policy Manual. The Board of Education's policy manual shall be kept in the School District's administrative office and shall be made available to the public upon request. A copy of the Board of Education's policy manual shall also be kept in each school building, be posted on the School District's website and such other locations as specified by the Board of Education.

Suspension Of Policies

Policies and Board of Education-adopted regulations, except for those required by law or contract, shall be subject to suspension for a specified purpose and limited time by a majority vote of all members of the Board of Education at a meeting in which the call for the proposed suspension has been described in writing, or upon a two-thirds vote of all members of the Board when no such written notice has been given.

Administration In Policy Absence

In cases in which action must be taken where the Board of Education has provided no guidelines for administrative action, the Superintendent of Schools shall have the power to act, but his/her decisions shall be subject to review by the Board at its regular meeting. It shall be the duty of the Superintendent to inform the Board promptly of such action and of the need for policy.

Cross-ref: 2460, Policy Review and Evaluation

Ref: Education Law §§1604(a); 1709(1); 1804

Adoption date: December 16, 1997