

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

February 6, 2013

7:30 PM

Board of Education Room

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

I. OPENING OF MEETING

- A. **Roll Call**
- B. **Call to Order**
- C. **Salute to the Flag**
- D. **Moment of Silence**

II. RECOGNITIONS

- 1. Gifts for Stony Brook Hospital Cancer Center - Kerilyn Wuerz
- 2. Hurricane Sandy Volunteers

III. 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.

IV. BUSINESS ITEMS

4.A. 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.	LI Food Service Co-op Bid - <u>Smallwares Bid RFP146</u>	Approve
b.	LI Food Service Co-op Bid - Large Equipment RFP 147	Approve

PERSONNEL ITEMS

V. CONSENT AGENDA FOR PERSONNEL ITEMS V A.1 THROUGH V F

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>
Dorner, Chelsea	Music	Grundy	Child Care Leave	2/6/13-6/30/13
Labella-Henn, Theresa	Elementary	Tecumseh	Child Care Leave	3/7/13-6/30/13

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>
Azzato, Joseph	Sachem North	2/1/13	4-7	4-8	1,194.00
Chmela, Jennifer	Grundy	2/1/13	7-5	7-6	1,312.50
Delaveris, Stefano	Sachem North	2/1/13	12-5	12-6	1,312.50
DiMaggio, Gina	Sachem East	2/1/13	6-6	6-7	1,192.00
D’Souza, Rebecca	Merrimac	2/1/13	12-7	12-8	1,312.50
Duncan, Justine	Tamarac	2/1/13	3-6	3-7	1,194.00
Erb, Thomas	Waverly	2/1/13	5-4	5-5	1,194.00
Ewing, Rachel	Gatlot	8/30/12	3-3	3-4	2,386.00
Gibbons, Elizabeth	Sachem North	2/1/13	5-8	5-9	1,194.50
Golini, Matthew	Samoset	2/1/13	7-6	7-7	1,313.00
Harvey, Brian	Seneca	8/30/12	11-8	11-9	2,625.00
Isaksson, Aisha	Nokomis	2/1/13	5-7	5-8	1,192.00
Lampasona, Devon	Tecumseh	2/1/13	6-7	6-8	1,194.50
Maiorca, John	Sachem North	2/1/13	3-4	3-5	1,193.50
Markowitz, Grace	Sachem East	2/1/13	4-5	4-6	1,194.00
Perun, Kathleen	Seneca	2/1/13	7-6	7-7	1,313.00
Siffert, Tamara	Grundy	2/1/13	8-8	8-9	1,312.50

Sloan, Andrew	Cayuga	2/1/13	9-4	9-5	1,313.00
Spencer, Angie	Sagamore	2/1/13	6-5	6-6	1,194.00
Stolte, Kailey	Samoset	2/1/13	6-5	6-6	1,194.00
Theiss, Ryan	Sagamore	8/30/12	6-6	6-7	2,384.00
Viscardi, Evelyn	Lynwood	8/30/12	18-5	18-6	2,625.00
Zdrojeski, Karen	Wenonah	2/1/13	8-8	8-9	1,312.50

5.A.3. Tenure Appointments for Teaching Personnel

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

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Effective Date</u>	<u>Increment</u>
Morace, Nicole	Music	Sachem North	3/1/13	\$131.20

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
- Caffrey, Raymond
- Capece, Kristen
- Haskins, Danielle
- Heelan, Amanda
- Hutchens, Colleen (HT)
- Langrock, Robert
- Lee, Richard
- Maione, Victoria
- Mangulis, Erica
- Meehan, Daniel
- Murray, Niki
- Sosa, Elise
- Valerio, Michelle
- Weitemeyer, Christyn
- Zaiff, Justin

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

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the termination/resignation of substitute teachers as follows”:

<u>Name</u>	<u>Date</u>
Burk, Morgan	1/15/13
Chirichella, Kristin	1/23/13

Iredell, Todd	1/30/13
Krasnicki, Michael	1/7/13

5.A.6. 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>
Cody, William	Guidance	Sachem North	7/1/13

5.A.7. Resignation of Teaching Personnel

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

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Dates</u>
Jurgens, Matthew	Special Education	Tecumseh	Personal	2/2/2013

B. Teacher Assistants/Interpreters

5.B.1. Termination of Leave Replacement Teaching Assistants/Interpreters

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the termination of leave replacement teacher assistants/interpreters as follows”:

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Dates</u>
Ciancarelli, Judy Lynn	Special Education Teaching Assistant	Sequoya	1/24/13

5.B.2. Appointment of Leave Replacement Teaching Assistant/Interpreters

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of leave replacement teacher assistants/interpreters as follows”:

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Onorato, Christopher	Special Education Teaching Assistant	Samoset	1-3	1/26/13-6/30/13
Patrissi, Patricia	Special Education Teaching Assistant	Hiawatha	1-3	1/14/13-6/30/13

C. Administrators

5.C.1. Resignation of Administrative Personnel

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>
Kelly, Dennis	Elementary Principal	Waverly Elementary	2/8/13

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>
Caffrey, Raymond	Special Ed. Aide/North	01/21/13

5.D.2. Retirement 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 retirement of support services personnel (all Civil Service classifications) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Retirement Date</u>
Ragone, Janet	Sr. Stenographer/East	03/28/13

5.D.3. Leave of Absence 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 leave of absence of support services personnel (all Civil Service classifications) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Reason</u>	<u>Dates</u>
Lever, Rosemarie	4 Hr. FSW/Grundy	Personal	02/28/13
Nash, Kelly	Classroom Aide/Grundy	Personal	02/13/13
Yakubov, Elena	3 Hr. FSW/Grundy	Personal	01/28/13

5.D.4. 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>	
Conlon Sohtz, Meredith	01/18/13
Gabelman, Diane	01/15/13
Gadaleta, Roseann	01/15/13
<u>Clerk Typist</u>	
VanHouten, Lisa	02/07/13
<u>Custodian</u>	
Dodge, David	02/07/13

5.D.5. Appointment of 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 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 Appt</u>
Cannone, Joseph	Campus Security/District Wide	\$18.35/hr	02/06/13	None
Digilio, Kathleen*	Special Ed. Aide/Samoset	\$11.35/hr.	01/23/13	None
Gabelman, Diane	Special Ed. Aide/Tamarac	\$11.35/hr.	01/16/13	None
Gadaleta, Roseann	Special Ed. Aide/Grundy	\$11.35/hr.	01/16/13	None
Montanino, Nicholas*	Campus Security/District Wide	\$18.35/hr	02/06/13	None
Tworek, Edna	Special Ed. Aide/Nokomis	\$11.35/hr.	02/06/13	None

*Conditional appointment in accordance with recent modification to the Project SAVE legislation, effective August 10, 2001.

5.D.6. 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>Clerk Typist</u>	
Lurie, Lisa*	01/23/13

*Conditional appointment in accordance with recent modification to the Project SAVE legislation, effective August 10, 2001.

E. Child Care

5.E.1. Resignation of Child Care Personnel

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the resignation of child care personnel as follows”:

<u>Name</u>	<u>Position</u>	<u>Date</u>
Giannino, Lauren	Asst. Group Leader	1/18/13
Murphy, Greg	Recreation Aide	1/10/13

5.F. Resolution to Appoint Emergency Conditional Appointments

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education re-appoint those individuals as listed in Enclosure who have been previously appointed on an emergency conditional basis in accordance with chapter 147 of the Laws of 2001.”

VI. ACTION ITEMS

1. Mini Contracts Consent Agenda for Action Items VI.1.1 through VI.1.8

6.1.1. Approval of Agreement with Paul D. Failla

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Paul D. Failla and Sachem Central School District to provide two Driver Safety Awareness Workshops at Sachem North High School on June 10, 2013. This agreement shall be in effect for the period February 1, 2013 to June 30, 2013. The cost is \$550.00 per workshop for a total of \$1,100.00 to be paid for by the Title I Grant. This contract has been reviewed and approved by the school district’s attorney.”

6.1.2. Approval of Agreement with Grosh Scenic Rentals, Inc.

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Grosh Scenic Rentals, Inc. for an additional one week scenery rental for Seneca Middle School’s drama production

of the Little Mermaid. The additional cost of \$466.10 will be paid by the drama club.”

6.1.3. Approval of Agreement with Family Aides, Inc. D/B/A Family Pediatric Homecare

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Family Aides, Inc. d/b/a Family Pediatric Homecare to provide skilled nursing and therapeutic services on an as-needed and as-requested basis. Following are the fees:

\$125.00 per session for Physical Therapist

\$125.00 per session for Occupational Therapist

\$125.00 per session for Speech-Language Pathology

\$ 65.00 per hour for R.N. Services

\$ 55.00 per hour for L.P.N. Services

\$ 22.00 per hour for H.H.A. Services

This agreement shall be in effect from July 1, 2012 to June 30, 2013. This contract has been reviewed and approved by the school district’s attorney.”

6.1.4. Approval of Special Education Services Agreement, Bay Shore UFSD 2012-13

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Bay Shore Union Free School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the Bay Shore Union Free School District, but reside in the Sachem Central School District. Bay Shore UFSD 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, 2012 through June 30, 2013.”

6.1.5. Approval of Health and Welfare Service Agreement-Bay Shore UFSD

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Bay Shore 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 \$727.59 per student. The term of this agreement is from September 5, 2012 through June 21, 2013.”

6.1.6. Approval of Agreement with Advanced Psychological Assessment, P.C.

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Advanced Psychological Assessment, P.C. to provide neuropsychological evaluation services. The rate is \$300 per hour, not to exceed ten (10) hours. This agreement shall be in effect for the period

January 1, 2013 to June 30, 2013. This contract has been reviewed and approved by the school district's attorney."

6.1.7. Approval of Special Education Services Agreement with Three Village CSD

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Three Village Central School District to provide special education services to students with disabilities, when such students attend schools in Three Village Central School District but reside in Sachem Central School District. Three Village CSD shall be entitled to bill Sachem CSD the latest Tuition Worksheet Rate established by the State Education Department and outlined as follows:

- Full Day Tuition for Special Education Pupil (K-6) \$58,741
The term of this agreement shall be from September 4, 2012 through June 21, 2013."

6.1.8. Approval of Cullen & Danowski, LLP as Internal Auditors to Review the 2013-14 Expenditure and Revenue Budget

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves Cullen & Danowski, LLP, Internal Auditors, to perform an audit review of the 2013-14 Expenditure and Revenue budget. The estimated fee will not exceed \$15,000."

6.2. Appointment of Assistant Director for Drama/Musical Production

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of Assistant Director for the drama/musical production at Sachem North for the 2012-13 school year as follows":

Assistant Director Sari Feldman

6.3. Agreement Between Sachem Central School District and Robert Neufeld - Interim Elementary Principal

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the agreement between the Sachem Central School District and Robert Neufeld to act as the Interim Elementary Principal at Waverly Elementary School effective 2/14/13 at the daily rate of \$625."

6.4. Approval of Coaching Assignments for Winter 2012-13 School Year

RECOMMENDED ACTION: "that, upon the recommendation of Superintendent of Schools, the Board of Education approve the following coaching assignments for the Winter of 2012-13 school year":

LATE WINTER WRESTLING MS
 Sagamore Asst. - John Montalbano (Sagamore)
 Sequoya Asst. - Dominick Messina (East)

WINTER ARROWETTES
 East Varsity Volunteer - Jeevan Thomas (Out of District)

6.5. Appointment of Principals' Aide for the 2012-13 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of Principals' Aide effective February 7, 2013 as follows":

<u>Name</u>	<u>School</u>
Jeanette Pedersen	Tecumseh

6.6. Approval of Donation from Grundy Avenue Elementary School PTA

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, a donation of two (2) SmartBoards from the Grundy Avenue Elementary School PTA. The SmartBoards cost \$2,199.00 each for a total value of \$4,398.00."

6.7. Approval of the 2013 Sachem Extended School Year (SESY) Calendar

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 2013 Sachem Extended School Year (SESY) calendar."

6.8. Revision of Extracurricular Clubs/Activities for the 2012-13 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following revised extracurricular clubs/activities for the 2012-13 school year":

<u>School</u>	<u>Club/Activity</u>	<u>Advisor</u>
Chippewa	Drama Club	Recind: Trish Christie Approve: Susan Ryan

6.9. Approval of Extracurricular Clubs/Activities for the 2012-13 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following extracurricular clubs/activities for the 2012-13 school year":

<u>School</u>	<u>Club/Activity</u>	<u>Advisor</u>
Hiawatha	Newspaper Club	Approve: Danielle Bellay

6.10. Revised Extracurricular Clubs/Activities for the 2012-13 School Year

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following revised extracurricular clubs/activities for the 2012-13 school year”:

<u>School</u>	<u>Club/Activity</u>	<u>Advisor</u>
East	Class Advisor -- 9th Grade	Rescind: Suzanne Herrmann
	Class Advisor -- 9th Grade	Approve: Meredith Babst

6.11. Approval of Field Trip for 2012-13 School Year

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following field trip for the 2012-13 school year”:

<u>Name</u>	<u>Date</u>	<u>Location</u>
Sachem DECA students	March 5-8, 2013	2013 DECA State Career Conference Rochester, New York

6.12. Acceptance of Audit Reports Prepared by Toski & Co., P.C. and Management Corrective Action Plan

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Management Corrective Action Plan and the following reports prepared by Toski & Co., P.C. for the period July 1, 2011 through June 30, 2012:”

- Agreed-Upon Procedures for Self-Insured Workers’ Compensation Plan Claims Administration
- Agreed-Upon Procedures for Self-Insured Dental Plan Claims Administration

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

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

- One transfer for \$116,933 is for salary changes for teaching personnel approved at the October 3, 2012 and October 17, 2012 Board of Education meeting

6.14. 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”:

1/17/13, 1/18/13, 1/22/13, 1/23/13, 1/24/13, 1/25/13, 1/28/13, 1/29/13, 1/30/13, 1/31/13, 2/1/13, 2/4/13, 2/5/13, and 2/6/13.

VII. MONTHLY REPORTS**7.A. 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:

1/17/13, 1/23/13, 1/24/13, 1/29/13, 1/31/13, 2/5/13, and 2/6/13.

B. Board of Education Sub Committees

1. Sachem Legislative Committee
2. Sachem Citizens’ Advisory Audit Committee
3. Sachem Budget Advisory Committee
4. Community Education Budget Advisory Committee

C. 2012-13 Updates to the Board**VIII. PRESENTATION/DISCUSSIONS**

2013-14 School Budget Discussion

IX. 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 Regular meeting of the Board of Education will be held on February 27, 2013 at 7:30 PM in the Board Room at Samoset Middle School.

X. EXECUTIVE SESSION

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

XI. ADJOURN