

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

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October 21, 2015

7:30 PM

Board of Education Room

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

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**I. OPENING OF MEETING**

1. **Roll Call**
2. **Call to Order**
3. **Salute to the Flag**
4. **Moment of Silence**
5. **Approval of Minutes**

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

September 2, 2015 Work Session Meeting  
September 16, 2015 Regular Meeting  
September 29, 2015 Special Meeting

**II. RECOGNITIONS**

1. Daniel Pensabene - Sequoya Student
3. Board of Education Recognition

**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. PRESENTATIONS**

Johnson Controls & ECG Engineering - Maintenance & Verification Report

**BUSINESS ITEMS**

**V. CONSENT AGENDA FOR BUSINESS ITEMS 5.1. THROUGH 5.2.**

**5.1. Treasurer's Report**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the monthly Cash Reconciliation Report as of June 30, 2015 and July 31, 2015 for each fund as submitted by the District Treasurer, Diane Kollmer.

FURTHER, that the Board of Education approve the monthly Budget Status Report as of June 30, 2015 and July 31, 2015 as submitted by the District Treasurer, Diane Kollmer.”

Treasurer’s Report

Revenues

Expenditures

Balance Sheets (as of June 30, 2015 and July 31, 2015)

**5.2. 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 &amp; Title</u>	<u>Action Required</u>
a. B 15-515 Snow Plow & Sander Parts	Approve
b. B 15-533 Emergency Snow Removal	Approve
c. B 15-537 Salt/Sand – Supply & Deliver	Approve
d. B 15-417 Antimicrobial Treatment of Athletic Mats	Approve
e. B 15- 22 Components for District-Owned Point Of Sale System	Approve
f. B 15-230B Public Disposal Sale – Supplies/Furniture/Equipment/ Textbooks	Approve

**PERSONNEL ITEMS**

**VI. CONSENT AGENDA FOR PERSONNEL ITEMS 6.A.1. THROUGH 6.B.4.**

**A. Teachers**

**6.A.1. 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>
Blumberg, Aimee	North	8/31/15	11-7	11-8	2,298.00
Plantier, Colleen	East	8/31/15	20-8	21-9	5,396.00

**6.A.2. 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>
Cummings, Staci	Tamarac	8/31/15	300.00
Dassau, Allison	Merrimac	8/31/15	300.00
Dunseith, Kristin	East	8/31/15	300.00
Kelleher, Stephen	North	8/31/15	300.00
Mauro, Jason	North	8/31/15	300.00
Murphy, Susan	Samoset	8/31/15	300.00
Smith, Emily	Sagamore	8/31/15	300.00

**6.A.3. 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
- Clark, Stephanie
- Contomanolis, Shelby
- Davis, Brittany
- Halliday-Diez, Samantha
- Heller, Matthew
- Hughey, Tanya
- Jensen, Emily
- Kesari, Jyotsna
- Ludovico, Pier

Martin, Farah  
 Pannizzo, Brittany  
 Philie, Tameson  
 Ptacek, Joseph  
 Schook, Brianna  
 Sinkler, Josephine  
 Wilson, Lisa  
 Surdi, Olivia

**6.A.4. 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>
Atwal, Ruby	10/13/15
Cancellieri, Carolyn	10/26/15
Ferro, Loren	10/6/15
Henninger, Gerald	10/13/15
Palma, Alyssa	10/14/15

**B. Support Staff**

**6.B.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 &amp; Assignment</u>	<u>Service Ends</u>
Cantore, Rosemary	Hall Monitor/ East	10/5/15

**6.B.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>Aides</u>	
Algeri, Terry	8/28/15
Patrikis, Maria	10/5/15

**6.B.3. 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 &amp; Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Stucchio, Denise	Hall Monitor/ Chippewa	\$9.17/hr.	10/14/15	None

**6.B.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>
<b><u>Custodian</u></b> Wittreich, John	10/21/15
<b><u>Food Service Worker</u></b> Kaiser, Adriana Licata, Donna	10/14/15 10/21/15
<b><u>Sign Language Interpreter</u></b> Montana, Colleen	9/24/15

**VII. ACTION ITEMS**

**1. Mini Contracts Consent Agenda for Action Items 7.1.1. through 7.1.3.**

**7.1.1. Approval of Agreement with Schoolwide, Inc. 2015-16**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Schoolwide, Inc. to provide professional development consulting services. Consultants will provide information related to the following:

- Assessing student writing
- Supporting independence during workshop teaching
- Collecting data and using this to inform instruction
- Digging deeper with genre
- Small group instruction

**Coaching:**

Consultants will guide teachers in the coaching model during conferring experiences for the purpose of assisting teachers with data recording, teaching moves, and future instructional decisions. The cost for these services is \$1,500.00 per day to be paid through staff development grant funds, including required substitutes. This agreement shall be in effect for the period July 1, 2015 to June 30, 2016. This contract has been reviewed and approved by the school district's attorney."

**7.1.2. Approval of Agreement with Edge Document Solutions 2015-16**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and EDGE Document Solutions to host the Parents Reports and Third Party Assessments for a period of twelve months and during this period, unlimited viewing of the reports is provided. No transaction or access fees will be charged. EDGE will also maintain a web page to meet the school district requirements and will be part of the subscription fee. Sachem School District will have the ability to maintain the free text content on the web page. The cost for these services is \$1,495.00 for EDGE Secondary Student Print Software. This is for usage of the EDGE software to print Report Cards, Progress Reports, Transcripts, and Schedules. This agreement shall be in effect for the period July 1, 2015 to June 30, 2016. This agreement has been reviewed and approved by the school district's attorney."

**7.1.3. Approval of Agreement with Harris Connect, LLC 2015-16**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Harris Connect, LLC to provide an Alumni Data Directory for Sachem High School North at no cost to the school district. This contract has been reviewed and approved by the school district's attorney."

**7.2. Approval of Settlement of Claim Against Inter County Glass, Inc.**

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

WHEREAS, AURORA CONTRACTORS, INC. commenced litigation against the Sachem CSD in connection with its contract for the general construction work associated with the construction of Sachem East High School; and

WHEREAS, in connection with said lawsuit the School District asserted various claims against Aurora Contractors, Inc.; and

WHEREAS, the School District and Aurora Contractors settled their claims to avoid further litigation; and

WHEREAS, Aurora assigned its claims against its subcontractors to the School District; and

WHEREAS, Intercounty Glass, Inc., a subcontractor to Aurora, has agreed to settle the School District's claim against it.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby authorizes settlement of the School District's claims against Intercounty Glass, Inc. against it in accordance with the terms of the attached settlement agreement; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute said settlement agreement and any documents necessary to effectuate the terms of said settlement.

**7.3. Approval of Revised Letter of Engagement for Ingerman Smith, L.L.P. 2015-16**

**RECOMMENDED ACTION:** "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the revised Letter of Engagement for Ingerman Smith, L.L.P. Board, Labor and Legal Counsel to the Sachem School District. Ingerman Smith has agreed to reduce its lump sum retainer for legal services from \$162,850 to \$150,000 for the 2015-2016 fiscal year."

**7.4. Approval of Applied Behavioral Analysis (ABA) Specialists for the 2015-16 School Year**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following personnel as Specialists for the 2015-16 ABA Program":

Koval, Ashley

**7.5. Approval of Extra Curricular Clubs/Activities for 2015-2016 School Year**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following extracurricular clubs for the 2015-2016 school year":

<i>School</i>	<i>Club</i>	<i>Advisor</i>
Chippewa	Chippewa Leaders Club	Kathleen Shivers "A"
Grundy	Leadership Club	Beth Ann DeLuca/Nicole Liuzzi "B"
Hiawatha	Renaissance Community Service Club	Doreen Schaefer "A"
Lynwood	Student Lighthouse	Jake Poffenbarger/Christal Satterfield "A"
	Explore and Discover	Elizabeth Berthold/Catherine Dulovic "B"
	Speaking Tigers	Catherine Rafferty/Michele Tuminelli "B"
Nokomis	Leaders Club	Matt Rickert/ Jeanne Schickler "A"
Waverly	School Spirit/Sports Night	Kristina Fulcher "B"
Wenonah	Special Olympics Club	Lauren Padolecchia "B"
East	Peer Tutoring	Donna Jackson
Sequoia	Courtyard/Environmental Action Club	Shaun Harney/Jill Hughes
Seneca	Drama Director	Ronald Matthews (OOD)
Samoset	Buddies Club	Maryellen Scarola
	National Jr. Honor Society	Alicia Krozynski
<i>Rescind</i>	National Jr. Honor Society	Joanne Creighton

**7.6. Approval of Agreement with Music Theatre International**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the production contract between Sachem Central School District and Music Theatre International



to provide materials, and pay a non-refundable materials fee and royalty fee for the production of Annie Jr. at Sequoya Middle School. The cost is \$590.00 and will be paid by the District Office for Music and Art.”

**7.7. Approval of the 2016-2017 Budget Development Calendar**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 2016-2017 Budget Development Calendar pending the school district’s attorney approval.”

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

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

- One transfer for \$500,000 is to assist with leave replacements
- One transfer for \$2,451,046.39 it to transfer budgeted salaries out of the General Fund to the F Fund Offset code. These salaries are being paid from the 611 and 619 grants.
- One transfer for \$77,865.00 is for salary changes for teaching personnel approved at the July 15, 2015 Board of Education meeting.

**7.9. 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”:

10/8, 10/13, 10/14, 10/15, 10/16, 10/19, 10/20, 10/21

**VIII. MONTHLY REPORTS**

**8.1. Damage & Loss Summary**

The summary report reflects damage and loss for the period ending August 2015.

**8.2. 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:

10/8, 10/15, 10/20

**8.3. Board of Education Sub Committees**

1. Sachem Legislative Committee
2. Sachem Citizens’ Advisory Audit Committee

3. Sachem Budget Advisory Committee

**8.4. 2015-16 Updates to the Board**

**8.5. 2015-16 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 21<sup>st</sup> 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 18 schools. This will support consistent academic programs and activities.

**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 Special meeting of the Board of Education to discuss school closings will be held on October 28, 2015 at 7:30 PM in the Samoset Auditorium. The next Work Session Board of Education meeting will be held on November 4, 2015 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**