

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

May 4, 2016

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. **Approval of Minutes**

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

April 2, 2016 - Special Meeting
April 13, 2016 - Work Session
April 19, 2016 - Special Meeting
April 20, 2016 - Regular Meeting

II. RECOGNITIONS

1. Envirothon Students
2. Accomplished Art Students

III. PRESENTATIONS

1. Public Hearing on the Proposed 2016-17 Budget

IV. 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.

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 February 29, 2016 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 February 29, 2016 as submitted by the District Treasurer, Diane Kollmer.”

Treasurer’s Report

Revenues

Expenditures

Balance Sheets (as of February 29, 2016)

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 & Title</u>	<u>Action Required</u>
a.	B 16-23 Field Marking/Traffic Paint & Related Equipment and Supplies	Approve
b.	R 16-17 Third Party Administrator – Dental Self-Insured Program	Approve
c.	B 16-528 Liquid Chlorine – Supply & Deliver	Approve
d.	B 16-560 Asphalt Pavement – Installation and Repair	Approve
e.	B 16-569 Rental of Contractor Equipment	Approve
f.	B 16-565 Cesspool/Drywell/Storm Drain Cleaning & Related Services	Reject
g.	B 15-129 REBID Food Service Equipment – Walk-in Freezer	Approve

PERSONNEL ITEMS

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

A. Teachers

6.A.1. 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>
Beyer, Linda	Special Education	Samoset	7/1/16
Calatayud, Elaine	LOTE	East	7/1/16
Kramer, Debra	School Media Specialist	North	7/1/16
Miller, Diane	Health	North	7/1/16
Rossi, Claudia	Special Education	North	7/1/16

6.A.2. Termination of Leave Replacement Teaching Personnel

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

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Dates</u>
Harris, Jennifer	F&CS	Sequoia	5/4/16

6.A.3. Leave Replacements Appointments of Teaching Personnel

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

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Harte, Ciara	School Media Specialist	Sagamore	1-1	5/2/16-6/30/16
McGrath, Mallory	Special Education	Wenonah	1-4	5/3/16-6/30/16

6.A.4. 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>
Van Riper, Crystal	Sequoia	6/3/16	\$15.00

6.A.5. 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”:

<u>Name</u>
Fiermonte, Jason
Giacobbe, Dena
Schlesier, Courtney

6.A.6. 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>
Bowe, Kenneth	4/15/16
Boyce, Mandy	4/15/16
Campis, Victoria	4/15/16
Ceravino, Charissa	4/15/16
Clark, Stephanie	4/15/16
Clifford, Megan	4/15/16
Evans, Lizabeth	4/15/16
Girgus, Patricia	4/15/16
Halliday-Diez, Samantha	4/15/16
Hilty, Samantha	4/15/16
Jacobellis, Amanda	4/15/16
Jacobs, Deborah	4/15/16
Jarry, Robert	4/15/16
Kaupke, Heather	4/15/16
Mannino, Felicia	4/15/16
McLoughlin, Michael	4/15/16
Melville, Marisa	4/15/16
Methven, Heather	4/15/16
Pannizzo, Brittny	4/15/16
Perino, Laurie	4/15/16
Ptacek, Joseph	4/15/16
Sinkler, Josephine	4/15/16
Sleezer, Linda	4/15/16
Stacy, Erin	4/15/16

Surdi, Olivia	4/15/16
Trupia, Jeannine	4/15/16
Velazquez, Angela	4/15/16
Vignona, Valerie	4/15/16
Walker, Denise	4/15/16
Wilson, Lisa	4/15/16
Young, Alice	4/15/16
Zone, Michael	4/15/16

B. Teacher Assistants

6.B.1. Appointment of Leave Replacement Teaching Assistants

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

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Destler, Irene	Special Education Teaching Assistant	North	1-1	5/5/16-6/30/16

C. Support Staff

6.C.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>
Destler, Irene	Special Ed Aide/North	5/5/16
Ferguson, Donna	Special Ed Aide/ Wenonah	6/24/16

6.C.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>
Adelberg, Carol	District Clerk/D.O. Samoset Annex	6/30/16 19yrs., 10mos.

6.C.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>
Sciarrotta, Antoinette	Special Ed Aide/Wenonah	Personal	4/19/16 to 10/19/16

6.C.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>Custodian</u>	<u>Service Begins</u>
Bernstein, Aaron	4/21/16

VII. ACTION ITEMS

1. Mini Contracts Consent Agenda for Action Items 7.1.1. through 7.1.9.

7.1.1. Approval of Health and Welfare Service Agreement with South Huntington UFSD 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 South Huntington Union Free School District to provide health and welfare services for children residing in Sachem Central School District and attending non-public schools in the South Huntington Union Free School District. South Huntington UFSD shall be entitled to bill Sachem CSD \$790.86 per student. The term of this agreement shall be from July 1, 2015 through June 30, 2016.”

7.1.2. Approval of Agreement with Dr. Donna Geffner 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 Dr. Donna Geffner to provide central auditory processing evaluation services during the school year. The rate is \$1,700 per evaluation (including written report), plus approved travel expenses. 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.”

7.1.3. Approval of Agreement with Camp Kennybrook 2016

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Camp Kennybrook for the use of the following facilities for the football program from August 21, 2016 through August 26, 2016:

- Bunks to house the students and staff and fifteen meals
- Athletic Fields
- Meeting area for practice during inclement weather and evenings
- Use of the pool at designated times

The cost of this trip will be paid for by fundraisers and the Sachem High School East Touchdown Club. This contract has been reviewed and approved by the school district’s attorney.”

7.1.4. Approval of Agreement with Nancy Brewer 2016

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Nancy Brewer to be a speaker at Financial Aid Information Night on October 18, 2016. The rate for this service is \$300.00. This agreement shall be in effect for October 1, 2016 to October 31, 2016. This contract has been reviewed and approved by the school district’s attorney.”

7.1.5. Approval of Agreement with Bayada Home Health Care - Skilled Nursing Services 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 Bayada Home Health Care to provide skilled nursing services on an as-needed and as-requested basis. Also, an R.N. shall be provided to care for students each day that they ride to and from school on the bus. The cost is \$55.00 per hour for R.N. services. 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.”

7.1.6. Approval of Maintenance Agreements with Apperson Education Products

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the maintenance agreements between Sachem Central School District and Apperson Education Products for district-wide scantron machines which include repairs to restore equipment to proper working order in the event of equipment failure. Apperson shall make adjustments and repairs, supply loaner machines until repairs are completed, and replace parts as deemed appropriate to place equipment in good

working condition. The cost is \$13.25 per month for each scantron machine for a total cost not to exceed \$7,950.00 for the 2016/17 school year.”

7.1.7. Approval of Agreement with Accessible Learning Technology Alternatives 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 Accessible Learning Technology Alternatives to provide the services set forth in Appendix A of the agreement. Sachem School District agrees to pay the rates as set forth in Appendix A. The term of this agreement is July 1, 2016 to June 30, 2017. This contract has been reviewed and approved by the school district’s attorney.”

7.1.8. Approval of Agreement with Developmental Disabilities Institute 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 Developmental Disabilities Institute to provide adequate instruction, related services and/or a facility to students at 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 contract has been reviewed and approved by the school district’s attorney.”

7.1.9. Approval of Agreement with BookSmart Accounting 2015

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and BookSmart Accounting to provide consulting services concerning compliance with the patient Protection and Affordable Care Act (PPACA). The District shall pay the Consultant the following:

Full Responsibility \$33,000

The scope of services includes:

- Initial Patient Protection and Affordable Care Act Analysis
- Health Plan Design
- Full responsibility which includes ongoing monthly monitoring services and tracking of employee’s hours, continuous notification to the District of its responsibility to remain compliant, training and reporting.
- Services in addition to the foregoing upon receiving prior written request from the District.

This agreement shall be in effect for the period July 1, 2015 through December 31, 2015. This agreement has been reviewed and approved by the school district’s attorney.”

7.2. Policy 6240 Revised – Investments - First Reading

RECOMMENDED ACTION: Upon the recommendation of the Superintendent of Schools, the Board of Education accept as a first reading Revised Policy 6240 - Investments.

7.3. Appointment of Department Chairpersons for the 2016-17 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of the Department Chairpersons for the 2016-17 school year as follows":

Art Loretta Corbisiero

Business Thomas Sullivan

English

North Joseph Zarzycki

East Greg Wrightson

Sagamore Jennifer Schroeder

Seneca Heather Stumpf

Samoset Isaac Ramaswamy

Foreign Language

North/Sam/Sen Suzanne Groe

East/Sag Lisa Pesce

Health Lori Hewlett

F & C S Mary Faller

Music Justin Comito
 Marjorie Ayasse

Mathematics

North Wendy Parente

East Joanne Albino

Sagamore Patricia Scaturro

Seneca Melissa Aronow

Samoset Alicia Kroczyński

Physical Education

North David Falco

East Scott Hughes

Science

North	Joanne Holl
East	Colleen Plantier
Sagamore	Laura Marek
Seneca	Susan Marrone
Samoset	Jill Firmbach

Social Studies

North	Thomas Cestaro
East	Anthony Varajao
Sagamore	Jill Bongiorno
Seneca	Pamela Bowman
Samoset	Eugene Higgins

Special Education

North	Veronica Damm
East	Jennifer Gould
Sagamore	Richard Gerkens
Seneca	Angela Thiele
Samoset	Linda Beyer

Technology Keith ConnellyGuidance/Lead Counselor

North	Sue Hance
East	Kristin Dunseith
Sagamore	Dan Zilberstein
Samoset	Lisa Carlen
Seneca	Kara Proctor

Committee for Special Education

Barbara Raptis
Mary-Alice Foti
Steven Hartman
Benjamin Franquiz
Gelean Demmers-Horan
Gina Conrad

Lead Nurse

Kathleen McCabe

7.4. Donation - Ms. Audrey Bocchini

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, a donation from Ms. Audrey Bocchini, a local artist and Sachem alumni, of art supplies to the Sachem High School East Art Department for the students. The items being donated are oil paint and solvents, acrylic paint, canvasses, paper, wooden art figurine, charcoal and blending rubs. The value of this donation is approximately \$150.00.”

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

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

- One transfer for \$56,300.00 is to pay an invoice from Islip UFSD for foster tuition for the 2014-2015 school year. Foster tuition is an unanticipated expense.
- One transfer for \$74,656.64 is to support the District’s Wide Area Network.

7.6. Approval of Renewal with Transfinder 2016-17

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the renewal with Transfinder, a bus routing and scheduling system, for annual technical support and upgrade for Routefinder *pro* License at a renewal cost of \$3,950.00, and Infofinder *le* License at a renewal cost of \$2,400.00, for the 2016-17 school year.”

7.7. 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”:

4/21, 4/22, 5/2, 5/3, 5/4

VIII. MONTHLY REPORTS**8.1. Damage & Loss Summary**

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

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:

4/21, 4/22, 5/2, 5/3, 5/4

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 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 18 schools. This will support consistent academic programs and activities.

IX. PRESENTATION/DISCUSSIONS

X. 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 Annual District Meeting will be held on Tuesday, May 17, 2016, between the hours of 6 am and 9 pm at the 12 elementary schools. The next Work Session meeting of the Board of Education will be held on June 1, 2016 at 7:30 PM in the Board Room at Samoset Middle School.

XI. EXECUTIVE SESSION

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

XII. ADJOURN