

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

December 20, 2017

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. **WE ARE SACHEM - Pride/Presentation**
6. **Approval of Minutes**

1.6.1. Approval of Minutes

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

November 1, 2017	Regular Meeting
November 15, 2017	Regular Meeting
November 27, 2017	Regular Meeting

II. 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

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

A. Bid Awards

3.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 17-250A Driver Education Services REBID	Approve
b. B 17-30 Uniforms for Facility & Security Staff	Approve
c. B 17-515 Snow Plow & Sander parts	Approve

B. Treasurers Report

3.B.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 October 31, 2017 for each fund as submitted by the District Treasurer, Cynthia Carvajal.

FURTHER, that the Board of Education approve the monthly Budget Status Report as of October 31, 2017 as submitted by the District Treasurer, Cynthia Carvajal.”

Treasurer’s Report

Revenues

Expenditures

Balance Sheets (as of October 31, 2017)

PERSONNEL ITEMS

IV. CONSENT AGENDA FOR ITEMS 4.A.1. THROUGH 4.C.7.

A. Teachers

4.A.1. Approval of Coaching Assignments

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following coaching assignments for the 2017-18 school year":

HOME SCHOOL	FIRST	LAST	LOC	SPORT	SALARY
<u>WINTER</u>					
OOD	Patrick	Luba	East	Wrestling	Volunteer
OOD	Francesco	Merante	East	Wrestling	Volunteer
OOD	Michael	Feldstein	East	Boys & Girls Basketball Announcer/Shot Clock	\$117.88 per/contest

4.A.2. 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>
Rovere, Tasha	English	North	Child Care Leave	12/16/17- 1/28/18

4.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>
Crawford, Trisha	Speech & Language	Nokomis	1-4	12/21/17- 6/30/18

4.A.4. Appointment of Evening High School Teaching Personnel

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of Evening High School Teachers as follows”:

<u>Name</u>	<u>Department</u>
Norman, Jaclyn	Math

4.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”:

Name

Hauscke, Ronald
 Minerva, Michelle
 Micolò, Susan

4.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”:

Name

Date

Warren, Miranda 12/18/17

4.A.7. Approval of Regents Review Staff

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following staff for the Regents Review for the 2017-18 school year at a pay rate of \$55.92 per hour, not to exceed twelve hours":

EAST

Geometry

William Carmon

NORTH

Geometry

Mike Mastrogiacomo

Ryan Murphy

B. Administrators

4.B.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”:

Name

Position

Location

Date

McElheron,	Asst. to the	DO/Samoset	1/1/18
Dennis	Coordinator of Student Services	Annex	

4.B.2. Appointment of Interim Assistant to the Coordinator of Student Services

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve Julie DeCollibus as Interim Assistant to the Coordinator of Student Services during the time period of January 2, 2018 through June 30, 2018 at the per diem rate of \$650 and no fringe benefits.

C. Support Staff

4.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>
Kohn, Raymond	Guard/Districtwide	11/27/17

4.C.2. 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>
Byrne, Regina	Special Ed Aide/ North	Personal	11/27/17 - 5/27/18

4.C.3. Probationary Appointments of Support Services Personnel (Competitive)

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the probationary appointments of support services personnel (competitive) as follows":

<u>Name</u>	<u>Position & Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Hein, Donald	Chief Custodian/Seneca	\$62,719	1/2/18	26 weeks 1/2/18-7/3/18

4.C.4. 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 Appointment</u>
Cudnik, Jacqueline	Office Aide/ Transportation	\$10.00/hr	12/21/17	None
Percoco, Danielle	Classroom Aide/Hiawatha	\$11.98/hr	12/21/17	None

4.C.5. 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>Food Service Worker</u> Gordon-Freise, Suzanne	1/2/18

4.C.6. Approval of Stipulation of Agreement - Non-Instructional Employee

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

BE IT RESOLVED, that the Board herewith authorizes the Board President to execute an agreement and stipulation, dated December 20, 2017 between the Sachem Central School District and a non-instructional staff member, whose identity has been made known to the Board in Executive Session, regarding a personnel matter”:

4.C.7. Approval of Stipulation of Agreement - Non-Instructional Employee

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

BE IT RESOLVED, that the Board herewith authorizes the Board President to execute an agreement and stipulation, dated December 20, 2017 between the Sachem Central School District and a non-instructional staff member, whose

identity has been made known to the Board in Executive Session, regarding a personnel matter”:

V. ACTION ITEMS

1. Consent Agenda for Items 5.1.1. through 5.1.9.

5.1.1. Citizens' Advisory Audit Committee Member

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education removes Michael Lynch as an active member of the Citizens' Advisory Audit Committee.”

5.1.2. Approval of Agreement with Absolute Auctions & Realty, 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 Absolute Auctions & Realty, Inc. to perform professional auction services on an as-needed basis. This agreement shall be in effect for the period December 21, 2017 to June 30, 2018 and may be renewed for additional one (1) year terms upon mutual written consent. There will be no cost to the District. This agreement has been reviewed and approved by the school district's attorney.”

5.1.3. Approval of Agreement with Town of Brookhaven - Salt, Sand and General Repairs 2018

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the renewal of the agreement between the Sachem School District and the Town of Brookhaven for salt, sand and general repairs as needed.”

5.1.4. Approval of Amendment to the Agreement with Linda Bausch 2017-18

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the amendment to the agreement between Sachem Central School District and Linda Bausch. The payment schedule shall be amended and replaced with the following:

The consultant shall be paid at the rate of \$1,200.00 per day, not to exceed thirty eight (38) days.

All other terms and conditions remain the same. This amendment has been reviewed and approved by the school district's attorney.”

5.1.5. Approval of Agreement with StarQuest International, Inc. 2018

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Starquest International, Inc. to lease the auditorium at Sachem High School East on the dates and times indicated:

- January 25 - January 28, 2018
- April 18 - April 22, 2018
- Other dates as may be mutually agreed upon
 - Wednesday 4:00 p.m. - 10:00 p.m. (on dates indicated above)
 - Thursday 3:00 p.m. - 11:59 p.m. (on dates indicated above)
 - Friday 2:30 p.m. - 11:59 p.m. (on dates indicated above)
 - Saturday 5:15 a.m. - 11:59 p.m. (on dates indicated above)
 - Sunday 5:15 a.m. - 11:59 p.m. (on dates indicated above)

The tenant agrees to pay, without set off or demand, rent in the amount of \$11,000 per day. The term of the agreement shall be from January 1, 2018 through April 30, 2018. This agreement has been reviewed and approved by the school district’s attorney.”

5.1.6. Approval of Agreement with Syosset Home Tutoring, Inc. 2017-18

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Syosset Home Tutoring, Inc. to provide academic tutoring services in accordance with the State Education regulations, using only teachers certified by the New York State Education Department. The rates are as follows:

Home Instruction (Individual) \$38.00 per hour
 Resource Room (Individual) \$38.00 per period

Home Instruction (Group) \$38.00 per hour for the first student
 \$19.00 per hour for each additional student

Attendance at CSE meeting \$38.00 per hour
 (in person or via teleconference)

The term of this agreement shall be from July 1, 2017 to June 30, 2018. This agreement has been reviewed and approved by the school district’s attorney.”

5.1.7. Approval of Health and Welfare Service Agreement with Central Islip UFSD 2017-18

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement

between Sachem Central School District and Central Islip Union Free School District to provide health and welfare services to students residing in Sachem Central School District. The rate for this service is \$1,041.74 per student. The term of this agreement shall be from September 5, 2017 through June 22, 2018. This agreement has been reviewed and approved by the school district's attorney."

5.1.8. Approval of Special Education Services Agreement with Hauppauge Union Free School District

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Hauppauge Union Free School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the Hauppauge Union Free School District. Hauppauge UFSD shall be entitled to bill Sachem CSD for the services provided 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, 2017 through June 30, 2018. This agreement has been reviewed and approved by the school district's attorney."

5.1.9. Approval of ESBOCES Leasehold Space Agreement - Merrimac Elementary School

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the multi-year Leasehold Space Agreement between the Sachem Central School District and Eastern Suffolk BOCES to lease classroom space from the District for a period of three (3) years commencing on August 1, 2018 and terminating on June 30, 2021. Sachem CSD will rent to BOCES three (3) regular medium-sized classrooms and an office at Merrimac Elementary School for its special education program for the purpose of conducting classes for the instructional program division, inclusive transitional program and related use(s) conducted exclusively by BOCES. The base classroom rent for 2018-19 shall be \$9,649.00 per classroom and \$4,826.00 for the office and shall be payable in ten (10) equal monthly installments commencing September 1. The rent will increase by the tax cap's most recent allowable growth factor, (i.e. the lesser of 2% or the CPI-U) for the 2019-20 and 2020-21 school years. This agreement has been reviewed and approved by the school district's attorney."

Consent Agenda for Items 5.1.10. through 5.1.11.

5.1.10. Athletic Trip

RECOMMENDED ACTION: "that, upon the recommendations of the Superintendent of Schools, the Board of Education approves the following athletic trip."

Two members of Sachem East Varsity Wrestling to attend the Eastern States Wrestling Tournament at Sullivan County Community College in Loch Sheldrake, NY on January 12-13, 2018. There will be no cost to the district, all expenses will be paid by the Sachem East Wrestling Booster Club.

5.1.11. Approval of Field Trip for the 2017-18 School Year

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

FIRST Robotics Palmetto Regional
Myrtle Beach Convention Center, Myrtle Beach, SC
February 28th-March 3rd, 2018
The meet entry fee of \$4000 will be the only cost to the district for this trip.

2. Donations

5.2.1. Donation - 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 from Grundy Avenue Elementary School PTA in the amount of \$6,000. This donation is for the BOCES Performing Arts Code A2111-4971-30."

3. Recommendations from the Committee on Special Education

5.3.1. 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":

12/7, 12/8, 12/11, 12/12, 12/13, 12/14, 12/15, 12/18, 12/19, 12/20

VI. MONTHLY REPORTS

A. Damage & Loss Summary

The summary report reflects damage and loss for the period ending November 2017.

B. Determinations from the Committee on Preschool Special Education

6.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:

12/7, 12/12, 12/13, 12/14, 12/18, 12/19

C. Board of Education Sub Committees

1. Sachem Legislative Committee
2. Sachem Citizens' Advisory Audit Committee
3. Sachem Budget Advisory Committee
4. Sachem Policy Committee

D. 2017-18 Updates to the Board**E. 2017-18 Board Goals*****Goal #1 - Provide Safe and Secure Schools***

Ensure an educational environment where students are safe, supported and empowered in their learning for all school related activities as well as extra and co-curricular activities. Promote positive peer relationships, and successful student learning environments through a variety of avenues.

Student Success Indicator Alignment - Safety, Community Engagement, Physical and Mental Wellness, Social and Emotional Development

Actions Items

- Smart Schools Investment Plan - Security Vestibules, cameras, and visitor management systems
- Discipline work; Code of Conduct and suspension practices
- Review trainings with security staff

Goal #2 - Enhance Student Achievement, Quality of Instruction and Leadership Skills

Provide and implement a dynamic curriculum which incorporates critical thinking, collaboration, creativity, technology and civic responsibility while preparing students to thrive in a global community. The curriculum is supported by a K-12 district committee of educators and administrators focused on curriculum and instructional practices. All students will be provided with the opportunities to be college and career ready.

Student Success Indicator Alignment - Creativity, Innovation, Performance Assessments, Standardized Assessments

Actions

- Establish consistency in all curricula, assessments and instructional practices K-12
- Deepen student engagement and provide opportunities for rigor
- Review and align all secondary course offerings to NYSED graduation pathways
- Revise the elementary day schedule
- FLEX-Establish an exploratory World Languages and CTE program
- Provide equitable support for student needs
- Monitor and make recommendations to reduce class sizes

- Improve classroom technology
- Develop a wireless infrastructure
- Robust software and Internet resources

Goal #3 - Improve Parent, Community and Staff Communication

Cultivate community relationships and engagement by enhancing communication.

Student Success Indicator Alignment - Community Engagement, School Climate and Culture

Actions

- Telling our academic story
- Clearly articulate expectations to parents and families
- Improve participation at school events
- Cultivate school/business partnerships

Goal #4 - Improve Fiscal Responsibility and Accountability throughout the District

Focus on balancing the needs of students with taxpayer sensitivity, while aligning district resources to the goals of the Board of Education.

Student Success Indicator Alignment - Community Engagement, School Climate and Culture, Safety

Actions

- District Reserves and establish a reserve plan
- Capital improvements
- Sustainable budgeting
- Review of grants
- Review of out of district placements

Goal #5 - Committed to Providing the Staff with the Necessary Tools and Support to Provide the Students with the Highest Quality Education

Create an environment that establishes a foundation for the highest quality instruction and learning through recruitment, support and retention of staff. Creating opportunities and encouraging all employees to reach their full potential and positively impact the Sachem students and community through professional growth and learning opportunities.

Student Success Indicator Alignment - Creativity, School Climate and Culture, Democracy and Citizenship

Actions

- Cultivate a Professional Development (PD) consistent with the district PD plan.
- Construct district and building data teams to review student performance data.
- Implement a PD model that is mindful of instructional time.
- Conduct PD sessions that lead to future sessions facilitated by our own staff.

Goal #6 - We Are Sachem

Promote and strive for one Sachem family, and cultivate a sense of individual and collective pride throughout the district. Develop deep collaboration amongst our 15 schools, for both vertical and horizontal articulation, to support the highest quality programs and activities throughout the district.

Student Success Indicator Alignment - Community Engagement, School Climate and Culture, Democracy and Citizenship
Actions

- Pride in our school district
- Consistent experiences by grade level
- Vertical/Horizontal experiences
- Clear focus on student achievement and wellness

VII. PRESENTATION/DISCUSSIONS

VIII. 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 January 10, 2018 at 7:30 PM in the Board Room at Samoset Middle School.

IX. EXECUTIVE SESSION

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

X. ADJOURN