

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

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January 4, 2017

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. **Report from the Superintendent of Schools**

**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.

**PERSONNEL ITEMS**

**III. 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**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education 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**

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>
Hoch, Daniel	12/12/16

**3.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  
 Bisoño, Angelina  
 Buckley, Stephanie  
 Gambler, Allen  
 Lynch, Victoria  
 Mensch, Geraldine  
 Munkwitz, Ryan  
 Roubal, Brittney

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

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves 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)**

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>	

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)**

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>
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**

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 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**

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

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

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

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

That, upon the recommendation of the Superintendent of Schools, the Board of Education 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**

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**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education 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. 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":

12/22/16

**B. Board of Education Sub Committees**

1. Sachem Legislative Committee

2. Sachem Citizens' Advisory Audit Committee
3. Sachem Budget Advisory Committee
4. Policy Committee – First Read of Policy 2410

**C. 2016-17 Updates to the Board**

**VI. 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 18, 2017 at 7:30 PM in the Board Room at Samoset Middle School.

**VII. EXECUTIVE SESSION**

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

**VIII. ADJOURN**

**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