

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

November 19, 2014

7:00 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. **EXECUTIVE SESSION**

The Board of Education will commence the meeting with a motion to convene into Executive Session to discuss a specific contractual matter.

4. OPEN SESSION

The Board of Education will reconvene into Open Session

5. **Salute to the Flag**
6. **Moment of Silence**

Jordan Thomas

7. Approval of Minutes

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

October 8, 2014 - Work Session
October 22, 2014 - Regular

II. RECOGNITIONS

1. All National/All State/All County High School Music Students
2. Lang Lang 101 Pianists Program

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.

BUSINESS ITEMS

IV. CONSENT AGENDA FOR BUSINESS ITEMS 4.1. THROUGH 4.2.

4.1. 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 14-230 Public Disposal Sale	Approve

4.2. 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 August 31, 2014 and September 30, 2014 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 August 31, 2014 and September 30, 2014 as submitted by the District Treasurer, Diane Kollmer.”

Treasurer’s Report

Revenues

Expenditures

Balance Sheets (as of August 31, 2014 and September 30, 2014)

PERSONNEL ITEMS

V. CONSENT AGENDA FOR PERSONNEL ITEMS 5.A.1. THROUGH 5.C.4.

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>
Padolecchia, Lauren	Physical Education	Wenonah	Child Care Leave	12/4/14-6/30/15

5.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>
Roggemann, Nicole	Grundy	11/3/14	\$225
Ruhs, Kristin	Cayuga	11/3/14	\$225
Parise, Nicole	North	11/4/14	\$225
Ambrosino, Lorraine	Sequoya	11/10/14	\$225
Doering, Alicia	Lynwood	11/20/14	\$210

5.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”:

<u>Name</u>
Greco, Amanda
Gonias, Kalliope

5.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>
Allsopp, Jenna	11/13/14

Barlotta, Kristina	11/10/14
Distefano, Michael	11/10/14
Ferrara, Dawn	10/31/14
Freund, Kristen	11/12/14
Humphrey, Holly	11/12/14
Koretz, Danielle	11/10/14
Opperman, Henry	11/5/14
Patisso, Rita	10/31/14
Rodgers, Mackenzie	11/12/14
Stricko, Janine	11/5/14
Sullivan, Kaitlyn	11/10/14

B. Teacher Assistants

5.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>
Tworek, Edna	Special Education Teaching Assistant	Sequoia	1-1	11/12/14-6/30/15

C. Support Staff

5.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>
Biernacki, Karen	Hall Monitor/Sagamore	11/6/14
Drake, Catherine	Hall Monitor/East	11/6/14
Efron, Milissa	Special Ed Aide/Grundy	11/6/14
Gavin, Erin	Sr. Clerk Typist/OSS	12/1/14
Tworek, Edna	Special Ed Aide/Sequoia	11/12/14

5.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>
Higgins, Bethanne	Special Ed Aide/Hiawatha	Personal	11/19/14 - 1/4/15

5.C.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 & Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Dean, Dawn	Classroom Aide/ Grundy	\$11.68/hr.	11/12/14	None
Yabor, Dolores	Hall Monitor/ Sagamore	\$9.08/hr.	11/19/14	None

5.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>Aide</u>	<u>Service Begins</u>
Quattropani, Denise	11/12/14
Tame, Kerri A	11/12/14
 <u>Custodian</u>	
Diaz-Nunez, Carlos	11/12/14

VI. ACTION ITEMS

1. Mini Contracts Consent Agenda for Action Items 6.1.1. through 6.1.5.

6.1.1. Approval of Special Education Services Agreement with Eastport South Manor CSD 2014-15

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Eastport/South Manor Central School District to provide special education and related services to students with disabilities, when such students attend schools in the Eastport South Manor Central School District. Eastport South Manor CSD shall be entitled to bill Sachem CSD the tuition rate set by the State Education Department. The term of

this agreement shall be from July 1, 2014 through June 30, 2015. This agreement has been reviewed and approved by the school district's attorney."

6.1.2. Approval of Renewal of Non-Resident Tuition Educational Agreement for the 2014-15 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the renewal of a non-resident tuition educational agreement for the child of a non-resident to attend the Sachem Central School District for the 2014-2015 school year effective September 1, 2014. The formula to calculate the tuition rate for a regular education pupil is determined by the New York State Department of Education. The estimated tuition rate for a student, full day, grade 7 -12, is \$8,500.00. When the actual 2014-2015 nonresident tuition rates are available, refunds or additional charges are to be made in accordance with Section 174.2(a)(6) of the Regulations of the Commissioner of Education."

6.1.3. Approval of Special Education Services Agreement with Half Hollow Hills CSD 2014-15

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Half Hollow Hills Central School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the Half Hollow Hills Central School District, but reside in the Sachem CSD. Half Hollow Hills CSD 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, 2014 through June 30, 2015. This agreement has been reviewed and approved by the school district's attorney."

6.1.4. Approval of Agreement with Music Theatre International

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between the Sachem Central School District and Music Theatre International to provide show kits, pay a royalty fee and non-refundable materials fee for the production of Guys & dolls Jr at Samoset Middle School. The cost of \$685.00 will be paid for by the District Office for Music and Art."

6.1.5. Approval of Special Education Services Agreement with South Huntington UFSD 2014-15

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 special education services to parentally-placed students with disabilities, when such students attend private schools in the South Huntington

Union Free School District, but reside in the Sachem Central School District. South Huntington 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, 2014 through June 30, 2015. This agreement has been reviewed and approved by the school district’s attorney.”

6.2. Approval of Cullen & Danowski, LLP to Perform Detailed Internal Control Testing

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves Cullen & Danowski, LLP, Internal Auditors, to perform a review of the operations of the Payroll Department and cash activities review. The estimated fee will not exceed \$20,000.”

6.3. Acceptance of Risk Assessment Update Report

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Risk Assessment Update Report prepared by Cullen & Danowski, LLP and the Management Corrective Action plan.”

6.4. Approval of Field Trip for 2014-15 School Year

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following field trip for the 2014-15 school year”:

	<u>Dates</u>	<u>Location</u>
Sachem Robotics Students	Feb. 25-28, 2015	So. Florida Regional Robotics Competition Great Ft. Lauderdale & Broward County Convention Center, Ft. Lauderdale, Fla.

6.5. Approval of Deduct Change Order No. 1 for North Coast Maintenance Corp. dba J Barwick Landscape

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a deduct Change Order No. 1 for North Coast Maintenance Corp. dba J Barwick Landscape for Sachem High School North. The contract amount of \$342,500.00 will be decreased by \$25,000.00. An allowance, in the amount of \$25,000.00, was included in the contract documents, for unforeseen conditions. The allowance is being returned in its entirety. The new contract amount including this Change Order will be \$317,500.00.”

6.6. Acceptance of Revised Purchasing Policies 6700, 6740, 6740E-First Reading

RECOMMENDED ACTION: "Upon the recommendation of the Superintendent of Schools, the Board of Education accepts as a first reading the following revised policies/exhibits:

Revised Policy 6700 - Purchasing
Revised Policy 6740 - Purchasing Procedures
Revised Exhibit 6740E - Purchasing Procedures

6.7. 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 \$2,511,630.80 is 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.

6.8. Appointment of Alternate Evening High School Staff for the 2014-15 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of the following Alternate Evening High School staff for the 2014-15 school year":

Stephens, Craig Science

6.9. Approval of Coaching Assignments for the 2014-15 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following Winter coaching assignments for the 2014-15 school year":

Early Winter Girls Volleyball

Samoset - Diana Rose (Samoset)

Boys Middle School Basketball

Samoset - Matthew Golini (Samoset)

Girls Bowling

North Varsity - Warren Meahan (Seneca)

Late Winter Girls MS Basketball

Sequoya - Dave Loehle (Sequoya)

Boys Basketball

North Varsity Volunteer - Alex Piccirillo (OOD)

Swim Scorers & Timers

Angela Buckley (OOD)

Kerry Donaghy (OOD)

6.10. Appointment of Budget Advisory Committee Member

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education appoints Kellianne Burnham as an active member of the Budget Advisory Committee.”

6.11. Approval of Agreement of Sale with 245 Union Avenue LLC

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

WHEREAS, the Board of Education has conducted a survey of the real property in the School District; and

WHEREAS, the Board of Education has determined that the property located at 245 Union Ave, Holbrook, New York has no further use for said property and said property and is no longer needed for school purposes and as a result has determined that it is in the best interest of the School District to sell said property; and

WHEREAS, the Board of Education solicited proposals from interested persons for the purchase of the property located at 245 Union Avenue, Holbrook, New York and has determined to accept the proposal received from 245 Union Avenue LLC; and

WHEREAS, the sale of said property constitutes a routine activity of the School District under the New York State Environmental Quality Review Act.

NOW THEREFORE, BE IT RESOLVED that the Board of Education hereby authorizes the sale of 245 Union Ave, Holbrook, New York to 245 Union Ave LLC for the price of \$4,500,000; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute any and all documents necessary to effectuate the transfer of said property.

6.12. Approval of Extracurricular Clubs/Activities for the 2014-15 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 2014-15 school year”:

<u>School</u>	<u>Club/Activity</u>	<u>Advisor</u>
East	Sachem East Mentoring Club	<i>add:</i> Donna Jackson
Tamarac	French Club/Digital Yearbook “A” Intramurals “A”	Bonnie Beyernheimer/ Mallory Gempel Christopher Cordella/ Clodagh Harte
Wenonah	Eat a Good Book Club “B” Special Olympics Club “B”	Traci Wilson Jessica D’Auria

6.13. Revised Extracurricular Clubs/Activities for the 2014-2015 School Year

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following revisions for the *Leader in Me Club* for the 2014-15 school year”:

<i>School</i>	<i>Advisor</i>
Wenonah	<i>Add:</i> Lucia Abreu

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”:

11/6, 11/7, 11/12, 11/13, 11/14, 11/18, 11/19

VII. MONTHLY REPORTS

7.1. Damage & Loss Summary

The summary report reflects damage and loss for the period ending October 2014.

7.2. 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:

11/6, 11/7, 11/12, 11/13, 11/19

3. 2014-15 Updates to the Board**4. Board of Education Sub Committees**

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

5. 2014-15 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.

VIII. PRESENTATION/DISCUSSIONS

1. Applied Data Services for 2014-15
2. Option #4 - Facilities Committee

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 Work Session meeting of the Board of Education will be held on December 3, 2014 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