

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

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\*January 28, 2015

7:30 PM

Board of Education Room

\*This Regular Meeting was originally scheduled for 1/28/15 but was cancelled due to inclement weather. The meeting was held on 2/4/15.

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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":

December 3, 2014 - Work Session Meeting  
December 17, 2014 - 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.

**III. PRESENTATIONS**

Schoolwide Literacy Training – Update  
Budget Discussion

**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:

	<b><u>RFP/Bid Number &amp; Title</u></b>	<b><u>Action Required</u></b>
a.	B 14-22 Components for District-Owned Point of Sale System	Reject
b.	B 14-231 Public Disposal Sale - Scrap Metal	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 November 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 November 2014 as submitted by the District Treasurer, Diane Kollmer.”

**Treasurer’s Report**

**Revenues**

**Expenditures**

**Balance Sheets (as of November 2014)**

**PERSONNEL ITEMS**

**V. CONSENT AGENDA FOR PERSONNEL ITEMS 5.A.1. THROUGH 5.B.5.**

**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>
Carey, Siobhan	Health	East	Child Care Leave	1/13/15-2/1/15

**5.A.2. Probationary Appointments of Teaching Personnel**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of probationary teachers as follows”:

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Rocha, Katrina*	Art	Chippewa	2-1	1/29/15-6/30/16
O'Hara, Mary**	School Media Specialist	Sagamore	2-6	2/2/15-2/01/18

\*Exceeded teacher recalled.

\*\*Revised start date. Previously appointed on the December 17, 2014 agenda with a start date of January 5, 2015.

**5.A.3. Return from a Leave of Absence of Teaching Personnel**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the return from a leave of absence of teaching personnel as follows”:

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Date</u>
Carey, Siobhan	Health	East	Return from Child Care Leave	2/2/15
Edzards, Nancy	Remedial Math	Tecumseh	Return from Child Care Leave	2/2/15
Gibbons, Elizabeth	Physical Education	North	Return from Child Care Leave	2/2/15
Huisman, Deana	Guidance	North	Return from Child Care Leave	2/2/15
Ing, Michelle	Mathematics	Samoset	Return from Child Care Leave	2/2/15
MacDonald, Jennifer	Elementary	Sequoia	Return from Child Care Leave	2/2/15
Wright, Victoria	Kindergarten	Tecumseh	Return from Child Care Leave	2/2/15

**5.A.4. 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>
Aronow, Melissa	Seneca	2/1/15	12-8	12-9	1,349.00
Baker, Patricia	Merrimac	2/1/15	15-6	15-7	1,349.00
Crowley, Elizabeth	Chippewa	2/1/15	20-8	20-9	1,349.00
Flohl, Tiffany	Waverly	2/1/15	5-7	5-8	1,226.00
Macchio, Allison	East	2/1/15	5-6	5-7	1,227.00
Marek, Laura	Sagamore	8/28/14	10-5	10-6	2,698.00
Meahan, Warren	East	2/1/15	8-7	8-8	1,349.00
Papagni, Joseph	Nokomis	2/1/15	17-8	17-9	1,349.00
Walsh, Robin	Chippewa	8/28/14	20-6	20-7	2,698.00
Williams, Jessica	Sagamore	2/1/15	7-8	7-9	1,349.00

**5.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>
Wohlafka, May

**B. Support Staff**

**5.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>
Piazza, Joann	Campus Security/North	1/31/15

**5.B.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 &amp; Assignment</u>	<u>Reason</u>	<u>Dates</u>
Huffman, Jeffery	Custodian/North	Personal	1/16/15 to 7/16/15

**5.B.3. 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>Clerical</u>	
Clarke, Joanne	1/29/15
Cuscino, Vincenza	1/29/15

**5.B.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 &amp; Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Ferraro, Candice	Hall Monitor/East	\$9.08/hr.	1/21/15	None
MacVicar, Amanda	Recreation Aide/ Child Care	\$10.28/hr.	1/14/15	None
Szewczuk, Alexandria	Asst. Group Leader/ Child Care	\$11.80/hr.	1/21/15	None

**5.B.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>Aide</u> Kuchcicki, Debra	1/14/15
<u>Clerk Typist</u> Rosa, Ana	1/21/15

**VI. ACTION ITEMS**

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

**6.1.1. Approval of Health and Welfare Service Agreements 2014-15**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreements between Sachem Central School District and Babylon Union Free School District, Bayport-Blue Point Union Free School District, Brentwood School District, Central Islip School District, Connetquot Central School District, East Hampton School District, Eastport/South Manor CSD, Hauppauge School District, Islip Union Free School District, Longwood Central School District, Middle Country Central School District, Patchogue-Medford School District, Rocky Point Union Free School District, Sayville Union Free School District, Smithtown Central School District, Southampton Union Free School District, South Country Central School District, Three Village Central School District and William Floyd School

District to provide health and welfare services to non resident students who attend a nonpublic school located within the Sachem Central School District. The cost is \$980.00 per student for the period of September 1, 2014 through June 30, 2015. These agreements have been reviewed and approved by the school district's attorney."

**6.1.2. Approval of Special Education Services Agreement with Riverhead 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 Riverhead Central School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the Riverhead Central School District. Riverhead CSD 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, 2014 through June 30, 2015. This agreement has been reviewed and approved by the school district's attorney."

**6.1.3. Approval of Agreement with Legal Interpreting Services**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Legal Interpreting Services to provide translation and interpreting services during the school year for attendance at Committee on Special Education (CSE) meetings and State testing. The rate schedule is set forth in Appendix A of the agreement. This agreement shall be in effect for the period September 1, 2014 to June 30, 2015. This agreement has been reviewed and approved by the school district's attorney."

**6.1.4. Approval of Agreement with the Town of Brookhaven for Salt, Sand and General Repairs**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education, Sal Tripi, to execute the renewal of the agreement between the Sachem School District and the Town of Brookhaven for salt, sand, and general repairs as needed."

**6.1.5. Approval of Health and Welfare Services Agreement with Middle Country 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 Middle Country Central School District to provide health and welfare services to students who reside in the Sachem Central School District. The rate for this service is \$794.56 per student.

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 Payment to FIRST (For Inspiration and Recognition for Science and Technology)**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the payment of \$4,000 to FIRST (For Inspiration and Recognition of Science and Technology) for an entrance fee for the New York Tech Valley Regional Robotics Competition to be held at Rensselaer Polytechnic Institute for the Sachem Robotics team. The dates of the competition are March 18, 2015 to March 21, 2015. This will be paid through the Career Training Program.”

**6.3. Approval of Field Trip for 2014-2015 School Year**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following field trips for the 2014-2015 school year”:

Group	Date(s)	Location
Sachem Robotics Students	March 18-21, 2015	Rensselaer Polytechnic Institute Troy, New York
Model UN Club	February 5-8, 2015	John Hopkins University @ Mattins Center Baltimore, Maryland
Sachem Cosmetology Students	May 30-June 2, 2015	Premiere Orlando International Beauty Event, Orlando, Fla.

**6.4. Approval of Addendum #1 to McClave Engineering 2012 Agreement**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves Addendum #1 to the McClave Engineering P.C. 2012 Agreement for renovations to the Cosmetology rooms at Sachem High School East. This addendum is for the engineering, design and coordination work due to the storm damage on August 13, 2014 at Sachem High School East. McClave Engineering, P.C. designed drainage and other appurtenances as covered and required by Sachem School District’s Insurance policy. This included the design, coordination, supervision and management of the project. The Firm was retained on an hourly basis, based on the rates as described below.

Hourly Rates

Principal	\$200.00 per hour
Project Architect/Engineer	\$185.00 per hour
Senior Architect/Engineer	\$150.00 per hour
Architect/Engineer	\$125.00 per hour

Construction Manager	\$135.00 per hour
Administrative	\$ 85.00 per hour

The total cost is \$11,375.00 which includes 22 Principal hours billed and 46.5 Senior Engineer hours billed.”

**6.5. Acceptance of Wire Transfer Policy 6415-First Reading**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts as a first reading the following new policy:"

Policy 6415 - Wire Transfers

**6.6. Approval of Applied Behavioral Analysis (ABA) Specialists for the 2014-15 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 2014-15 ABA Program":

Heath, Brittany

**6.7. Approval of Translators/Interpreters 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 Translators/Interpreters for the 2014-15 school year":

Legagneur, Vanda  
Seltzer, Celine

**6.8. Appointment of 2015 Summer Enrichment Lead Teachers**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education appoint the individuals listed below as Lead Teachers in the summer program as indicated:"

**Summer Enrichment Program**

Carissa Hagan - Lead Teacher Secondary  
Jessica Williams - Lead Teacher Elementary

**6.9. Approval of the 2015 Sachem Extended School Year (SESY) Calendar**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 2015 Sachem Extended School Year (SESY) calendar.”



**6.10. 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”:

1/8, 1/9, 1/12, 1/13, 1/14, 1/15, 1/16, 1/20, 1/21, 1/22, 1/23, 1/26, 1/27, 1/28

**VII. MONTHLY REPORTS****7.1. Damage & Loss Summary**

The summary report reflects damage and loss for the period ending December 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:

1/9, 1/14, 1/15, 1/21, 1/23, 1/28

**7.3. Board of Education Sub Committees**

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

**7.4. 2014-15 Updates to the Board**

2015-16 Budget  
State Assessments and Scoring

**7.5. 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 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.

**PLEASE PROCEED TO THE WORK SESSION BOARD OF EDUCATION MEETING AGENDA OF FEBRUARY 4, 2015.**