

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

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July 11, 2018

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**

- A. **Call to Order**
- B. **Salute to the Flag**
- C. **Moment of Silent Meditation**

**II. ADMINISTRATION OF OATH**

**2.1. Administer Oath to Newly Elected Board Members**

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

RESOLVED, that the constitutional oath of office be administered to newly elected Board members, William Coggin, Laura Slattery and Meredith Volpe, by the District Clerk. (New York State Constitution, Article XIII-1; (Public Officers Law 10, 30)

**2.2. Administer Oath to Ex-Officio Student Board Members**

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

RESOLVED, that the constitutional oath of office be administered to the ex-officio student Board members, Nicholas Ambrosino and Kaylee Bowman by the District Clerk. (New York State Constitution, Article XIII-1; (Public Officers Law 10, 30)

**III. ELECTION OF TEMPORARY CHAIRPERSON**

**3.1. Election of Temporary Chairperson**

A call for nomination.

**3.2. President of Board of Education**

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

RESOLVED, that \_\_\_\_\_ be elected President of the Board of Education of this District for the ensuing official year ending June 30, 2019 and,

BE IT FURTHER RESOLVED, that the constitutional oath of office be administered to the newly elected President of the Board of Education by the District Clerk. (Educ. Law 1701, 2504, 2563; New York State Constitution, Article XIII-1; Public Officers Law 10,30)

**3.3. Vice President of the Board of Education**

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

RESOLVED, that \_\_\_\_\_ be elected Vice President of the Board of Education of this District for the ensuing official year ending June 30, 2019 and,

BE IT FURTHER RESOLVED, that in the absence of the President of the Board of Education or his/her inability to act, the Vice President of the Board of Education be President and be authorized to assume all the responsibilities and perform all of the duties of the President of the Board of Education as provided by law; and,

BE IT FURTHER RESOLVED, that the constitutional oath of office be administered to the newly elected Vice-President of the Board of Education by the District Clerk. (Educ. Law 1701, 2504, 2563; New York State Constitution, Article XIII-1; Public Officers Law 10,30)

**IV. APPOINTMENT OF OFFICERS****4.1. District Clerk of the Board of Education**

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

RESOLVED, that, Allison Florio be and is hereby appointed District Clerk of the Board of Education and,

BE IT FURTHER RESOLVED, that same shall perform the duties of District Clerk of the Sachem Central School District for the school year ending June 30, 2019; and,

BE IT FURTHER RESOLVED, in the event Ms. Florio is absent, Dawn MacVicar and/or Randy Prinzivalli act as alternate District Clerks.

BE IT FURTHER RESOLVED, that the constitutional oath of office be administered to the District Clerk by the President of the Board of Education. (Educ. Law 2114, 2130, 2503; Comm's. Reg. 170.2)

BE IT FURTHER RESOLVED, that as District Clerk, the Employee Retirement System Report Resolution (RS 2417-A) establishes the standard work day and beginning and end dates of appointed term in order to comply with New York State reporting requirements.

**4.2. District Treasurer**

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

RESOLVED, that Cynthia Carvajal be appointed to serve as Treasurer for the 2018-19 school year commencing July 1, 2018.

BE IT FURTHER RESOLVED, that the constitutional oath of office be administered to the Treasurer by the District Clerk” (Educ. Law 2114, 2130, 2503; Comm’s. Reg. 170.2).

**4.3. Deputy Treasurer**

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

RESOLVED, that Laura Hollander be appointed to serve as Deputy Treasurer for the 2018-19 school year commencing July 1, 2018 at an annual stipend of \$2,000.

BE IT FURTHER RESOLVED, that the constitutional oath of office be administered to the Deputy Treasurer by the District Clerk” (Educ. Law 2114, 2130, 2503; Comm’s. Reg. 170.2).

**4.4. District Internal Claims Auditor**

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

RESOLVED, that the internal claims auditors for the school year 2018-19 shall be Cerini & Associates, 3340 Veterans Memorial Highway, Bohemia, New York 11716, and shall perform full internal claims audits of the Sachem Central School District and review of extraclassroom activity fund deposits and disbursements through June 30, 2019 at an annual fee not to exceed \$54,150.”

**4.5. District Internal Auditor**

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

RESOLVED, that the internal auditors for the school year 2018-19 shall be Cullen & Danowski, LLP., 1650 Route 112, Port Jefferson Station, New York 11776, and shall perform a risk assessment update of district business operations for the year ending June 30, 2019. The fee for the initial risk assessment is \$10,600 plus hourly rates for additional services as needed and approved by the Board of Education” (Educ. Law 2116-a; Comm’s. Reg. 170.2).

**4.6. District External Auditor**

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

RESOLVED, that the external auditors for the school year 2018-19 shall be EFPR Group, LLP, 6390 Main Street, Williamsville, New York 14221, and shall perform full audits on the records of the Sachem Central School District, for the year ending June 30, 2019; and

BE IT FURTHER RESOLVED, that same shall perform the full services for the Sachem Central School District, at a fee of \$45,000 plus rates for additional services as requested by the Board of Education for the school year ending June 30, 2019 (Educ. Law 2116-a; Comm’s. Reg. 170.2).

**V. OTHER APPOINTMENTS**

**1. Consent Agenda for Appointments 5.1 through 5.15.**

**5.1. Chief School Medical Officer**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves Jack Nussbaum, MD as the Chief School Medical Officer for the 2018-19 school year at an hourly contract rate of \$150.00."

**5.2. Bond Counsel**

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

RESOLVED, that Hawkins, Delafield & Wood is hereby appointed Bond Counsel for the year ending June 30, 2019, and

BE IT FURTHER RESOLVED, that as Bond Counsel will prepare all relevant proceedings for action by the Board of Education to authorize the issuance of School District obligations, and will prepare documentation for the sale and delivery of the School District’s bonds and notes, as required, at an annual fee not to exceed \$25,000.

**5.3 Board, Labor and Legal Counsel**

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

RESOLVED, that Ingerman Smith L.L.P. is hereby appointed Board, Labor and Legal Counsel to the Sachem School District for the school year 2018-19 at a retainer of \$156,000 and an additional rate of \$235.00 per hour for litigation, real estate and construction matters.”

**5.4. Financial Advisory Services**

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

RESOLVED, that Capital Markets Advisors, LLC is hereby appointed for our Financial Advisory Services for the ensuing official year ending June 30, 2019, and

BE IT FURTHER RESOLVED, that same shall perform the duties for our Financial Advisory Services for the Sachem Central School District, as follows:

- New money bond issues      \$15,000
- Note issues                      \$ 6,950
- Continuing Disclosure      \$ 2,500 including required Material Event Notices  
Refunding bond issues

A fee to be negotiated based on the per amount and complexity of the issue and the number of series of (i) bonds to be refunded and (ii) refunding bonds to be issued

**5.5. District Architect**

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

RESOLVED, that John A. Grillo Architect, P.C., 1213 Main Street, Port Jefferson, New York 11777, is appointed the Architect of Record for the Sachem Central School District for the 2018-19 school year. An agreement has been reviewed and approved by the school district’s attorney.

**5.6. Records Access Officer**

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

RESOLVED, that Allison Florio be and is hereby appointed Records Access Officer for the ensuing official year ending June 30, 2019. (Public Officer Law 87 (b) (iii)).

**5.7. Records Management Officer**

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

RESOLVED, that Stephanie MacIntosh, the Administrator for Federal Funds, Research & Development be and is hereby appointed Records Management Officer for the ensuing official year ending June 30, 2019, at no additional compensation. (Comm's. Reg. 185.2 (I)).

**5.8. Chief Information Officer**

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

RESOLVED, that Erin Hynes, Assistant Superintendent for Curriculum and Instruction be and is hereby appointed Chief Information Officer for the ensuing official year ending June 30, 2019 at no additional compensation.

**5.9. School Purchasing Agent**

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

RESOLVED, that Catherine Nocco is hereby appointed School Purchasing Agent for the school year 2018-19, and that she be authorized to purchase supplies, equipment and services as provided for in the budget. In the event Ms. Nocco is absent, Nancy Merkle, Purchasing Technician, act as an alternate Purchasing Agent (Comm's. Reg. 170.2).

**5.10. School Purchasing Technician**

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

RESOLVED, that Nancy Merkle be approved as Purchasing Technician for the school year 2018-19, and that she be authorized to purchase supplies, equipment and services as provided for in the budget (Comm's. Reg. 170.2).

**5.11. Appointment of Coordinator for Community Use of Facilities**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of Wayne Wilson to serve as the Coordinator for Community Use of Facilities for the 2018-19 school year."

**5.12. AHERA Compliance Officer**

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

RESOLVED, that Ed Miller, Director of Facilities III, be and is hereby appointed AHERA Compliance Officer for the 2018-19 school year commencing July 1, 2018.

**5.13. Appointment of Office of Civil Rights (OCR) Officers**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of Dr. Anthony Mauro, Erin Hynes, Kristin Capel-Eden, Stephanie MacIntosh, Sue Tuttle, Elizabeth Tucci and Stacie Spatafora-DiCio as Office of Civil Rights (OCR) Officers for the 2018-19 school year."

**5.14. Title VII and Title IX Compliance Officer**

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

RESOLVED, that Anthony Mauro, Assistant Superintendent for Student Support and Administration, be and is hereby appointed Title VII and Title IX Compliance Officer and Kristin Capel-Eden, Assistant Superintendent for Personnel, Erin Hynes, Assistant Superintendent for Curriculum and Instruction, Stephanie MacIntosh, Administrator of Federal Funds, and Stacie Spatafora-DiCio, School Personnel Officer, be appointed Title VII and Title IX Alternate Compliance Officers for the 2018-19 school year commencing July 1, 2018.

**5.15. Medicaid Fraud Compliance Officer**

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

RESOLVED, that Elizabeth Tucci, Assistant to the Coordinator for Preschool and Elementary Special Education, be and is hereby appointed Medicaid Fraud Compliance Officer and Susan Tuttle, Director of Student Services, be appointed Medicaid Fraud Alternate Compliance Officer for the 2018-19 school year commencing July 1, 2018.

**VI. AUTHORIZATIONS**

**1. Consent Agenda for Authorizations 6.1 through 6.4.**

**6.1. Chief School Officer to Certify Payrolls**

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

RESOLVED, that the Chief School Officer, Assistant Superintendent for Business and Operations and the Assistant Superintendent for Personnel be authorized to certify all payrolls prepared on behalf of this district for the ensuing year 2018-19.

**6.2. Authorization to Establish Petty Cash Funds**

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

RESOLVED, that according to Section 19.22 of the New York State Education Law, petty cash funds may be established for each school building for the 2018-19 school year in the district in which there is a principal in charge. Such petty cash funds are not to exceed One Hundred Dollars (\$100.00) in any one unit. The per item purchase limit shall be \$50.00. In addition, there should be established a petty cash fund of One Hundred Dollars (\$100.00) for the District Clerk's Office, and One Thousand Nine Hundred Twenty Two Dollars (\$1,922.00) for starting



cash for cafeteria registers. Program Directors and the District Clerk are responsible for these funds and to submit proper records accounting for expenditures from such funds; and,

FURTHER, that payments from such petty cash funds may be made for materials, supplies or services only when payment is required upon delivery.” (Educ. Law 1709-29; Comm’s. Red. 170.4)

**6.3. Designation of Authorized Signature on Checks**

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

RESOLVED, that the District Treasurer be authorized to sign all checks or drafts for all salaries of teachers, and for all officers or other employees of this school district and for payment of bills, expenses, obligations, and liabilities, and also such contracts, documents, papers, agreements, writings, and other instruments in writing as are authorized by the Board of Education or required by law to be executed, and in the absence or inability of the District Treasurer to sign such checks or drafts and such contracts, documents, papers, agreements, writings, and other instruments requiring her signature.

BE IT FURTHER RESOLVED, that the Deputy District Treasurer shall perform the check signing responsibilities in the absence of the District Treasurer of the Sachem Central School District for the school year ending June 30, 2019.

**6.4. Chief School Officer Authorized to Approve Budget Transfers**

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

RESOLVED, that the Chief School Officer be authorized to approve budget transfers for the 2018-19 school year and that the Board of Education must approve budget transfers of \$50,000 or greater (Comm’s. Reg. 170.2).

**VII. DESIGNATIONS****1. Consent Agenda for Designations 7.1 through 7.2.****7.1. Official Bank Depositories - All Funds**

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

RESOLVED, that the following financial institutions be and are hereby designated as the official depositories for funds to be received and disbursed and not to exceed \$250,000,000 and to be used for repurchase agreements by this school district during the school year 2018-19” (Educ. Law 2129, 2130; Comm’s. Reg. 170.2).

1. Citibank
2. J.P. Morgan/Chase
3. Flushing Bank
4. Sterling National Bank

**7.2. Official Newspapers**

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

RESOLVED, that any of the following newspapers may be used officially at any time it appears to the advantage of the District to do so during the school year 2018-19 (Educ. Law 2004; Municipal Law 103)

List of newspapers to be considered:

1. Newsday
2. Ronkonkoma Review

BE IT FURTHER RESOLVED, that the Board shall designate Newsday as the official newspaper for the purpose of advertising bids and contracts.

**VIII. BONDING OF PERSONNEL****1. Consent Agenda for Bonding of Personnel Items 8.1.A. through 8.1.K.****8.1. Bonding of Personnel**

The Crime Bond Renewal Policy is through Northern Insuring and shall be \$7,025 for the 2018-19 school year.

**A. District Treasurer**

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

RESOLVED, that the District Treasurer be bonded for \$5,000,000 for the official school year 2018-19 (Educ. Law 2122, 2130, 2527; Comm’s. Reg. 170.2).

**B. Deputy Treasurer**

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

RESOLVED, that the Deputy Treasurer be bonded for \$5,000,000 for the official school year 2018-19 (Educ. Law 2122, 2130, 2527; Comm’s. Reg. 170.2).

**C. Co-Curricular Treasurers**

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

RESOLVED, that the Co-Curricular Treasurer at each building be bonded for \$5,000,000 for the official school year 2018-19 (Educ. Law 2527; Comm’s. Reg. 170.2).

**D. Public School System Employee Blanket Bond**

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

RESOLVED, that a blanket position bond for all employees other than the District Treasurer be issued for the school year 2018-19. Such bond to provide coverage in the amount of \$5,000,000 for all employees, some of whom handle district funds during the school year 2018-19 (Public Off. Law Section 11; Comm’s. Reg. 172.5).

**E. Superintendent/Assistant Superintendent for Business and Operations/  
School Business Administrator**

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

RESOLVED, that the Superintendent, Assistant Superintendent for Business and Operations and School Business Administrator be bonded for \$5,000,000 for the official school year 2018-19 (Educ. Law 2527; Comm’s. Reg. 170.2).

**F. Money, Theft, Disappearance and Destruction Policy (Inside Buildings and Outside Grounds) Forgery or Alteration Policy**

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the Money, Theft, Disappearance and Destruction Policy (Inside Buildings and Outside Grounds) in the amount of \$50,000 and the Forgery or Alteration Policy in the amount of \$100,000 for the official school year 2018-19 (Educ.

Law 2527; Comm's Reg. 170.2).

**G. Computer Fraud (Including Wire Transfers)**

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Computer Fraud (including Wire Transfers) coverage in the amount of \$5,000,000 for the official school year 2018-19" (Educ. Law 2527; Comm's Reg. 170.2).

**H. Computer Restoration**

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Computer Restoration coverage in the amount of \$100,000 for the official school year 2018-19" (Educ. Law 2527; Comm's Reg. 170.2).

**I. Funds Transfer Fraud**

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Funds Transfer Fraud coverage in the amount of \$5,000,000 for the official school year 2018-19" (Educ. Law 2527; Comm's Reg. 170.2).

**J. Contracted BOCES Employees**

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Contracted BOCES Employees coverage in the amount of \$100,000 for the official school year 2018-19" (Educ. Law 2527; Comm's Reg. 170.2).

**K. Social Engineering Fraud**

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Social Engineering Fraud coverage in the amount of \$100,000 for the official school year 2018-19" (Educ. Law 2527; Comm's Reg. 170.2).

**IX. POLICY AND COMMITTEES**

**1. Consent Agenda for Policy and Committees Items 9.1 through 9.23.**

**9.1. 2018-2019 Proposed BOE Meetings**

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

RESOLVED, that the regular monthly meetings of the Board of Education of Sachem Central School District, Towns of Brookhaven, Smithtown and Islip, Suffolk County, New York, shall be held during the ensuing year at 7:30 PM,

On the designated Wednesday of each month at Samoset Middle School except where this date conflicts with a holiday and/or school recess period and to adopt the schedule of Board meeting dates for regular and work sessions.

July 11	Reorganizational Meeting/Regular
August 1, 29	Regular Meetings
September 12	Regular Meeting
October 10, 24	Regular Meeting
November 14, 28	Regular Meeting
December 12	Regular Meeting
January 9, 23	Regular Meeting
February 13, 27	Regular Meeting
March 6, 20	Regular Meeting
April 3, 17	Regular Meeting
May 8, 21	Regular Meeting
June 5, 19	Regular Meeting

**9.2. Re-Adoption of All Policies and Codes of Ethics in Effect During Previous Year**

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

RESOLVED, that existing policies, bylaws, rules and regulations operative at the close of the school year 2017-2018 remain operative pending a review and a consideration of necessary changes: (Educ. Law 1709, 2503) and,

FURTHER, that amendments shall require action by a majority vote of the Board of Education, after presentation at two (2) successive regular meetings.

**9.3. School Conduct and Discipline Policy**

It is a New York State requirement that ever school district adopt a Student Conduct and Discipline Policy and that such policy be reviewed on an annual basis.

RECOMMENDED ACTION: " that, upon the recommendation of the Superintendent of Schools, the Board of Education confirm the previously adopted Code of Conduct Policy #5300 as indicated by the NYS SAVE Legislation to be in effect for the 2018-19 school year."

**9.4. Health and Safety Committee**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education appoint the following as the Health and Safety Committee for the 2018-19 school year, in compliance with

section 155.17 (b) of the Regulations of the Commissioner”:

RESOLVED, that the following individuals be and are hereby appointed to the Health and Safety Committee for the 2018-19 school year commencing July 1, 2018:

Phil Barbera	SCTA
Gary Beutel	Director of Health and Phys Ed, Health Services & Athletics
JoAnn Bruno	SCNA
Bill Coggin	Board Member
Mike Cusano	Assistant Director of Security
Danielle DeLorenzo	Elementary Principal
James Enright	SSSU
Mike Matlat	Board Member
Anthony J. Mauro	Assistant Superintendent for Student Support and Administration
Shannon McEntee	Administrator for Physical Education
Ed Miller	Director of Facilities
John O’Keefe	Assistant Superintendent for Business and Operations
Dana Platin	Community Member
Jack Renda	Administrative Assistant for Instructional Technology
Ronald Sacks	School Business Administrator
Laura Slattery	Board Member
Jocelynn Stone	SSA
Josephine Vasiento	UPSEU
Matt Wells	SAA
Wayne Wilson	Director of Security
Sara Wottawa	Board Member

**Health and Safety Sub Committees:**

**SAVE Committee**

Phil Barbera  
 Tom Desmond  
 Donna Gregory  
 Anthony J. Mauro  
 Wayne Wilson  
 TBD- Student Representative  
 TBD- Student Representative  
 TBD- Student Representative

**Emergency Response Committee**

Gary Beutel  
 Mike Cusano  
 Anthony J. Mauro  
 Ed Miller  
 John O’Keefe  
 Jack Renda  
 Wayne Wilson

**Health and Wellness Committee**

Gary Beutel  
 Beth Caruana

**AIDS Advisory Committee**

Gary Beutel  
 Kathleen McCabe

Danielle DeLorenzo	Shannon McEntee
Annie Faivus	
Lori Hewlett	
Erin Hynes	
Kathleen McCabe	
Shannon McEntee	
Danielle Moran	
Marie O’Doherty	
Laura Slattery	
Matt Wells	
Sara Wottawa	
Meredith Volpe	

**9.5. Curriculum Materials Review Committee**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution”: RESOLVED, that the following individuals be and are hereby appointed to the Curriculum Materials Review Committee for the 2018-19 school year commencing July 1, 2018:

Erin Hynes	Assistant Superintendent for Curriculum & Instruction
Matthew Wells	Principal, Cayuga Elementary School
Marie O’Doherty	Elementary Teacher
Sandy Bucher	Librarian Sagamore Middle School
Sal Nicosia	District Resident

**9.6. Citizens’ Advisory Audit Committee**

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

RESOLVED, that the following individuals be and are hereby appointed to the Citizens’ Advisory Audit Committee (CAAC) for the 2018-19 school year commencing July 1, 2018:

Dorothy Roberts	Board Trustee
Laura Slattery	Board Trustee
Debra Perillo	Committee Member
Barbara Roden	Committee Member
Jeff Surrusco	Committee Member

**9.7. Legislative Committee**

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

RESOLVED, that the following individuals be and are hereby appointed to the Legislative Committee for the 2018-19 school year commencing July 1, 2018:

Dorothy Roberts	Board Trustee
Sara Wottawa	Board Trustee
Sal Nicosia	Committee Member
Bevin Llanes	Committee Member
Ashley Ventimiglia	Committee Member
Joann Nardone	Committee Member
Krupa Lauricella	Committee Member
Kelly Short	Committee Member
Matt Balkam	Committee Member
Carol Locklin	Committee Member
Jamie Mare	Committee Member
Janet Daniello	Committee Member

**9.8. Budget Advisory Committee**

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

RESOLVED, that the following individual be and are hereby appointed to the Budget Advisory Committee for the 2018-19 school year commencing July 1, 2018:

Meredith Volpe	Board Trustee
Stacey Coll	Committee Member

**9.9. Establish Mileage Reimbursement Rate for the 2018-19 School Year**

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

RESOLVED, that the Board of Education accepts the mileage reimbursement rate as determined by the IRS as standard rate.



**9.10. Approval of District Cell Phones and Air Cards**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following district cell phone/air card list for the 2018-19 school year”:

Gary Beutel	Athletic Director
Meryl Doberman	ABA Specialist
Vincent Gilardi	School Maintenance Crew Leader
Mark Laura	Radio Station Manager
John J. O’Keefe	Assistant Superintendent for Business and Operations
Scott Ptaszynski	School Custodial Supervisor
Jack Renda	Administrative Assistant for Instructional Technology
Stephen Shadbolt	School Transportation Supervisor
Stacie Spatafora-DiCio	School Personnel Officer
Joan Uettwiller	Assistant Transportation Supervisor
Paul Wilken	Maintenance Mechanic
Wayne Wilson	Senior Guard

**9.11. Approval of Use of District Vehicles**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following employees to utilize District vehicles for de minimis personal use for the 2018-19 school year. These employees will be taxed for the value of this personal use as a non-cash fringe benefit as per IRS regulations”:

Edward Miller	Director of Facilities III
Scott Ptaszynski	School Custodial Supervisor
Stephen Shadbolt	School Transportation Supervisor
Joan Uettwiller	Assistant Transportation Supervisor
Wayne Wilson	Senior Guard
Michael Cusano	Senior Guard

**9.12. Approval of New York Schools Insurance Reciprocal**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the renewal rates for the New York Schools Insurance Reciprocal for the 2018-19 school year. The rates are as follows:

<b>Special School Policy</b>	
General Liability	\$406,646.00
Student Accident Liability Insurance	252,546.00
Commercial Inland Marine	12,871.00
Boiler & Machinery	37,553.00

Commercial Property	609,224.00
	<b>\$1,318,840.00</b>
<b>Commercial Automobile Policy</b>	91,417.00
<b>School Board Legal Liability</b>	88,879.00
<b>Excess Catastrophe Liability</b>	<u>135,619.00</u>
Subtotal:	<b>\$1,634,755.00</b>
<b>Fees</b>	
Motor Vehicle Enforcement Fee	<u>1,040.00</u>
Total Due:	<b>\$1,635,795.00</b>

The total amount due is \$1,634,755.00 for the policy period July 1, 2018 to June 30, 2019.”

**9.13. Approval of BOCES Cooperative Bids**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves to purchase supplies and materials, in compliance with all regulations governing said purchases, from appropriate bids evaluated and recommended by the Eastern Suffolk, Western Suffolk, Nassau and all other New York State BOCES Cooperative Purchasing Groups for the 2018-19 school year.”

**9.14. Long Island School Nutrition Directors Association Cooperative Bids**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following resolution which is required to become a member of the Long Island School Nutrition Directors Association Cooperative”:

WHEREAS, it is the plan of a number of public school districts in Nassau/Suffolk Counties, New York, to bid jointly on selected Food Service Commodities, Food and Food Service Supplies for the 2018-19 school year.

WHEREAS, Sachem Central School District is desirous of participating with other districts in Nassau/Suffolk Counties in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0 and,

WHEREAS, Sachem Central School District wishes to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, reporting the results to the Boards of Education and making recommendations thereon; therefore,

RESOLVED, that the Board of Education of Sachem Central School District hereby appoints Long Island School Nutrition Directors Association Cooperative Bid Committee to represent it in all matters related above, and

BE IT FURTHER RESOLVED, that Sachem Central School District’s Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and

BE IT FURTHER RESOLVED, that Sachem Central School District’s Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and must remit \$500 for the bidding program that is used to organize and analyze bids, and

BE IT FURTHER RESOLVED, that Sachem Central School District’s Board of Education agrees (1) to abide by majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; and (3) that after award of contract(s), it will conduct all negotiations directly with the successful bidder(s).

**9.15. Standardization of Daktronics Scoreboards, Seon School Bus Camera Security Systems, Bibliotheca**

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

RESOLVED, that for reasons of efficiency and/or economy, the Board of Education approves the standardization of Daktronics Scoreboards, Seon School Bus Camera Security Systems and Bibliotheca for the Sachem Central School District for the 2018-19 school year.

The adoption of this resolution does not eliminate the necessity for conformance to the competitive bidding requirements.

**9.16. Appointment of the 2018-19 Committee on Special Education**

*Boards of Education are annually required to appoint a Committee on Special Education for their school districts.*

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following appointments to the Committee on Special Education for the 2018-19 school year:"

- |             |                      |
|-------------|----------------------|
| Chairperson | Susan Tuttle         |
| Alternate   | Gina Conrad          |
| Alternate   | Gelean Demmers-Horan |
| Alternate   | Jennifer Gould       |
| Alternate   | Dr. Steven Hartman   |
| Alternate   | Barbara Raptis       |

Alternate

Elizabeth Tucci

Parent Members:

Stacy Berman

Ana Faivus

Tracey Minella

Stephanie Volpe

Physician Members:

Dr. Jack Nussbaum

Dr. Jason Kronberg

Psychologist Members: All District Psychologists

Teacher Members: All regular/special education teachers and related service providers, from which: at least one regular education teacher of the child (if the child is or may be participating in the regular education environment); at least one special education teacher, or where appropriate, at least one special education related service provider of the child,

Parent of the Child

The student with a disability, whenever appropriate

Other individuals: Who have knowledge or special expertise regarding the child, including related services personnel, at the discretion of the parent or agency

**BE IT FURTHER RESOLVED**, that upon the recommendation of the Committee on Special Education, the Board of Education of the Sachem Central School District hereby establishes Subcommittees on Special Education.

The following persons are appointed to serve on Subcommittees:  
(pursuant to Section 200.3 (2)(iii) of the Commissioner's Regulations)

Subcommittee Chairperson: All District Psychologists

All District Social Workers

All District Speech Teachers

All District Special Education Teachers

Psychologist Member: All District Psychologists

Teacher Member: All regular/special education teachers and related service providers, from which: at least one regular education teacher of the child (if the child is or may be participating in the regular education environment); at least one special education teacher, or where appropriate, at least one special education related service provider of the child,

Parent of the Child

The student with a disability, whenever appropriate

Other individuals: who have knowledge or special expertise regarding the child, including related services personnel, at the discretion of the parent or agency

**9.19. Appointment of 2018-19 Committee on Preschool Special Education**

Section 4410 (3) of the Education Law was amended to modify the composition of the Committee on Preschool Special Education.

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following appointments for the Committee on Preschool Education for the 2018-19 school year:"

1. Susan Tuttle, Chairperson of the CPSE  
OR  
Gina Conrad, Alternate Chairperson of the CPSE  
OR  
Gelean Demmers-Horan, Alternate Chairperson of the CPSE  
OR  
Elizabeth Tucci, Alternate Chairperson of the CPSE
2. The following Parent of a Child with a Disability  
  
Helen Simone                      Natalie Krempa                      Patricia Waszkiewicz  
Ana Faivus
3. An appropriately certified or licensed professional, appointed by the County will serve, as appropriate, on this committee, but his/her attendance is not required for a quorum.
4. For any meetings prior to the initial recommendation for a child for whom services are first being sought, a professional who participated in the evaluation of the child, or an appropriate professional employed by the school district:  
\*All Student Services Personnel
5. For a preschool child in transition from early intervention, a professional designated by the Department of Health's Early Intervention program shall attend all meetings of the CPSE conducted prior to the child's initial receipt of preschool services.
6. Teacher Member: All regular/special education teachers and related service providers, from which: at least one regular education teacher of the child (if the child is or may be participating in the regular education environment); at least one special education teacher, or where appropriate, at least one special education related service provider of the child

7. Parent of the Child
8. The student with a disability, whenever appropriate
9. Other individuals: Who have knowledge or special expertise regarding the child, including related services personnel, at the discretion of the parent or agency

**9.20. Appointment of Surrogate Parents for the 2018-19 Committee on Special Education**

Section 200.2 (e) (2) of the Regulations of the Commissioner of Education states that "The Board of Education or Trustees of each school district shall establish a list of the names of persons from whom the district shall choose a surrogate parent."

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following people as surrogate parents to be used by the District:"

Terry Allgor

Dana Platin

**9.21. Appointment of Impartial Hearing Officers for the 2018-19 Committee on Special Education**

Section 4404 of the Education Law provides for situations in which the recommendation of the Committee of Special Education is not acceptable to the parents or guardians of a child. In these cases, parents notify the Board of Education of the fact and the Board appoints an Impartial Hearing Officer who hears the appeal and makes a final recommendation to the Board.

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education authorize the individuals appearing on the updated state approved list of impartial hearing officers, which appears on the New York State Education Department's website, be appointed Hearing Officers for the Sachem Central School District, and that cases to be heard be assigned to any one of these officials."

**9.22. Appointment of Section 504 Coordinator for the 2018-19 School Year**

Section 504 of the Rehabilitation Act of 1973 forbids discrimination on the basis of handicap and requires school districts to appoint a Section 504 Coordinator.

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools and in compliance with Federal and State Laws, the Board of Education appoint Susan Tuttle to serve as the District's Section 504 Coordinator, and that Gina Conrad, Gelean Demmers-Horan, Jennifer Gould, Dr.

Steven Hartman, Barbara Raptis, Elizabeth Tucci and all District social workers, be appointed Alternate Section 504 Coordinators for the 2018-19 school year.

**9.23. Appointment of DAC Coordinators**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education appoint the following building-level DAC (Dignity Act Coordinator) Coordinators for the 2018-19 school year:"

Cayuga Elementary School	Matthew Wells
Chippewa Elementary School	Patricia Aubrey
Grundy Elementary School	Laura Amato
Hiawatha Elementary School	Kathleen O'Farrell
Lynwood Elementary School	Danielle DeLorenzo
Merrimac Elementary School	Veronica DeCicco
Nokomis Elementary School	Denise Kleinman
Tamarac Elementary School	Michael Saidens
Waverly Elementary School	John Ruggero
Wenonah Elementary School	Christine DiPaola
Sagamore Middle School	Frank Panasci
Samoset Middle School	James Horan
Seneca Middle School	Gemma Salvia
Sachem High School East	Lou Antonetti
Sachem High School North	Patricia Trombetta

FURTHER, that the Board of Education appoint Anthony Mauro as district-level DAC for the 2018-19, with Erin Hynes as alternate.

**X. PROCEED TO REGULAR MEETING**