

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

July 11, 2018

7:30 PM

Board of Education Room

The Board of Education welcomes all who are attending this meeting.

I. OPENING OF MEETING

- 1. Roll Call**
- 2. Call to Order**
- 3. Salute to the Flag**
- 4. Moment of Silence**
- 5. WE ARE SACHEM – Pride/Presentations**
 - Superintendent’s Report
- 6. Approval of Minutes**

1.6.1. Approval of Minutes

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

June 4, 2018	Executive Session Only
June 6, 2018	Regular Meeting
June 20, 2018	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. BUSINESS ITEMS

A. Bid Awards

3.A.1. Bid Award #1

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 18-415 District-Wide Repair of Running Tracks	Approve
b. B 17-416 Artificial Turf Maintenance (Field Grooming & Maintenance Services)	Approve
c. B 18-551 Pumps & Electric Motors – Purchase, Repair, Service & Parts	Reject
d. B 18-410 District-Wide Preventative Maintenance, Annual Inspection, Service & Repair of Weight/Cardio/Fitness Equipment	Reject
e. B 16-226 Epson Large Format Printers – Purchase, Maintenance, Parts & Supplies	Approve
f. B 18-132 Sheet Music & Music Classroom Materials	Approve

3.A.2. Bid Award #2

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 18-404A Athletic Team Uniforms – Supplemental	Approve

PERSONNEL ITEMS

IV. CONSENT AGENDA FOR PERSONNEL ITEMS 4.A.1. THROUGH 4.A.20.

A. Teachers

4.A.1. Termination of Teaching Personnel

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the termination of teaching personnel as follows”:

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Dates</u>
Conklin, Lisa	Special Education	Tamarac	6/8/18

4.A.2. Leaves of Absence of Teaching Personnel

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

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Dates</u>
Troy, Allison	Psychologist	Nokomis	Child Care Leave	9/1/18- 1/28/19

4.A.3. Probationary Appointments of Teaching Personnel

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

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Fay, Anne	Special Education	Sachem North	1-4	7/2/18

Employees who fall under the APPR requirement must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of his or her probationary appointment to be granted or considered for tenure

4.A.4. Part-Time Teacher Appointments

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education rescind the part-time teacher appointments as follows”:

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Gibbons, Laura	Speech	Merrimac	1-4	9/4/18-6/30/19

4.A.5. 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>
Dayton, Sarah	Special Education	Waverly	1-4	9/4/18-6/30/22
Gibbons, Laura	Speech	Merrimac	1-4	9/4/18-2/06/22
Powers, Chelsea	Hearing Impaired	TBD	2-4	9/4/18-6/30/22

Employees who fall under the APPR requirement must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of his or her probationary appointment to be granted or considered for tenure

4.A.6. Leave Replacements Appointments of Teaching Personnel

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the leave replacement appointments of teaching personnel as follows”:

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
China Lecarreux	Elementary	TBD	10-9	9/4/18-6/30/19

4.A.7. Appointment of Evening High School Teaching Personnel

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of Evening High School Teachers for the 2018-19 school year as follows”:

<u>Name</u>	<u>School</u>
Dan Egbert	Science
Sean O’Hara	Science

4.A.8. 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>
Gibbons, Laura	6/30/18
Parisi, Renee	6/30/18

4.A.9. Rescind Extracurricular Clubs/Activities for the 2017-18 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education rescind the following extracurricular clubs/activities for the 2017-18 school year":

<u>Name</u>	<u>Building/Activity</u>	<u>Amount</u>
Tina Evan	Lynwood Advisor/LEGO Jr. Club	\$856.50
Devon Lampasona	Lynwood Advisor/LEGO Jr. Club	\$856.50

4.A.10. Approval of Extracurricular Clubs/Activities for the 2017-2018 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following extracurricular clubs/activities for the 2017-2018 school year":

<u>Name</u>	<u>Building/Activity</u>	<u>Amount</u>
Tina Evan	Lynwood Advisor/LEGO Jr. Club	\$642.38
Devon Lampasona	Lynwood Advisor/LEGO Jr. Club	\$642.38

4.A.11. Appointment of Department Chairpersons for the 2018-19 School Year

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of the department chairpersons for the 2018-19 school year as follows”:

<u>Department</u>	<u>Location</u>	<u>Name</u>
Special Education	East	David Cruz
Science	North	John O’Neill

4.A.12. Approval of Coaching Assignments

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following coaching assignments for the 2018-19 school year":

HOME SCHOOL	FIRST	LAST	LOC	SPORT	SALARY
<u>FALL</u>					
North	Kelly	Hansen	North	Girls Volleyball Varsity Head	\$8,562.00
North	Tom	Pandolf	East	Football Varsity Asst.	\$9,920.00

*Contractual Stipend Only

4.A.13. Appointment of Principal Aides for the 2018-19 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of the following principal aides for the 2018-19 school year as follows":

<u>Name</u>	<u>School</u>
Jennifer Sansivero	Merrimac

4.A.14. Rescission of Staff 2018 Extended School Year Program

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education rescind the following staff for the 2018 Extended School Year Program."

Name	Summer Position
D’Orazio, Gina	Teacher Assistant
Doti, Alanna	Teacher Assistant
Kelly, Wanda	Teacher Assistant
Sieger, Lori	Teacher Assistant
Trepiccione, Kaitlyn	Teacher Assistant

4.A.15. Appointment of Staff 2018 Extended School Year Program

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following appointments of staff 2018 Extended School Year Program."

Name	Sachem Building	Summer Hourly Rate	Summer Position
Alaimo, Josephine	Out-of-District	\$12.10	Aide

Ferraro Capito, Danielle	Grundy	\$15.93	Aide
Caldwell, Sondra	Seneca	\$15.93	Aide
Cordi, Christina	Out-of-District	\$19.58	Teacher Assistant
Davis, Emma	Out-of-District	n/a	Volunteer
DeSpuches, Lorraine	Chippewa	\$11.00	Substitute Aide
O'Reilly, Kevin	Out-of-District	n/a	Volunteer
Powers, Chelsea	Merrimac	\$50.42	Hearing Impaired-Teacher
Russo, Sixta	Districtwide	\$11.00	Substitute Aide
Saladino, Stacey	Districtwide	\$50.42	Substitute Nurse
Sikorski, Ela	Lynwood	\$28.03*	Cook

*Hourly rate adjusted

4.A.16. Rescission of Summer 2018 Special Education Personnel

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education rescind the following personnel and rate of compensation for the Summer of 2018."

Home Teaching (hourly rate)

Tony Santo (vision services - maximum 6 hours)

Attend CPSE/CSE Meetings (hourly rate)

Tony Santo

4.A.17. Approval of Summer 2018 Special Education Personnel

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following personnel and rate of compensation for the Summer of 2018."

Home Teaching (hourly rate)

- Keith Auriemma (maximum 18 hours)
- John Castagna (maximum 50 hours)
- Frank DeMeo (maximum 40 hours)
- Nancy McCormick (maximum 15 hours)
- Theodore Nardolillo (maximum 36 hours)
- Desiree Serra (maximum 36 hours)
- Joseph Zarzycki (maximum 18 hours)

Home Teaching (\$50.42/hour)

Tony Santo (vision services - maximum 6 hours)

Attend CSE Meetings (hourly rate)

Christina Fritz Psychologist
 Donna Sherwood special education teacher
 Dina Graham general education teacher

Attend CPSE/CSE Meetings (\$50.42/hour)

Tony Santo

4.A.18. Department Chairpersons Summer Hours Allowance 2018-2019

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the Summer Hours allowed to be worked by Department Chairpeople, not to exceed the amount of days listed below”:

<i>Chairperson</i>	<i>Summer 2018 Allowance</i>	<i>Building</i>
<i>Rescind</i>		
SOC.STUDIES		
Bowman, Pamela (Seneca)	5 Days	Seneca
<i>Approve</i>		
SOC. STUDIES		
Surdi, Christina (Seneca)	5 days	Seneca

4.A.19. Approval of Resolution of Special Education Services During the Summer of 2018

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

The Superintendent of Schools recommends the appointment of Chelsea Powers to provide Hearing Impaired special education services during the summer of 2018 for a maximum of 10 - 30 minute sessions for a total of 5 hours at a rate of \$26.54 not to exceed \$265.40.

4.A.20. Approval of Curriculum Writing Staff 2018-19

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following staff for Curriculum Writing and Facilitator for the 2018-19”:

Technology: (Not to exceed 10 days total @ 6 hrs/day)

Facilitator: Keith Connelly (1day)
 Staff: Greg Cappellini (3 days), Steve Beyer (3 days), Michael Lundstrom (3 days)

Science: (not to exceed 3 days each at 6 hours each day)
 Chairs at 1 day each - Colleen Plantier, Laura Marek, Susan Marrone, Jill Firmbach
 Evolution Curriculum - Monica Marlowe, Michael Coffey, Dan Egbert, Jamilee Jones (Not to exceed 3 days each)
 Natural Disaster - Aimee Blumberg, Erin Frohnhoefer, Jason Toto, Caitlin Thompson (Not to exceed 3 days each)

CONSENT AGENDA FOR PESONNEL ITEMS 4.B.1. THROUGH 4.B.7.

B. Support Staff

4.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 & Assignment</u>	<u>Service Ends</u>
Cassino, Danielle	Recreation Aide/Child Care	6/30/18
Dunlop, Rosalina	6 hr. FSW/Seneca	8/29/18
Gundlach, Keri	Office Aide/D.O. Samoset	6/15/18
Hornak, Karen	Recreation Aide/Asst. Group Leader	6/22/18
Kolb, Sandra	Recreation Aide/Child Care	6/30/18
Kristopher, Terry	Campus Security/District Wide	6/30/18
Macvicar, Amanda	Recreation Aide/Child Care	6/30/18
Marston, Marjorie	SESY Individual Nurse	7/11/18
Mullen, Colleen	4 Hr. FSW/Samoset	8/29/18
Radakovic, Stephanie	Recreation Aide/Child Care	6/30/18
Stapleton, Vivian	Recreation Aide/Child Care	6/30/18
Werlick, Corrine	Recreation Aide/Child Care	6/30/18

4.B.2. Retirement 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 retirement of support services personnel (all Civil Service classifications) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Retirement Date</u>
Enlund, Kenneth	Custodian / North	7/20/18 15yrs.
Lopez, Elizabeth	Special Ed Aide/ North	7/1/18 10yrs., 4mos.

4.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>Athletic Trainer</u>	
Lewis, Adam	6/30/18
<u>Custodian</u>	
Alaia, Ralph	7/12/18

4.B.4. Probationary Appointments of Support Services Personnel (Competitive)

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

<u>Name</u>	<u>Position & Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Gundlach, Keri	Clerk Typist/Personnel	\$48,807	7/16/18	26 weeks 7/16/18-1/14/19
Wright, Donna	School Comm. Aide/D.O. Samoset Annex	\$23,962.38	8/21/18	26 weeks 8/21/18-2/19/19

4.B.5. 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>
Dunlop, Rosalina	Cook/Manager/ Wenonah	\$37,092	8/30/18	None*
Gerardi, Dominick	Auto mechanic III/Transportation	\$69,143	TBD	90 days TBD
Mullen, Colleen	6 Hr. FSW/Samoset	\$18.54/hr.	8/30/18	90 days 8/30/18- 11/27/18

* Previously held Civil Service title

4.B.6. 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>Clerical</u>	
Baumann, Michelle	7/12/18
<u>Custodian</u>	
Wieland, Kevin	7/16/18
<u>Security Guard</u>	
Terry, Kristopher	7/1/18
<u>Recreation Aide</u>	
MacVicar, Amanda	7/1/18
Radakovic, Stephanie	7/1/18
Stapleton, Vivian	7/1/18

4.B.7. Amendment of Security Supervisor

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education amend the appointment of the following employee as a Security Supervisor at Sachem High School East effective August 23, 2017. This individual shall be compensated as per the UPSEU-SSSU CBA":

Sadecki, Michael

C. Administrator**4.C.1. Approval of SSA (Sachem Supervisors' Association) Side Letter Agreement**

BE IT RESOLVED: "that, the Board of Education hereby authorizes the Superintendent to execute a memorandum of agreement with the Sachem Supervisors' Association regarding the payment for accrued unused vacation days to Association members who retire during the term of the 2015-2021 Collective Bargaining Agreement.

V. ACTION ITEMS**1. Consent Agenda for Action Items 5.1.1. through 5.1.20.****5.1.1. Board of Education State Mandated Training**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the registration of new Board of Education Trustee Meredith Volpe to participate in the state mandated NYSSBA Fiscal Oversight Training and Essentials of School Governance classes. Online registration fee for both courses is \$240.00.

5.1.2. Approval of Agreement with Misty Mountain Video 2018-19

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Misty Mountain Video and Sachem Central School District for videotaping services for the following:

Ten (10) games for football/lacrosse
Eight (8) games for basketball
Additional videotaping of games as needed.

The rate for this service is \$117.52 per game. This agreement shall be in effect for the period July 1, 2018 to June 30, 2019. This contract has been reviewed and approved by the school district's attorney."

5.1.3. Approval of Summer Transportation Extension of Contract 2018

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the State Education Department Summer Transportation Extension of Transportation Contract between Sachem Central School District and Towne Bus, LLC for the period of service commencing July 1, 2018 and ending August 31, 2018. The total anticipated annual cost is \$247,500.00.”

5.1.4. Approval of Renewal of Agreement with Jones Lang Lasalle Brokerage Inc. 2018-19

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the renewal of the agreement between Sachem Central School District and Jones Lang Lasalle Brokerage Inc. to provide real estate broker services. The school district agrees to pay the fees as listed in Appendix “A” of the agreement. This agreement shall be in effect for the period July 1, 2018 to June 30, 2019. This agreement has been reviewed and approved by the school district’s attorney.”

5.1.5. Rescind Approval of Ace American Insurance Co. - Storage Tank Liability Insurance

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education rescinds approval of ACE American Insurance Co. through Arthur J. Gallagher & Co. for storage tank liability insurance. This insurance will cover all underground and above ground storage tanks district wide. The premium cost for July 1, 2018 through June 30, 2019 is \$14,197.”

5.1.6. Approval of Ace American Insurance Co. - Storage Tank Liability Insurance

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves ACE American Insurance Co. through Arthur J. Gallagher & Co. for storage tank liability insurance. This insurance will cover all underground and above ground storage tanks district wide. The premium cost for July 1, 2018 through June 30, 2019 is \$16,652.”

5.1.7. Approval of Agreement with Healthsure 2018-19

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Healthsure to schedule and provide examinations of students and other cases brought to the physician’s attention. In full consideration for the services to be rendered, the District agrees to pay the following rates:

SERVICE	RATE
Student Physicals/Student Sports Physicals	\$10.00 per examination
Department of Labor Work Certificates (working papers)	\$11.00 per certificate
CSE Examinations	\$45.00 per examination
Transportation DOT Physicals	\$125.00 per examination
Employment Certificates (basic physical)	\$22.00 per examination
Authorized Adult Physicals (includes blood/urine testing)	\$22.00 per examination
Transportation 19A Physicals	\$70.00 per examination

This agreement shall be in effect for the period July 1, 2018 to June 30, 2019. This contract has been reviewed and approved by the school district’s attorney.”

5.1.8. Approval of Agreement with Annmarie Badagliacca, PA 2018-19

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Annmarie Badagliacca, PA to schedule and provide examinations of students and other cases brought to the physician assistant’s attention. In full consideration for the services to be rendered, the District agrees to pay the following rates:

SERVICE	RATE
Student Physicals/Student Sports Physicals	\$10.00 per examination
Department of Labor Work Certificates (working papers)	\$11.00 per certificate
CSE Meeting Attendance	\$120.00 per person
CSE Examinations	\$45.00 per examination
Transportation DOT Physicals	\$125.00 per examination
Employment Certificates (basic physical)	\$22.00 per examination
Authorized Adult Physicals (includes blood/urine testing)	\$22.00 per examination
Transportation 19A Physicals	\$70.00 per examination

This agreement shall be in effect for the period July 1, 2018 to June 30, 2019. This contract has been reviewed and approved by the school district’s attorney.”

5.1.9. Approval of Agreement with Jack Nussbaum, MD 2018-19

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Jack Nussbaum, M.D. to serve as Chief Medical Officer. The District agrees to pay the following rates:

SERVICE	RATE
CSE Physical Examinations	\$45.00 per examination
CSE Meeting Attendance	\$120.00 per meeting
Chief Medical Officer	\$150.00 per hour

This agreement shall be in effect for the period July 1, 2018 to June 30, 2019. This contract has been reviewed and approved by the school district’s attorney.”

5.1.10. Approval of Agreement with Ronkonkoma Family Medicine 2018-19

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Ronkonkoma Family Medicine to schedule and provide examinations of students, teachers, non-instructional personnel and other cases brought to the physician’s attention. The District agrees to pay the following rates:

SERVICE	RATE
Student Physicals	\$10.00 per examination
Authorized Adult Physicals	\$22.00 per examination
Employment Certificates	\$12.00 per examination
Department of Labor Work Certificates	\$11.00 per examination

This agreement shall be in effect for the period July 1, 2018 to June 30, 2019. This contract has been reviewed and approved by the school district’s attorney.”

5.1.11. Approval of Agreement with Anderson Center for Autism 2018-19

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Anderson Center for Autism to provide adequate instruction, related services and/or a facility to students enrolled during the school year. Sachem CSD will pay Anderson Center for Autism, for each child, the tuition rate set by the State Education Department. The term of this agreement shall be from July 1, 2018 to June 30, 2019. This contract has been reviewed and approved by the school district’s attorney.”

5.1.12. Approval of Agreement with Metro Therapy, Inc. for Academic Tutoring 2018-19

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

<u>Service</u>	<u>Rate</u>
All Services (except Resource Room)	\$50.00 per 30 minute session
Resource Room/Consultant Teachers:	
Individual Session	\$45.00 per 30 minute session
Group of two (per child)	\$35.00 per 30 minute session
Group of 3-5 (per child)	\$30.00 per 30 minute session
Home Instruction (special education/resource room)	\$100.00 per hour
Home Tutoring	\$70.00 per hour

This agreement shall be in effect for the period July 1, 2018 to June 30, 2019. This contract has been reviewed and approved by the school district’s attorney.”

5.1.13. Approval of Agreement with Metro Therapy, Inc. 2018-19

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Metro Therapy, Inc. to provide related services and translation services during the school year for those children covered by the terms of the agreement. The school district agrees to pay the rates set forth in Appendix “A”. This agreement shall be in effect for the period July 1, 2018 to June 30, 2019. This contract has been reviewed and approved by the school district’s attorney.”

5.1.14. Approval of Agreement with Bilinguals, Inc. D/B/A Achieve Beyond 2018-19

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Bilinguals, Inc., d/b/a Achieve Beyond to provide the following services, consisting of, but not limited to the following:

- Occupational Therapy
- Speech/Language Therapy
- Translation Services
- Evaluations
- ABA Services

The school district shall pay the rates as set forth in the agreement. The term of this agreement shall be from July 1, 2018 to June 30, 2019. This contract has been reviewed and approved by the school district’s attorney.”

5.1.14. Approval of Agreement with Bavada Home Health Care 2018-19

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Bayada Home Health Care to provide skilled nursing services on an as-needed and as-requested basis. The cost is

\$55.00 per hour for R.N. services, and \$53.00 per hour for L.P.N. services. This agreement shall be in effect for the period July 1, 2018 to June 30, 2019. This contract has been reviewed and approved by the school district's attorney."

5.1.15. Approval of Instructional Service Agreement for the Extended School Year Program 2018

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Hauppauge Union Free School District, Patchogue-Medford School District and Rocky Point Union Free School District for Extended School Year Program to students who reside outside the Sachem CSD and would like to attend Sachem Special Education Summer School at Wenonah Elementary School. The cost for the Instructional program is based on SED/OMS Certified 2018-2019 Tuition Rate per student and for related services the cost is based on SED/OMS 2018-2019 Regional Weighted Average per diem rate for 1:1 Aide (as per student's IEP). These agreements shall be in effect for the period July 1, 2018 to August 30, 2018. These agreements have been reviewed and approved by the school district's attorney."

5.1.16. Approval of Special Education Services Agreement with Eastport South Manor Central School District 2018-19

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. The tuition amount may be calculated as either the 2018-2019 New York State Nonresident Tuition Rate or based upon the actual cost of special education services, including related services, less applicable State Aid claimed by Eastport South Manor CSD. The term of this agreement shall be from July 1, 2018 through June 30, 2019. This agreement has been reviewed and approved by the school district's attorney."

5.1.17. Approval of Special Education Services Agreement with Three Village Central School District for the Extended School Year Program 2018

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Three Village Central School District for four students placed in its Extended School Year program for the 2018 summer. Three Village CSD will receive the 2018-19 New York State Nonresident Tuition Rate. As outlined in all of the student's 2018-19 IEPs, the addition of one (1:1) Individual Teaching Assistant at the rate of \$3,781.02 will also be charged. The term of this agreement shall be from July 2, 2018 through

August 10, 2018. This agreement has been reviewed and approved by the school district's attorney."

5.1.18. Approval of Agreement with the Charlton School/Ketchum-Grande Memorial School 2018-19

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and The Charlton School/Ketchum-Grande Memorial School to provide instructional services and special education and related services, as set forth in each student's IEP, to those student's referred by the District in writing. Sachem CSD will pay the tuition rate established by the Commissioner of Education, and the maintenance rate established by the Commissioner of Social Services. The term of this agreement shall be from July 1, 2018 to June 30, 2019. This agreement has been reviewed and approved by the school district's attorney."

5.1.19. Approval of Health and Welfare Services Agreement with Mineola Union Free School District 2017-18

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Mineola Union Free School District to provide health and welfare services to students who reside in Sachem CSD attending non-public schools in Mineola UFS. The rate for this service is \$826.00 per eligible student. The term of this agreement shall be from July 1, 2017 through June 30, 2018. This agreement has been reviewed and approved by the school district's attorney."

5.1.20. Approval of State Education Department Forms for 2018-19 Capital Improvement Program

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education authorize John A. Grillo, Architect, to submit the following forms to the State Education Department:

- Application for Examination and Approval of Final Plans and Specification
- SGIS State Smart Growth Public Infrastructure Impact Statement
- Scope of Proposed Project

These forms are for the voter approved 2018-19 Capital Improvement Projects for Sachem North High School Waverly Avenue Elementary School and Transportation Office Bus Garage."

CONSENT AGENDA FOR ITEMS 5.2.1. THROUGH 5.2.3.**2. Donations****5.2.1. Donation - Grundy Avenue Elementary School PTA**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, a donation from the Grundy Avenue Elementary School PTA in the amount of \$2,000. This donation is for the purchase of STEAM supplies.”

5.2.2. Donation - Girl Scout Troop 638

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, a donation of an approximately 20’ x 20’ Gaga Ball Pit from Amanda Purga and Cheyenne Lerman of Girl Scout Troop 638, for the playground at Hiawatha Elementary School. The value of this donation is approximately \$750.”

5.2.3. Donation - Chippewa Elementary School PTA

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, a donation from the Chippewa Elementary School PTA in the amount of \$338.13. This donation is for the BOCES Performing Arts Code A2111-4971-30.”

3. Policy Review**5.3.1. Policy Review - First Reading - No Action Required**

Policy 8505 Charging School Meals SED Compliant Plan
Policy 8520 Free and Reduced Price Food Services

4. Recommendations from the Committee on Special Education**5.4.1. 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”:

6/21, 6/27, 6/28, 7/2, 7/3, 7/11

VI. MONTHLY REPORTS**A. Determinations from the Committee on Preschool Special Education**

6.A.1. Determinations from the Committee on Preschool Special Education

The determinations from the Committee on Preschool Special Education for the following dates are on file in the office of the District Clerk:

7/10, 7/11

B. Board of Education Sub Committees

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

C. 2018-19 Updates to the Board**D. 2018-19 Board Goals*****Goal #1 - Provide Safe and Secure Schools***

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

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

Actions Items

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

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

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

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

Actions

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

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

Goal #3 - Improve Parent, Community and Staff Communication

Cultivate community relationships and engagement by enhancing communication.

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

Actions

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

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

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

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

Actions

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

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

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

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

Actions

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

Goal #6 - We Are Sachem

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

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

Actions

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

VII. PRESENTATION/DISCUSSIONS

VIII. CLOSING

A. Visitors (Each visitor will be limited to 3 minutes)

Upon the recommendation of Superintendent of Schools, the Board of Education may hear from members of the audience who wish to present any matters of importance.

B. Board of Education Discussion of Future Agenda Items

Any member of the Board of Education wishing to propose a future agenda item present a motion to the Board of Education for consideration.

C. Next Meeting

The next Regular meeting of the Board of Education will be held on August 1, 2018 at 7:30 PM in the Board Room at Samoset Middle School.

IX. EXECUTIVE SESSION

After a ten minute break, the Board of Education will adjourn to discuss personnel, negotiations, and litigation in Executive Session. There will be no items requiring a vote.

X. ADJOURN

SACHEM CSD

POLICY FOR 1ST READING

July 11, 2018

SACHEM CENTRAL SCHOOL DISTRICT

CHARGING SCHOOL MEALS

POLICY 8505

The Board of Education operates and maintains a point of sale system for the purpose of providing parents/guardians of students enrolled in the School District with the ability to fund school meals. The School District's point of sale system allows for automatic replenishment when a balance reaches a certain amount set by the parent/guardian of the student. The School District will encourage parents/guardians of students in the School District to avail themselves of this option. Funds remaining in a student's school meal account at the end of a school year will be carried over to the next school year. When a student ceases attendance in the School District and/or graduates from the School District, the School District refund any funds remaining in the student's account to the parent/guardian. Parents/guardians may request that said remaining funds be transferred to one of their other children who remain enrolled in the School District. Unclaimed funds remaining after ninety (90) days shall be retained in the school meal account.

The Board of Education recognizes that on occasion, students may not have sufficient funds for a meal. To ensure that students do not go hungry, but also to promote responsible student behavior and minimize the fiscal burden to the School District, the Board of Education will allow students whose accounts do not have sufficient funds available for a meal to "charge" the cost of meals to be paid back at a later date subject to the terms in this policy. The School District shall not charge any interest or fees in connection with any meals charged. Nothing in this policy is intended to allow for the unlimited accrual of debt.

Students whose parents or guardians have unpaid school meal fees shall not be shamed or treated differently than a student whose parent or guardian does not have unpaid school meal fees. To that end, the School District shall provide each student with the student's meal of choice for that school day of the reimbursable meal choices, if the student requests one, regardless of unpaid school meal fees. A student's parent or guardian may provide written permission to the School District to withhold a meal in the event of unpaid meal charges in excess of those permitted herein.

As part of its efforts to decrease student distress or embarrassment connected with unpaid meal charges, the School District shall not:

- a. publicly identify or stigmatize a student who cannot pay for a meal or who owes a meal debt by any means including, but not limited to, requiring that a student wear a wristband or hand stamp;
- b. require a student who cannot pay for a meal or who owes a meal debt to do chores or other work to pay for meals;
- c. require that a student throw away a meal after it has been served because of the student's inability to pay for the meal or because money is owed for earlier meals;
- d. take any action directed at a pupil to collect unpaid school meal fees. A school or school district may attempt to collect unpaid school meal fees from a parent or guardian, but shall not use a debt collector; or
- e. discuss any outstanding meal debt in the presence of other students.

SACHEM CENTRAL SCHOOL DISTRICT

CHARGING SCHOOL MEALS

POLICY 8505

To comply with State guidelines, maintain a system for accounting for charged meals, regarding both full and reduced-price meals, and to establish a procedure for handling unpaid meal charges, the School District shall:

1. allow only regular reimbursable meals to be charged, excluding extras, a la carte items and snacks;
2. all charges not paid before the end of the school year will be carried forward into the next school year
3. limit the number of charges to five (5) outstanding charges per student;
4. use a computer-generated point of sale system, which identifies and records all meals as well as collects repayments.
5. notify parents on a timely basis of outstanding charges by the automated telephone or electronic system or by mail
6. provide parents with an opportunity to establish a repayment schedule for outstanding meal charges.
7. determine eligibility for free or reduced-price meals when a student owes money for five or more meals. The School District shall:
 - a. make every attempt to determine if a student is directly certified to be eligible for free meals;
 - b. make at least two attempts, not including the application or instructions included in a school enrollment packet, to reach the student's parent or guardian and have the parent or guardian fill out a meal application; and
 - c. contact the parent or guardian to offer assistance with a meal application, determine if there are other issues within the household that have caused the child to have insufficient funds to purchase a school meal and offer any other assistance that is appropriate

Charged meals must be counted and claimed for reimbursement on the day that the student charged (received) the meal, not the day the charge is paid back. When charges are paid, these monies are not to be considered "a la carte" transactions, as a section on the daily cash report or deposit summary reads "charges paid." Students shall not be denied a reimbursable meal even if they have accrued a negative balance from other cafeteria purchases.

Families may apply for free-reduced price meals at any time during the school year. The School District's administration will discretely notify parent/guardians of students who regularly have insufficient funds in their school meal accounts of the application process for free and/or reduced price meals. Information concerning the availability of free and reduced price meals will be provided to the parents/guardians of all students enrolled in the School District prior to the start of the school year. Parents/guardians will be advised that the application for free-reduced price meals is available on the School District's website and at all schools in the School District. The Application for Free and Reduced Price School Meals/Milk can be accessed by clicking [here](#). If the School District becomes aware that a student who has not submitted a meal application is eligible for free or reduced-fee meals, the school or School District shall

SACHEM CENTRAL SCHOOL DISTRICT

CHARGING SCHOOL MEALS

POLICY 8505

complete and file an application for the student pursuant to determining eligibility for free and reduced price meals and free milk in schools.

The School District shall provide a free, printed meal application in every school enrollment packet, or if the school or school district chooses to use an electronic meal application, provide in school enrollment packets an explanation of the electronic meal application process and instructions for how parents or guardians may request a paper application at no cost. In addition, the School District will send a letter home to all parents/guardians on an annual basis prior to the opening day of school and, in the case of transfer students at the time of transfer, outlining the requirements of this policy. The policy shall also be published in appropriate school and School District publications.

The school homeless liaisons shall coordinate with the nutrition department to make sure that homeless, foster, and migrant students receive free school meals, in accordance with federal law.

The School District will provide training to staff concerning the procedures to be utilized in the event a student's unpaid meal charges exceed five (5) outstanding charges and the manner in which affected parents/guardians will be provided with assistance in establishing eligibility for free or reduced-price meals.

Staff

Staff members are allowed to purchase food from the School District's food services. However, all purchases must be on a cash basis. Staff members will not be allowed to charge meals to be repaid later.

Cross-ref: 5405 Student Wellness
8520 Free and Reduced Price Food Services

Ref: 42 USC §1779 (Child Nutrition Act of 1966)
42 USC §§1758(f)(1); 1766(a) (National School Lunch Act)
2 CFR 200.426
7 CFR 210.9, 210.12, 210.19, 220.13, 245.5
Public Law 111-296, §143
New York Education Law §908

SACHEM CENTRAL SCHOOL DISTRICT

FREE AND REDUCED PRICE FOOD SERVICES

POLICY 8520

The Board of Education recognizes that the nutrition of School District students is an important factor in their educational progress. The Board of Education therefore shall participate in federally funded school food and milk programs as feasible, and shall provide free or reduced price food and milk services to qualified School District students. All financial records of these programs will be kept in a separate account. The Board of Education authorizes the school lunch manager to make applications as desired for government food commodities and subsidies and as to receive such food on behalf of the School District.

The Superintendent of Schools will establish regulations that conform with requirements for participation in programs for free and reduced price meals and supplementary food.

Availability, Application & Notification:

Notice of the availability of the free and reduced price meal programs will be provided to parents/guardians of students in the School District, local media, the local unemployment office and large employers experiencing layoffs in the area from which the School District draws its attendance. Any child who is a member of a family unit whose income is below the federally established scale shall be eligible to receive such services.

To apply for the free or reduced meal program:

- a. Application forms will be available on the School District's website and can be completed and submitted at any time during the year. Information will be provided to parents/guardians of all students prior to the start of each school year and upon enrollment in the District. Such information will include a plain summary explanation of the electronic meal application process and instructions for how parents or guardians may request a paper application at no cost.
- b. Completed forms must be submitted to the Child Nutrition Office of the school which the student attends prior to any determination of eligibility.
- c. The parent or guardian will be informed of the determination by the Child Nutrition Office within one (1) week of receiving a properly completed application.
- d. If a school or school district becomes aware that a student who has not submitted a meal application is eligible for free or reduced-fee meals, the school or school district shall complete and file an application for the student pursuant to determining eligibility for free and reduced price meals and free milk in schools.
- e. The School District's homeless liaison(s) shall coordinate with the nutrition department to make sure that homeless, foster, and migrant students receive free school meals, in accordance with federal law.

SACHEM CENTRAL SCHOOL DISTRICT

FREE AND REDUCED PRICE FOOD SERVICES

POLICY 8520

In the event a student owes money for five or more meals in accordance with the School District's Charging School Meals Policy, the School District shall:

- a. make every attempt to determine if a student is directly certified to be eligible for free meals;
- b. make at least two attempts, not including the application or instructions included in a school enrollment packet, to reach the student's parent or guardian and have the parent or guardian fill out a meal application; and
- c. require a school or school district to contact the parent or guardian to offer assistance with a meal application, determine if there are other issues within the household that have caused the child to have insufficient funds to purchase a school meal and offer any other assistance that is appropriate.

Applications will be kept confidential.

Upon written request, the Superintendent of Schools or the Board of Education will hear appeals of determinations regarding such services in compliance with federal regulations governing the National School Lunch Program.

In addition, in order to reach students who are eligible for free and reduced price meals and to comply with state law, three times per school year the School Lunch Manager will review the list made available by the State Education Department of children ages three (3) to eighteen (18) who are in households receiving federal food assistance or Temporary Assistance for Needy Families (TANF) to identify students within the School District. The School District will send a notice to those families apprising them of their student's eligibility to participate in the school meal programs without further application. Parents may decline participation by informing the School District in writing. If the service is declined, the student will be removed from the eligibility list.

Children in Head Start, or who have been determined to be homeless, migrant or runaway, or in foster care can be directly certified to participate in the School District free and reduced price meal program. The Superintendent of Schools or his/her designee will develop implementing regulations.

The Building Principal, in conjunction with the School Lunch Manager, will establish meal time procedures that both protect the anonymity of the student and allow for proper accounting.

Cross-ref: 5405 Wellness Policy
8505 Charging School Meals

SACHEM CENTRAL SCHOOL DISTRICT

FREE AND REDUCED PRICE FOOD SERVICES

POLICY 8520

Ref: National School Lunch Act of 1946, as amended, (42 U.S.C. §§1751-1760)
Child Nutrition Act of 1966, as amended, (42 USC §§1771 et seq.)
7 CFR Part 245 et seq.
Social Services Law §95(7)