

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

January 9, 2019

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
- * Tri-State Overview

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.

BUSINESS ITEMS

III. CONSENT AGENDA FOR BUSINESS ITEMS 3.A.1. THROUGH 3.B.2.

A. Bid Awards

3.A.1. Bid Award

Certain supplies, materials, and equipment to be used in various school units have been advertised for bid and/or requests for proposal (RFP) in accordance with Section 103 of General Municipal Law. Bids/RFP's are utilized to establish firm prices for a variety of items/services that may be required by the District during the school year. There is no guarantee that the District will require any/all of the items requested on bids/RFP's. Actual usage will be on an "as needed" basis and may vary. Bids/RFPs have been evaluated by the staff and recommendations for action are ready to be made.

The bid/RFP awards presented for action are:

<u>RFP/Bid Number & Title</u>	<u>Action Required</u>
<p>a. OMNIA Partners/US Communities National Cooperative Contract #2017000280 Automotive Parts and Accessories and Related Products and Services</p>	<p>Approve</p>
<p>b. OMNIA Partners/National IPA/TCPN National Cooperative Contract # 14-21 Maintenance, Repair and Operations (MRO) Supplies & Related Services – WESCO Contract</p>	<p>Approve</p>

B. Treasurers Report

3.B.1. Treasurer's Report

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the monthly Cash Reconciliation Report as of November 30, 2018 for each fund as submitted by the District Treasurer, Cynthia Carvajal.

FURTHER, that the Board of Education approve the monthly Budget Status Report as of November 30, 2018 as submitted by the District Treasurer, Cynthia Carvajal.”

Treasurer’s Report

Revenues

Expenditures

Balance Sheets (as of November 30, 2018)

3.B.2. Claims Audit Report - November 2018

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Claims Audit Report as of November 30, 2018 as submitted by Cerini & Associates, LLP.”

PERSONNEL ITEMS**IV. CONSENT AGENDA FOR PERSONNEL ITEMS 4.A.1. THROUGH 4.D.7.****A. Teachers****4.A.1. Salary Changes for Teaching Personnel**

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

<u>Name</u>	<u>School</u>	<u>Date of Change</u>	<u>From Step</u>	<u>To Step</u>	<u>Salary Difference</u>
Amy, Megan	Samoset	2/1/19	5-7	5-8	\$1,287.00
Auletta, Patricia	North	2/1/19	21-9	25-10	\$3,990.50
Bhalla, Jaime	North	2/1/19	12-6	12-7	\$1,416.00
Berthold, Elizabeth	North	2/1/19	3-5	3-6	\$1,287.50
Carey, Siobhan	East	2/1/19	9-5	9-6	\$1,416.00
Coffey, Alexia	North	2/1/19	14-7	14-8	\$1,416.00
Costantino, Nancy	Nokomis	2/1/19	1-4	1-5	\$1,287.50
Costantino, Nancy	Nokomis	2/1/19	1-5	1-6	\$1,287.00*
Daquino, Kathryn	North	2/1/19	10-5	10-6	\$1,416.00
Delaveris, Stefano	North	2/1/19	16-7	16-8	\$1,416.00
Fleri, Megan	Samoset	2/1/19	6-7	6-8	\$1,287.50
Groe, Salvatore	East	2/1/19	17-8	17-9	\$1,416.50
McCarthy, Karen	Seneca	2/1/19	8-8	8-9	\$1,416.00
Ribaudo, Joyce	Grundy	2/1/19	16-5	16-6	\$1,416.00
Roggemann, Nicole	Lynwood	2/1/19	13-5	13-6	\$1,416.00
Scholz, Joseph	Cayuga	2/1/19	7-5	7-6	\$1,416.00
Wells, Christopher	Samoset	2/1/19	14-8	14-9	\$1,416.00

*Second salary increase

4.A.2. Approval of Substitute Teachers

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the substitute teacher list as follows”:

Name

Cohen, Kristina
 DiDonato, Katelyn
 Fiore-Gibson, Carla
 Johnson, Keira
 Kreucher, Steven
 Rause, Heather
 Viviano Riha, Theresa

4.A.3. 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”:

NameDate

Alfisi, Christina	1/2/19
Creegan, Lindsey	1/2/19
Cunningham, Elaine	1/2/19
Dakis, John-Peter	1/2/19
Degree, Theresa	1/2/19
Elgort, Thomas	1/2/19
Freyer, Jessica	1/2/19
Gilley, Brendan	1/2/19
Herringer, Marsha	1/2/19
Hughes, Thomas	1/2/19
Kennedy, Kathleen	1/2/19
La Rocco, Debra	1/2/19
Laudonio, Kristina	1/2/19
Laurino, Cynthia	12/12/18
Martin, Alana	1/2/19
Monteserrato, Jessica	1/2/19
Neubauer, William	1/2/19
Panzica, Angelo	12/17/18
Rosen, Amanda	1/2/19
Sabinsky, Leigh	1/2/19
Singh, Kevin	12/10/18
Whelan, Joseph	1/2/19
Wilson, Lisa	1/2/19

4.A.4. Rescission of Extracurricular Clubs/Activities for the 2018-2019

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the rescission of Extracurricular Clubs/Activities for the 2018-2019 as follows”:

RESCIND	-	-
Bellafatto, Michelle	Seneca/Jazz Ensemble	\$2,604.00

4.A.5. Approval of Extracurricular Clubs/Activities for the 2018-2019 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 2018-2019 school year":

<u>Name</u>	<u>Building/Activity</u>	<u>Amount</u>
Bellafatto, Michelle	Seneca/Jazz Ensemble	\$ 520.80
Karbowiak, Heather	Seneca/Jazz Ensemble	\$2,083.20

4.A.6. Approval of Sixth Period Stipends for the 2018-19 School Year

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following employees to receive a stipend for teaching a sixth period for the 2018-19 school year”:

<u>Date</u>	<u>Name</u>	<u>Building/Position</u>	<u>Amount</u>	<u>FTE</u>
12/13/18	Tolmie, Kara	Art	2,577.19	1.1

4.A.7. 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":

<u>SPRING</u>					
Sub	Joseph	Maloney	East	Boys Track	\$6,776.00
				Varsity Head	
Samoset	Jaclyn	Minerva	North	Softball Varsity	\$6,521.00
				Asst.	

4.A.8. Approval of Regents Test Review Staff

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve two 2 hour sessions at each high school, totaling 8 sessions for the following staff for Geometry math regents test review in January 2019".

RESCIND

Scott Kennedy

Cristina McDermott

APPROVE

William Carmon - East

Joanne Albino - East

Ryan Murphy - North

Michael Mastrogiacomo - North

4.A.9. Approval of Certification for Lead Evaluators

WHEREAS, the Sachem Central School District has provided appropriate training for its lead evaluators and evaluators, which includes independent observers, in accordance with §30-3.10 of the Rules of the Board of Regents; and

WHEREAS, §30-3.10 the Rules of the Board of Regents requires lead evaluators to be certified as qualified lead evaluators in accordance with the requirements set forth thereunder and the training plan designed for certification of lead evaluators set forth in the District's APPR Plan, for the purpose of conducting and/or completing the evaluations of teachers and principals pursuant to Education Law §3012-d; and

WHEREAS, the individuals named below have successfully completed training that meets the requirements prescribed in §30-3.10 of the Rules of the Board of Regents; **NOW, THEREFORE, BE IT RESOLVED**, that the Sachem Central School District certifies the following individuals as lead evaluators for the 2018-2019 school year:

Lisa Johnson

Danielle Moran

Marie O'Doherty

4.A.10. Approval of SAA Side Letter Agreement - 12279

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve a Side Letter of Agreement between the SAA (Sachem Administrators' Association) and the Sachem Central School District regarding an employee dated December 17, 2018."

4.A.11. Approval of Sick Day Donation to Member of SCTA - 12342

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

BE IT RESOLVED THAT the Superintendent of Schools is authorized to execute an agreement dated December 13, 2018 with the Sachem Teachers Association regarding sick leave donations.

4.A.12. Approval of Sick Day Donation to Member of SCTA - 12263

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

BE IT RESOLVED THAT the Superintendent of Schools is authorized to execute an agreement dated November 30, 2018 with the Sachem Teachers Association regarding sick leave donations.

4.A.13. Approval of Open School Night Staff

RECOMMENDED ACTION: "that, upon the recommendation of Superintendent of Schools, the Board of Education approve the following personnel for Middle School Open School Night for the 2018-19 school year. The employee will be compensated at a Chaperone II rate of \$119.49 as per the SCTA Memorandum of Agreement dated November 30, 2018."

Kristen Doherty

4.A.14. Approval of Extra-Curricular Athletic Club Advisors and Timers/Scorers/Announcers

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of Extra-Curricular Athletic Club Advisors and Timers/Scorers/Announcers for the 2018-19 school year as follows":

**WINTER
HOME**

SCHOOL	FIRST	LAST	LOC	SPORT	SALARY*
<u>Rescind</u> OOD	Daniela	Rodrigues	Seneca	Arrowettes	\$1,302.00

Add

OOD	Jessica	Manzillo	Seneca Arrowettes	\$1,302.00
OOD	Daniela	Rodrigues	Seneca Arrowettes	n/a
East	Anthony	Gambino	East Weight Room Intramural Advisor	Not to exceed 120 units

4.A.15. Approval of Extra-Curricular Athletic Club Advisors and Timers/Scorers/Announcers

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of Extra-Curricular Athletic Club Advisors and Timers/Scorers/Announcers for the 2017-18 school year as follows":

**WINTER
HOME**

SCHOOL	FIRST	LAST	LOC	SPORT	SALARY*
North	Greg	Lauri	North	Weight Room Intramural Advisor	225 units/ \$3,854.25
North	Vincent	Juliano	North	Weight Room Intramural Advisor	111 units/ \$1,901.43

B. Teacher Assistants

4.B.1. Resignation of Teaching Assistants

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the resignation of teacher assistants as follows":

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Dates</u>
Kearney, Dennis	Special Education Teacher Assistant	Sachem High School East	1/4/19

4.B.2. Probationary Appointments of Teaching Assistants

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of probationary teacher assistants as follows":

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Zeman, Charlotte	ENL Teacher Assistant	Merrimac	1-3	1/15/19-1/14/23

C. Administrators

4.C.1. Leave of Absence of Administrative Personnel

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>
Desmond, Thomas	Asst. Principal	Samoset	12/21/18

4.C.2. Leave Replacement Appointment of Administrative Personnel

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>
Desmond, Thomas	Principal	Waverly	1/2/19-6/30/19

4.C.3. Appointment of Leave Replacement Assistant Principal

BE IT RESOLVED, that the Board of Education approve the appointment of Mark Brodsky as a leave replacement Assistant Principal at Samoset Middle School effective January 10, 2019 through June 30, 2019 at a per diem rate of \$600 and no fringe benefits.

D. Support Staff

4.D.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>
Armstrong, Philip	Custodian/Merrimac	1/9/19
Bevilacqua, Larissa	Recreation Aide/Child Care	6/30/18
DeAcetis, Susan	Bus Driver/ Transportation	12/14/18
Ferraro, Candice	Hall Monitor/ East	1/9/19
Hope, Daniel	Campus Security/District Wide	1/10/19
Kmiotek, Carolyn	Office Asst./Sagamore	TBD
Sinnot, Myrissa	4 Hr. FSW/Sagamore	12/21/18

4.D.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>
Bentivegna, Theresa	4 Hr. FSW/Sagamore	12/22/18 5 yrs., 3 mos.

4.D.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>Aides</u>	
Pelliccione, Marie	1/9/19
Syron, Jaclyn	1/9/19
<u>Custodian</u>	
Busacca, Richard	1/9/19
Hartner, Michael	1/9/19
Rubio, Diana	1/9/19
<u>Food Service Worker</u>	
Vurchio, Michelle	1/13/19
<u>Individual Nurse</u>	
Brusalis, Maria	12/18/18
<u>Nurse</u>	
Brusalis, Maria	12/18/18
<u>Rover</u>	
Hope, Daniel	1/10/19
<u>Security Guard</u>	
Katz, Eric	1/10/19
Rauchut, John	1/10/19
Volpe, Thomas	1/09/19

4.D.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>
Armstrong, Philip	Head Custodian/Wenonah	\$62,338	1/10/19	26 weeks 1/10/19-7/11/19
Kmiotek, Carolyn	Sr. Office Asst./Hiawatha	\$60,355	TBD	12 weeks TBD

4.D.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>
Curiel, Michael	Bus Driver/Transportation	\$22.49/hr.	1/10/19	90 days 1/10/19-4/9/19
Hartner, Michael	Custodian/Merrimac	\$54,788	1/10/19	90 days 1/10/19 - 4/9/19
Pelliccone, Marie	Special Ed Aide/North	\$12.00/hr.	1/10/19	None
Rubio, Diana	Custodian/Merrimac	\$54,788	1/10/19	90 days 1/10/19 - 4/9/19
Syron, Jaclyn	Special Ed Aide/Sagamore	\$12.10/hr.	1/10/19	None
Volpe, Thomas	Campus Security/District Wide	\$19.90/hr.	1/10/19	None
Vurchio, Michelle	4 Hr. FSW/Samoset	\$12.00/hr.	1/14/19	90 days 1/14/19-4/13/19

4.D.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>Aide</u>	

Ferraro, Candice 1/10/19

Custodian

Defontes-Gilardi, Nicolas 1/10/19

Nunez, Cristan 1/10/19

Wynne, Patrick 1/10/19

4.D.7. Rescission of 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 rescind 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>
Purcell, Joyce	Office Aide/ D.O. Samoset/Annex	\$11.00/hr.	8/30/18	None

V. ACTION ITEMS

1. Consent Agenda for Action Items 5.1.1. through 5.1.7.

5.1.1. Approval of Standardization of Elkay Bottle Filling Stations

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 Elkay Bottle Filling Stations 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.

5.1.2. Approval of Agreement with Horizon Healthcare Staffing 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 Horizon Healthcare Staffing to provide skilled nurse staffing services on an as-needed and as-requested basis. Following are the rates for skilled nurse services.

Registered Nurse (RN)	\$51.00 per hour	Health Office/Trip
Registered Nurse (RN)	\$52.00 per hour	1:1 (Skilled Nursing Services)

Registered Nurse Specialty \$55.00 per hour 1:1 (enhanced nursing services for medically fragile special needs students)
 Registered Nurse Visit (dispense meds) \$85.00 per hour
 Licensed Practical Nurse (LPN) \$39.85 per hour
 Certified Nursing Assistant (CAN) \$24.00 per hour
 Paraprofessional (HA) \$22.00 per hour
 Transportation ONLY \$67.00 per hour (one hour minimum each way)

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 Agreement with Laureen Catalano, CPNP 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 Laureen Catalano, CPNP to provide services as a certified pediatric nurse practitioner to the District. 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 physical
Department of Labor Work Certificates (working papers)	\$11.00 per certificate

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.”

5.1.4. Approval of Agreement with Tams-Witmark, LLC

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Tams-Witmark, LLC to pay a royalty and rental fees for the production of The Mystery of Edwin Drood at Sachem High School North. The total cost is \$3,810.00 of which \$3,000.00 is to be paid by the District Office for Music and Art and \$810.00 is to be paid by the Sachem North Drama Club.”

5.1.5. Approval of Health and Welfare Service Agreements 2018-19

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreements between Sachem Central School District and Brentwood School District, Central Islip School District, Comsewogue School District, Connetquot Central School District, East Hampton School District, Eastport/South Manor Central School District, Hauppauge School District, Longwood Central School District, Middle Country Central School District, Northport-East Northport Union Free School District, Patchogue-Medford School District, Sayville Union Free School District,

Smithtown Central School District, Southampton Union Free School District, South Country Central School District, Three Village Central School District and William Floyd School District to provide health and welfare services to non resident students who attend a nonpublic school located within the Sachem Central School District. The cost is \$1,103.00 per student for the period of September 1, 2018 through June 30, 2019. These agreements have been reviewed and approved by the school district's attorney."

5.1.6. Approval of Health and Welfare Service Agreement with East Islip 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 East Islip School District to provide health and welfare services to students residing in Sachem Central School District. The rate for this service is \$1,089.85 per student. The term of this agreement shall be from September 6, 2018 through June 30, 2019. This agreement has been reviewed and approved by the school district's attorney."

5.1.7. Approval of Cullen & Danowski, LLP as Internal Auditors to Review Operations of Purchasing and Extraclassroom Activities

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves Cullen & Danowski, LLP, Internal Auditors, to perform a review of the operations of purchasing and extraclassroom activities. The estimated fee for these services will not exceed \$21,000."

2. Field Trips

5.2.1. Approval of Field Trip for the 2018-19 School Year

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

Sachem North Model UN Club

March 1-4, 2019

New York Hilton Midtown, NYC and United Nations Headquarters

Cost of meals for advisor and chaperone will be the only cost to the district.

5.2.2. Athletic Trip

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

Sachem North Cheerleading to attend the UCA National Cheerleading Championship in Orlando, Florida on February 7-11, 2019.

Sachem East Cheerleading to attend the UCA National Cheerleading Championship in Orlando, Florida on February 7-11, 2019.

3. Donation

5.3.1. 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 \$14,250. This donation is for the BOCES Performing Arts Code A2111-4971-30.”

4. Reading, Adoption and Abolishment

5.4.1. 2nd Reading, Adoption and Abolishment of Policies

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

BE IT RESOLVED THAT the Board of Education approves the second reading and adoption of the following policies which were previously reviewed by the members of the Board of Education for the first reading on December 12, 2018.

2nd Reading and Adoption

Policy 4010 Equivalence in Instructional Materials
 4110 School Calendar and School Day
 4200 Curriculum Management
 4325 Academic Intervention Services
 4326 English Language Learners
 4327 Alternative Instruction

Abolishment/Consolidate

Policy 4311.2 Values Education
 4100 Organization of Instruction
 4200 Curriculum Development
 4220 Pilot Projects
 4240 Curriculum Guides and Course Outlines
 4300 Curriculum
 4310 Basic Instruction Program
 4311 Citizenship Education
 4313 Teaching About Religion
 4314 Occupational Education
 4315 Health Education
 4315.1A AIDES Instruction

- 4316 Physical Education
- 4317 Teaching About Drugs Alcohol and Tobacco
- 4319 Science and Math Instruction
- 4320 Reading Policy
- 4322 Programs for the Gifted and Talented
- 4334.1 High School Credit for College Courses
- 4340 Adult Education Programs
- 4410 Grouping for Instruction
- 4430 Student Schedules and Course Loads

5. Recommendations from the Committee on Special Education

5.5.1. Recommendations from the Committee on Special Education

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accept the recommendation of the Committee on Special Education for the following meetings”:

12/13, 12/14, 12/17, 12/18, 12/19, 12/20, 12/21, 1/2, 1/3, 1/4, 1/7, 1/8, 1/9

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:

12/13, 12/17, 12/18, 12/19, 1/3, 1/4, 1/8, 1/9

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

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

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

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

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

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

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 January 23, 2019 at 7:30 PM in the Board Room at Samoset Middle School.

IX. EXECUTIVE SESSION

The Board may entertain a motion to meet in Executive Session. There will be no items requiring a vote.

X. ADJOURN

SACHEM CSD

POLICY FOR 2nd READING

January 9, 2019

-DRAFT REVISED POLICY-

SACHEM CENTRAL SCHOOL DISTRICT

**EQUIVALENCE IN INSTRUCTIONAL
STAFF AND MATERIALS**

Policy 4010

In accordance with the federal No Child Left Behind Act, as amended by the Every Student Succeeds Act, directs that in the event that a school(s) provides services pursuant to Title I, said services, when taken as a whole, shall be substantially comparable to services in schools and programs that do not receive Title I funds. This includes curriculum materials, instructional supplies, and personnel (teachers, administrators, and other personnel). The Superintendent of Schools shall follow the State Education Department guidelines in determining such equivalence on an annual basis, and report to the Board of Education, upon request, on the status of School District schools with regard to equivalence. The School District shall maintain records, updated biannually, documenting this equivalence.

Cross-ref: 4200 Curriculum Management

Ref: 20 USC §6321(c) (No Child Left Behind Act of 2001)

Adoption Date: January 20, 1998

-DRAFT REVISED POLICY-

SACHEM CENTRAL SCHOOL DISTRICT

SCHOOL CALENDAR AND SCHOOL DAY

Policy 4110

The Superintendent of Schools shall determine annually the length of the school day for School District students, based on such factors as program offerings, number of vehicles available for transporting students, student building assignments, total student population, school facilities, and collective bargaining agreements. Prior to presentation to the Board of Education for its review and approval, the Superintendent of Schools shall share with each employee bargaining unit the draft calendar. Provision shall be made for including extra days to permit emergency closing for inclement weather or other emergencies which make attendance at school impossible.

The school day shall include at least the minimum hours of instruction required by the regulations of the Commissioner of Education.

Adoption Date: January 20, 1998

-DRAFT REVISED POLICY-

SACHEM CENTRAL SCHOOL DISTRICT

CURRICULUM MANAGEMENT

Policy 4200

The Board of Education recognizes its responsibility for the development, assessment and improvement of the educational program of its schools. To this end, the Board of Education is committed to establishing and maintaining a coordinated curriculum management process that:

- defines how the School District's curriculum is developed and approved.
- determines that the curriculum is taught and tested.
- provides for the ongoing review and evaluation of the curriculum.

In order to achieve its annual instructional goals, the Board of Education supports a collaborative approach to curriculum development. Such an approach must recognize the interrelation of a "core" curriculum and effective instructional processes, as well as interdisciplinary applications and articulation of programs from one level to the next.

1. A core curriculum will include basic content area knowledge and related skills, while keeping in mind that such information needs continuous updating. Curricula will also be designed to encourage transferable concepts and skills, including critical thinking skills. The Board of Education is committed to providing district students and staff with appropriate instructional materials to implement curricula. In addition, all students are assured equal access to courses of study, regardless of age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics or marital status.

The Superintendent of Schools shall work with other School District administrators to integrate current educational theory and research on curricula design and successful instructional strategies practiced by comparable districts. State syllabi, supplemental materials, and handbooks are to be used for general curricular guidelines. However, the Board of Education encourages the creation of flexible curriculum guides and the use of a variety of instructional materials that support these guides. Such materials shall reflect a sensitivity to district students, their concerns, learning styles, and changing developmental abilities and needs.

Parents and members of the community are encouraged to provide feedback on School District curricula and instruction. The Superintendent of Schools will consult with principals, other administrators, teachers, students, and the community in order to develop a responsive curriculum and to promote a continuing review and upgrading of such curriculum. To this end, the Superintendent of Schools, or his/her designee, shall periodically conduct a curriculum review which may include surveys, data analysis and a review of best practices. This information, along with input from other sources, will be utilized in evaluating and revising School District curricula.

Curriculum changes will take into consideration the results of state and local testing and classroom evaluations, reflect minimum state requirements, and address further needs of the

-DRAFT REVISED POLICY-

SACHEM CENTRAL SCHOOL DISTRICT

CURRICULUM MANAGEMENT

Policy 4200

community and student populations. The Board of Education expects administrators and staff to work together in evaluating the educational program and recommending changes or additions in courses, programs, instructional methodology, and/or staff development activities which are necessary to implement such changes and/or additions.

At its meetings, the Board of Education will hear regular reports on curriculum-related matters such as instructional programs, the work of curriculum committees, and periodic evaluation of specific curriculum areas.

Adoption Date:

SACHEM CENTRAL SCHOOL DISTRICT

ACADEMIC INTERVENTION SERVICES

POLICY 4325

The Board of Education is committed to providing academic intervention services to students at risk of not meeting the state learning standards. Such services may include additional instruction supplementing the instruction provided in the general curriculum and/or student support services such as guidance, counseling, attendance and study skills needed to support improved academic performance.

Eligibility for academic intervention services will be determined based upon multiple measure of a student's performance on state assessment exams and/or in accordance with the uniformly applied district- developed district-adopted procedures. Eligible students will receive services consistent with law and regulations which shall commence no later than the beginning of the semester following a determination that a student is eligible for such services. Students who are not eligible to receive academic intervention services based on state assessments may be eligible to receive academic interventions through the School District's Response to Intervention (RtI) program. Parental notification and involvement and review of the RtI program will emulate the procedures for academic intervention services.

Notification to Parent/Guardian and Involvement

Notification on Commencement of Services. The Building Principal will notify the parents/guardians of a student determined to be in need of academic intervention services, in writing, upon the commencement of such services. Such notification shall include:

- a summary of the academic intervention services to be provided;
- the reason the student needs such services; and
- consequences of not achieving expected performance levels.

Ongoing communication with parents or persons in parent relation.

Parents/ or persons in parental relation to students receiving academic intervention services shall be provided with:

- An opportunity to consult with the student's regular classroom teacher(s), and other professional staff providing academic intervention services, at least once per semester during the regular school year;
- Reports on the student's progress at least once each quarter during the regular school year by mail, telephone, telecommunications or other means, in a language or mode of communication understood by the parents or person in parental relation; and
- Information on ways to work with their child to improve achievement, monitor their child's progress and work with teachers to improve their child's achievement.

SACHEM CENTRAL SCHOOL DISTRICT

ACADEMIC INTERVENTION SERVICES

POLICY 4325

Notification on Ending of Services

The Building Principal will notify the parent/guardian in writing when academic intervention services are no longer needed. Such notification will include:

- The criteria for ending services; and
- The performance levels obtained on School District selected assessments, if appropriate.

All parental/guardian notifications and communications will be provided in English and translated, when appropriate, into the native language or mode of communication of the parents/guardians.

In the event a parent/guardian disputes the School District's determination concerning the provision of academic intervention services, the parent/guardian may request a meeting with the Building Principal to discuss said determination.

Description and Review of Academic Intervention Services

The Superintendent of Schools, in consultation with each Building Principal, shall maintain a description of academic intervention and/or student support services for each school. This description will include any variations in services in schools within the School District and will specifically delineate:

- the School District-wide procedures used to determine the need for academic intervention services;
- the academic intervention instructional and/or support services to be provided;
- whether instructional services and/or support services are offered during the regular school day or during an extended school day or year; and
- the criteria for ending services, including, if appropriate, performance levels that students must obtain on School District-selected assessments.

Notwithstanding the foregoing, the School District may provide a Response to Intervention (RtI) program in lieu of providing academic intervention services (AIS) to eligible students, provided that:

- the RtI program is provided in a manner consistent with the notification requirements set forth herein;
- the RtI program is made available at the grade levels and subject areas (reading/math) for which students are identified as eligible for AIS; and

-DRAFT REVISED POLICY-

SACHEM CENTRAL SCHOOL DISTRICT

ACADEMIC INTERVENTION SERVICES

POLICY 4325

- the School District shall submit to the State Education Department no later than September 1st of such school year, a signed statement of assurance that the services provided under the School District's RtI program meet the requirements set forth herein.

The School District will post its AIS plan on the School District's website or distribute the plan to parents in writing. Every two (2) years the Superintendent of Schools shall review and revise the description of academic intervention services based on student performance results and present such revised description to the Board of Education for approval.

Cross-ref:

Ref: 8 NYCRR §§100.1(g); 100.2(r), (ee); 100.4(b)(2), (c)(5)

Adoption Date:

SACHEM CENTRAL SCHOOL DISTRICT

ENGLISH LANGUAGE LEARNERS INSTRUCTION

Policy 4326

The Board of Education believes that students who, by reason of foreign birth or ancestry, have limited English proficiency, will be more effective learners of both the language and the curriculum if they receive instruction in both their native language and English. The School District will therefore make every effort to provide English language learners (ELL) with an appropriate program of transitional bilingual education or free-standing English as a second language program.

Pursuant to this policy and the Regulations of the Commissioner of Education, the Superintendent of Schools or his/her designee is directed to develop appropriate administrative regulations so that ELL students: :

- are diagnostically screened for limited English proficiency in accordance with Part 117 and 154 of the Commissioner's Regulations. Those students, who according to their scores are identified as ELL, will be annually evaluated. Included in the evaluation shall be each student's performance in content areas to measure academic progress; have access to appropriate instructional and support services, including guidance programs;
- have equal opportunities to participate in all school programs and extracurricular activities as non-ELL students; and
- are provided with the appropriate educational strategies to facilitate his/her acquisition and development of English language skills and to enable him/her to meet the standards of education of the State and the School District.

The Superintendent of Schools or his/her designee shall be responsible for (1) providing the Commissioner with all information required under the Commissioner's Regulations and (2) providing appropriate school-related information to the parents of ELL students in English, or when necessary, in the language they understand. In addition, the Superintendent of Schools or his/her designee shall ensure that all teachers employed for any bilingual and/or ESL program are properly certified in accordance with the Commissioner's Regulations.

Ref: Education Law §3204
Bilingual Education Act of 1974, §§701 et seq., 20 U.S.C. §§880b et seq.
Equal Educational Opportunities Act of 1974, §§201 et seq., 20 U.S.C. §§1701 et seq.
8 NYCRR §§80.9; 80.10; 117; 154 et seq.

Adoption Date: March 9, 2017

-DRAFT REVISED POLICY-

SACHEM CENTRAL SCHOOL DISTRICT

ALTERNATIVE INSTRUCTION

Policy 4327

The Board of Education will provide alternative instruction to pupils who are unable to attend school due to medical, emotional, or disciplinary problems in accordance with law.

Secondary school students who are under seventeen years of age and who require alternative instruction will receive instruction for two hours per day and elementary pupils requiring alternative instruction will receive one hour of instruction per day. Students will receive credit for work completed while on alternative instruction.

The School District will provide alternative instruction upon referral from the Medical Director or the Superintendent of Schools or his/her designee in accordance with the guidelines established by the Superintendent of Schools for placing a student on alternative instruction.

Adoption Date: