

SACHEM CENTRAL SCHOOL DISTRICT
51 SCHOOL STREET, LAKE RONKONKOMA, NY 11779
WORK SESSION AGENDA

July 17, 2013

7:30 PM

Board of Education Room

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

I. OPENING OF MEETING

- A. **Roll Call**
- B. **Call to Order**
- C. **Salute to the Flag**
- D. **Moment of Silence**

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 3.1. through 3.2.

3.1. 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 May 31, 2013 for each fund as submitted by the District Treasurer, Diane Kollmer.

FURTHER, that the Board of Education approve the monthly Budget Status Report as of **May 31, 2013** as submitted by the District Treasurer, Diane Kollmer.”

Treasurer’s Report

Revenues

Expenditures

Balance Sheets (as of May 31, 2013)

3.2. Bid Award

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

The bid/RFP awards presented for action are:

	<u>RFP/Bid Number & Title</u>	<u>Action Required</u>
a.	B 13-93A Compressors & compressor Parts for School Cafeteria Equipment	Approve
b.	B 13-80C Office Machine repair	Approve
c.	B 13-18 Technology Classroom Supplies - Hardware & Small Tools	Approve
d.	B 13-20 Technology Classroom Supplies - Drafting & Printing	Approve
e.	B 13-429C REBID Annual Inspection, Preventative Maintenance, Repair & Certification Training for Project Adventure Courses	Reject
f.	B 13-28P Imprinted Envelopes & Business Cards	Approve

PERSONNEL ITEMS

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

A. Teachers

4.A.1. Leaves of Absence of Teaching Personnel

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

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Dates</u>
Levesque, Gwendolyn	Elementary	Waverly	Child Care Leave	8/29/13-6/30/14

4.A.2. Return from a Leave of Absence of Teaching Personnel

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

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Date</u>
Hart, Danielle	Special Education	North	Return from Child Care Leave	8/29/13

4.A.3. 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>
Ambrosino, Lorraine	Samoset Annex	8/29/13	10-8	10-9	2,664.00
Baker, Patricia	Merrimac	8/29/13	13-4	13-5	2,664.00
Borsari, Christine	Nokomis	8/29/13	12-6	12-7	2,664.00
Carew, Amanda	Waverly	8/29/13	8-6	8-7	2,665.00
Crisci, John	Sachem East	8/29/13	6-7	6-8	2,425.00
Fallon, Brooke	Sequoia	8/29/13	6-4	6-5	2,421.00
Fulcher, Kristina	Waverly	8/29/13	3-4	3-5	2,423.00
McGuire, Gina	Cayuga	8/29/13	10-8	10-9	2,664.00
Messina, Maria	Sequoia	8/29/13	15-7	15-8	2,665.00
Muratore, Anthony	Grundy	8/29/13	8-7	8-8	2,664.00
Torregrosa, Philip	Nokomis	8/29/13	3-4	3-5	2,423.00

4.A.4. Resignation of Teaching Personnel

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

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Dates</u>
Klein, Jamie	Elementary	Wenonah	Personal	06/30/13

B. Teacher Assistants/Interpreters

4.B.1. Resignation of Teaching Assistants/Interpreters

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the resignation of teacher assistants/interpreters as follows”:

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Dates</u>
Pesce, Heather	Special Education	Waverly	6/30/13

C. Support Staff

4.C.1. Resignation of Support Services Personnel (All Civil Service Classifications)

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the resignation of support services personnel (all Civil Service classifications) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Service Ends</u>
Leonard, Michael	Custodial Worker I/Sequoia	07/09/13

4.C.2. 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>Custodian</u> Dereli, John	07/09/13

4.C.3. 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>
Dereli, John	Head Custodian/ Tecumseh	\$57,517	07/10/13	26 weeks 07/10/13-01/08/14
Leonard, Michael	Head Custodian/ Nokomis	\$57,491	07/10/13	26 weeks 07/10/13-01/08/14

4.C.4. Appointment of Support Services Personnel (Exempt, Labor and Non-Competitive)

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the probationary appointment of support services personnel (exempt, labor and non-competitive) as follows:

<u>Name</u>	<u>Position & Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Miranda, Jaime	Custodian/ Gatlot	\$51,286	7/22/13	None
Martschenko, Nicholas	Custodian/ Waverly	\$51,286	7/31/13	None

V. ACTION ITEMS

1. Mini Contracts Consent Agenda for Action Items 5.1.1. through 5.1.6.

5.1.1. Approval of Agreement with Bayada Home Health Care

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 \$50.00 per hour for R.N. services. This agreement shall be in effect for the period April 29, 2013 to June 30, 2014. This contract has been reviewed and approved by the school district’s attorney.”

5.1.2. Approval of Agreement with Dr. Frantz N. Moise, M.D.

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Dr. Frantz N. Moise, M.D. to provide psychiatric evaluations. The cost is \$800.00 per evaluation, including a written report, plus approved travel expenses. This agreement shall be in effect for the period July 1, 2013 to June 30, 2014. This contract has been reviewed and approved by the school district’s attorney.”

5.1.3. Approval of Agreement with Epson America, Inc.

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the no credit card

consolidated exchange agreement between Sachem Central School District and Epson America, Inc. to have the option of waiving the credit card requirement when requesting a service exchange unit for the return of projectors. There is no cost for this service.”

5.1.4. Approval of Agreement with John A. Grillo, Architect, P.C.

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement with John A. Grillo, Architect, P.C. for the 2013-2014 Capital Improvement Program. The architect shall provide all architectural and engineering services, including but not limited to structural, mechanical and electrical engineering services. John A. Grillo, Architect, P.C. shall designate John M. Grillo as the Project Architect in charge of the Project. He shall provide the following:

- Pre-design services
- Visit the District’s facilities and meet with central office administrators
- Consult with the New York State Education Department, Office of Facilities Planning
- Research federal and state statutes, rules and regulations
- Prepare an analysis of the preliminary estimate of the cost for labor and materials necessary to perform the proposed projects
- Schematic design and design development services
- Prepare for approval construction documents consisting of Drawings and Specifications
- Assist in obtaining bids for the work contemplated by the project
- Provide administration of the contract for construction and post construction services
- Provide professional services that reflect the standard of professional care that is customary for architects in Suffolk County

The Architect’s compensation for specified services outlined in the agreement shall be 6% of the actual “Construction Cost.” The term of agreement shall be for the period July 1, 2013 and shall continue until completion of the work by the Contractors engaged. This agreement has been reviewed and approved by the school district’s attorney.”

5.1.5. Approval of Agreement with Little Angels Center, Inc.

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Little Angels Center, Inc. to provide related services during the school year for those children covered by the terms of this agreement.

Speech Therapy will be provided as follows:

Individual Session	\$38.00 per 30 minute session (in Sachem facility)
	\$40.00 per 30 minute session

(office, home, community setting)
 Group Session: (2-5 students) \$59.00 per 30 minute session
 Evaluations \$125.00 each
 PROMPT therapy session \$50.00 per individual

Physical Therapy/Occupational Therapy/Vision Therapy/Counseling will be provided as follows:

Individual Session \$38.00 per 30 minute session
 (in Sachem facility)
 \$40.00 per 30 minute session
 (office, home, community setting)
 Group Session: (2-5 students) \$59.00 per 30 minute session
 Evaluations \$150.00 each
 Special Instruction \$65.00 per hour
 ABA/Parent Training/Consulting \$85.00 per hour

This agreement shall be in effect for the period July 1, 2013 to June 30, 2014. This agreement has been reviewed and approved by the school district’s attorney.”

5.1.6. Approval of Agreement with Mountain Lake Academy

RECOMMENDED ACTION: “that upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Mountain Lake Academy to provide adequate instruction, related services and/or a facility to students. The cost for each child is the tuition rate set by the State Education Department. The term of this agreement shall be from July 1, 2013 to June 30, 2014. This contract has been reviewed and approved by the school district’s attorney.”

5.2. Appointment of Race to the Top (RTTT) Specialists Positions

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following personnel to be approved as specialists for the RTTT Program for 2013-2014 school year":

Marie O'Doherty
Danielle Moran

5.3. Appointment of Positions for 2013-2014 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of the following positions for the 2013-2014 school year as follows":

Department Chairpersons

Michelle Kislinski Social Studies - Sagamore

Elementary Principals' Aide for ELA, Math & Science

Danielle Moran	Science
Marie O'Doherty	ELA
Nancy Edzards	Math .5
Regen Whiffen	Math .5

Elementary Principals' Aide

TBD	Cayuga
Robin Walsh	Chippewa
Jan Chmela	Gatelot
Melissa Peiliker	Grundy
Kendra Lach	Hiawatha
Christal Satterfield	Lynwood
Dana Reino	Merrimac
Joseph Papagni	Nokomis
Linda Greening	Tamarac
Jeanette Pederson	Tecumseh
TBD	Waverly
Veronica Pacella	Wenonah

Deans

Damon Gallo	East
Mark Wojciechowski	North

Lead Nurse

Natalie Zaino

Marching Band

Robert Normandeau	Color Guard Instructor
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Lead Counselors

Kara Proctor	Seneca
Dan Zilberstein	Sagamore
Lisa Carlin	Samoset

Jennifer Jargo

Sequoia

5.4. Agreement Between Sachem Central School District and Robert Neufeld-Interim Elementary Principal

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the agreement between the Sachem Central School District and Robert Neufeld to act as the Interim Elementary Principal at Waverly Elementary School effective 7/1/13 through 8/8/13 at the daily rate of \$650":

5.5. 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":

7/16/13

5.6. Approval of Donation - Bruce Singer/Suffolk Association of School Business Officials

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, the donation of \$500 from Bruce Singer/Suffolk Association of School Business Officials to give \$250 to a June 2014 graduating student at Sachem High School East and \$250 to a June 2014 graduating student at Sachem High School North. Students are to be selected by each High School Principal."

5.7. Approval of Extracurricular Clubs/Activities for the 2012-13 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following extracurricular clubs/activities for the 2012-13 school year.

<u>School</u>	<u>Activity</u>	<u>Advisor</u>
Samoset	Samoset's Got Talent	Add: Jessica Tirado Add: T.J. Nardolillo
Merrimac	Merrimac Talent Show B	Lauren Hull

5.8. Stipulation of Agreement - Non-Instructional Employee

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve a Stipulation of Agreement dated June 25, 2013, between the Sachem Central School District and a non-instructional staff member, whose identity has been made known to the Board in Executive Session, regarding a personnel matter”:

VI. PERSONNEL ITEMS**1. CONSENT AGENDA FOR PERSONNEL ITEMS 6.1.1 THROUGH 6.2.1****6.1.1. Rescission of Termination of Support Services Personnel (All Civil Service Classifications)**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education rescind the termination of the following support services personnel (all Civil Service classifications) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Service Ends</u>
Palmer, Richard H.	MM III/Facilities	4/4/13

6.2.1. 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>
Palmer, Richard H.	MM III/Facilities	05/31/13

VII. MONTHLY REPORTS**7.A. 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:

7/8/13

7.B. Board of Education Sub Committees

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

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 Work Session meeting of the Board of Education will be held on Wednesday, August 7, 2013 at 7:30 PM in the Board Room at Samoset Middle School.

IX. EXECUTIVE SESSION

The Board of Education may choose to adjourn to executive session to discuss District matters.

X. OPEN SESSION

PERSONNEL ITEMS

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>
McElheron, Dennis	Psychologist	Seneca MS	To Asst. Coordinator/OSS	7/18/13-6/30/14

Probationary Appointment of Administrative Personnel

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Dates</u>
Mc Elheron, Dennis	Assistant to the Coordinator, Special Education	OSS	7/18/13 – 7/17/16

XI. OTHER ITEMS**Appointment of Chairperson for 2013-2014 Committee on Special Education**

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of the following individual as CSE Chairperson for the 2013-14 school year as follows:

CSE Chairperson

Dennis McElheron

Appointment of Chairperson for 2013-2014 Committee on Preschool Special Education

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of the following individual as Preschool CSE Chairperson for the 2013-14 school year as follows:

CPSE Chairperson

Dennis McElheron

XII. EXECUTIVE SESSION

The Board of Education may choose to reconvene into Executive Session to discuss district matters.

XIII. ADJOURN