

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

February 28, 2018

7:30 PM

Board of Education Room

Approved as written on 3/22/2018 – Official Document

OPENING OF MEETING

Members Present: Anthony Falco, Board President
Robert Scavo, Vice President
Vic Canales
William Coggin
Mike Matlat
Dorothy Roberts
Laura Slattery
Sara Wottawa
Emma Hirt, Student Member
Erin Mullery, Student Member

Members Absent: Teri Ahearn

Also Present: Kenneth E. Graham, Ed.D, Superintendent of Schools
John O’Keefe, Asst. Supt. for Business & Operations
Anthony Mauro, Ed. D., Asst. Superintendent for Student Support & Administration
Erin Hynes, Asst. Superintendent for Curriculum and Instruction
Kristin Capel-Eden, Asst. Superintendent for Personnel
Allison Florio, District Clerk
Chris Clayton, Esq. Ingerman Smith
Ron Sacks, School Business Administrator

CALL TO ORDER Meeting held at Samoset MS, was called to order by President Falco at 7:36pm.

SALUTE TO THE FLAG

MOMENT OF SILENT MEDITATION

WE ARE SACHEM - Pride/Presentation

- Dr. Graham read a statement in regard to district safety.
- Community Service Highlights - Sagamore, Lynwood and Nokomis
- District-wide 5th Grade Spelling Bee - Winner: Grundy - Gavin Flynn
Runner-Up: Tamarac - Sara Vetter
- Budget Development Workshop #2 – Student Support Services

1.6.1. Approval of Minutes

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, seconded by Ms. Wottawa, and approved unanimously (8-0) to approve the following minutes”:

January 10, 2018 Regular Meeting
January 17, 2018 Executive Session Only
January 24, 2018 Regular Meeting

II. VISITORS - (EACH VISITOR WILL BE LIMITED TO 3 MINUTES)

None.

BUSINESS ITEMS

III. BUSINESS ITEMS 3.A.1. THROUGH 3.A.2.

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, seconded by Mr. Coggin, and approved unanimously (8-0) to approve the consent agenda for business items 3.A.1. through 3.A.2.

A. Treasurers Report

3.A.1. Treasurer's Report

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, seconded by Mr. Coggin, and approved unanimously (8-0) to approve the monthly Cash Reconciliation Report as of December 31, 2017 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 December 31, 2017 as submitted by the District Treasurer, Cynthia Carvajal.”

Treasurer's Report

Revenues

Expenditures

Balance Sheets (as of December 31, 2017)

3.A.2. Claims Audit Report - December 2017

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, seconded by Mr. Coggin, and approved unanimously (8-0) to approve the Claims Audit Report as of December 31, 2017 as submitted by Cerini & Associates, LLP.”

PERSONNEL ITEMS

IV. CONSENT AGENDA FOR ITEMS 4.A.1. THROUGH 4.C.7.

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the consent agenda for personnel items 4.A.1. through 4.C.7.

A. Teachers

4.A.1. Ten Year Increment for Teaching Personnel

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the ten year increments for teaching personnel as follows”:

<u>Name</u>	<u>School</u>	<u>Date</u>	<u>Amount</u>
Lampasona, Devon	Lynwood	04/02/18	\$75.00
Gearns, Erin	East	04/10/18	\$75.00
Varca, Maria	Wenonah	04/10/18	\$75.00
Schaefer, Christina	Nokomis	04/20/18	\$60.00

4.A.2. Approval of Substitute Teachers

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the substitute teacher list as follows”:

- Name
 Freyer, Jessica
 Herringer, Marsha
 Kahl, Lois
 Nicoletti, Anthony
 Renna, Kasey
 Vallone, Kimberly
 Verderosa, Danielle
 Whelan, Joseph

4.A.3. Approval of Coaching Assignments

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the following coaching assignments for the 2017-18 school year”:

<u>WINTER</u>					
<u>HOME</u>					
<u>SCHOOL</u>	<u>FIRST</u>	<u>LAST</u>	<u>LOC</u>	<u>SPORT</u>	<u>SALARY*</u>
OOD	Taryn	Prusinski	North	Arrowettes	Volunteer
<u>SPRING</u>					
OOD	Derek	Dale	North	Boys Lacrosse JV Assistant	\$5,488.00
OOD	Kathleen	Dugan	Sachem	Boys & Girls Swimming MS	\$3,238.00
Wenonah	Kevin	Krause	North	Girls Lacrosse Varsity Head	\$9,788.00
OOD	Ashlee	Tran	East	Girls Track Varsity	Volunteer
East	Paul	Capolino	East	Boys Track	\$7,260.00

Varsity Head					
Waverly	Catherine	Juliano	Seneca	Boys & Girls Track MS Assistant	\$2,690.00
OOD	Carly	Sharp	Sagamore	Girls Lacrosse MS Head	\$3,944.00
Sagamore	Konstantino	Papakonstantis	East	Baseball	Volunteer
East	Christopher	Brink	East	Boys Lacrosse JV Head	\$7,442.00
Samoset	Matthew	Golini	East	Boys Lacrosse JV Assistant	\$6,505.00
Sub	Joseph	Maloney	East	Boys Track Varsity Assistant	\$4,688.00
Seneca	Thomas	Hughes	East	Boys Track Varsity	Volunteer
<u>RESCIND</u>					
East	Christopher	Brink	East	Boys Lacrosse JV Assistant	\$6,505.00
Samoset	Matthew	Golini	East	Boys Lacrosse JV Head	\$7,442.00

*Contractual Stipend Only

B. Teacher Assistants

4.B.1. Rescission of Probationary Teaching Assistant Personnel

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the rescission of probationary teaching assistant personnel as follows”:

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Dates</u>
Buckley, Taylor	Special Education Teaching Assistant	Sachem East	Incorrectly appointed to probationary appointment	1/22/18- 6/30/18

4.B.2. Resignation of Teaching Assistants

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the resignation of teacher assistants as follows”:

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Dates</u>
Dillon, Christie	Special Education Teacher Assistant	Waverly	2/7/18

4.B.3. Appointment of Leave Replacement Teaching Assistants

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the appointment of leave replacement teacher assistants as follows”:

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Buckley,	Special Education Teacher	Sachem	1-3	1/22/18-
Taylor	Assistant	East		6/30/18

C. Support Staff

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the resignation of support services personnel (all Civil Service classifications) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Service Ends</u>
Guilfoyle, Mary	Clerk Typist/Seneca	2/28/18

4.C.2. Leave of Absence of Support Services Personnel (All Civil Service Classifications)

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the leave of absence of support services personnel (all Civil Service classifications) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Reason</u>	<u>Dates</u>
Harte, Darlene	Hall Monitor / Waverly	Personal	2/2/18 - 8/2/18

4.C.3. Resignation/Termination of Substitute Support Services Personnel (Exempt, Labor and Non-Competitive)

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to 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> Casali, Patrick	2/28/18
<u>Food Service Worker</u> Falciani, Jacqueline	3/4/18
<u>Hall Monitor</u> Russo, Jennifer	1/10/2018

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to 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>
Guilfoyle, Mary	Sr. Clerk Typist/Seneca	\$58,317	3/1/18	12 weeks 3/1/18- 5/24/18

4.C.5. Appointment of Support Services Personnel (Exempt, Labor and Non-Competitive)

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to 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>
Casali, Patrick	Custodian/ Grundy	\$53,784	3/1/18	90 days 3/1/18- 5/29/18
Falciani, Jacqueline	3 Hr. FSW/East	\$11.00/hr.	3/5/18	90 days 3/5/18- 6/2/18
Fernandez, Christina	Recreation Aide/ TBD	\$11.00/hr.	3/1/18	None
Russo, Jennifer	Hall Monitor/ East	\$11.00/hr.	1/11/18	None
McGarrett, Fabienne	Bus Driver/Transportation	\$22.10/hr.	3/1/18	90 days 3/1/18- 5/29/18

4.C.6. Appointment of Substitute Support Services Personnel (Exempt, Labor and Non-Competitive)

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the substitute support services personnel (exempt, labor and non-competitive) as follows”:

<u>Name</u>	<u>Service Begins</u>
<u>Custodian</u>	
Alaia, Ralph	3/1/18
Cardona, Luis	3/1/18
Kennedy, Edward	3/1/18
Lamm, Christopher	3/1/18
Moccia, Giuseppe	3/1/18
<u>Hall Monitor</u>	
Dunn, Dorothy	2/26/18

4.C.7. Disciplinary Suspension – Non-Instructional Staff Member

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the following resolution:

BE IT RESOLVED, “that upon the recommendation of the Superintendent of Schools, the Board of Education hereby suspends, without pay, a member of the non-instructional staff, whose identity was disclosed in executive session for a period of four (4) work days. The four day suspension shall be January 19, 22, 23 and 24, 2018.

V. ACTION ITEMS**1. Consent Agenda for Items 5.1.1. through 5.1.3.**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, seconded by Ms. Wottawa, and approved unanimously (8-0) to approve the consent agenda for action items 5.1.1. through 5.1.3.

5.1.1. Approval of Special Education Services Agreement with Smithtown Central School District 2017-18

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, seconded by Ms. Wottawa, and approved unanimously (8-0) to approve the agreement between Sachem Central School District and Smithtown Central School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the Smithtown Central School District. Smithtown CSD shall be entitled to bill Sachem CSD for the services provided in accordance with Education Law Section 3602-c and the Regulations or Rules of the Commissioner of Education. The term of this agreement shall be from July 1, 2017 through June 30, 2018. This agreement has been reviewed and approved by the school district’s attorney.”

5.1.2. Approval of Health and Welfare Services Agreement with Riverhead Central School District 2017-18

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, seconded by Ms. Wottawa, and approved unanimously (8-0) to approve the agreement between Sachem Central School District and Riverhead Central School District to provide health and welfare services to students residing in Sachem Central School District. The rate for this service is \$712.05 per 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.”

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, seconded by Ms. Wottawa, and approved unanimously (8-0) to approve the agreement between Sachem Central School District and Sayville Union Free School District to provide health and welfare services to students residing in Sachem Central School District. The rate for this service is \$1,047.48 per 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.”

5.1.4. Approval of Proposed 2018-2019 Calendar

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, seconded by Mr. Coggin, and approved unanimously (8-0) to approve the proposed 2018-19 School Calendar.

5.1.5. Appointment to the Sachem Legislative Committee

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, seconded by Mr. Coggin, and approved unanimously (8-0) to approve the following resolution:"

RESOLVED, that the following individuals be and are hereby appointed to the Sachem Legislative Committee:

NAME

Matt Balkam
Chiara Castilla-Brooks
Kathleen Dolomite
Joann Griffin
Carol Locklin
Jessica Lomonaco
Jamie Mare
Samantha Sonnett
Ashley Ventimiglia

2. Donations**5.2.1. Donation - Hiawatha Elementary School PTA**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, seconded by Ms. Slattery, and approved unanimously (8-0) to accept with gratitude, a donation from Hiawatha Elementary School PTA in the amount of \$10,000.00. These donations are for the BOCES Performing Arts Code A2111-4971-30."

5.2.2. Donation - Nokomis Elementary School PTA

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Matlat, seconded by Mr. Coggin, and approved unanimously (8-0) to accept with gratitude, three (3) donations from Nokomis Elementary School PTA. The total amount is \$4,228.53. These donations are for the BOCES Performing Arts Code A2111-4971-30."

5.2.3. Donation - Tamarac Elementary School PTA

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Matlat, seconded by Mr. Coggin, and approved unanimously (8-0) to accept with gratitude, a donation from Tamarac Elementary School PTA in the amount of \$3,604.77. This donation is for the BOCES Performing Arts Code A2111-4971-30."

5.2.4. Donation - Sagamore Middle School PTA

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Matlat, seconded by Mr. Scavo, and approved unanimously (8-0) to accept with gratitude, a donation from

Sagamore Middle School PTA in the amount of \$2,925.00. This donation is for the BOCES Performing Arts Code A2111-4971-30.”

3. Transfers

5.3.1. Approval of Transfer of Inactive Activity Accounts

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, seconded by Mr. Scavo, and approved unanimously (8-0) to approve the dissolution of the Extraclassroom Activity Fund accounts with the following balances from Sequoyia (\$20,066.75), Gatelot (\$1,466.02), and Tecumseh (\$4,404.07). The funds are to be transferred to the feeder high schools as follows: \$24,470.82 to HS East Student Government and \$1,466.02 to HS North Student Government, in accordance with Policy 5252 - Student Activities Fund Management.”

5.3.2. Approval of Budget Transfers \$50,000 or Greater

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, seconded by Ms. Slattery, and approved unanimously (8-0) to approve budget transfers of \$50,000 or greater:”

- Transfers totaling \$235,000.00 are to procure computer hardware and software through BOCES.
- Transfers totaling \$145,700.00 are to cover BOCES maintenance fees.

4. Recommendations from the Committee on Special Education

5.4.1. Recommendations from the Committee on Special Education

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Coggin, seconded by Ms. Slattery, and approved unanimously (8-0) to approve the recommendation of the Committee on Special Education for the following meetings”:

2/8, 2/9, 2/12, 2/13, 2/14, 2/15, 2/16, 2/26, 2/27, 2/28

VI. MONTHLY REPORTS

A. Damage & Loss Summary

6.A.1. Damage & Loss Summary

The summary report reflects damage and loss for the period ending January 2018.

B. Determinations from the Committee on Preschool Special Education

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, seconded by Mr. Coggin, and approved unanimously (8-0) to approve the following:

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

2/9, 2/12, 2/13, 2/14, 2/15, 2/16, 2/26, 2/27, 2/28

C. **Board of Education Sub Committees**

Sachem Legislative Committee – Legislative Forum will be held on March 8th at Samoset MS.

2017-18 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
- 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

Visitors (Each visitor will be limited to 3 minutes)

The Board heard comments and concerns from members of the community.

Next Meeting

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

IX. EXECUTIVE SESSION

A **MOTION** was made at 9:32pm by Ms. Slattery, seconded by Ms. Roberts, and approved unanimously (8-0) to approve that after a ten minute break, the Board of Education will adjourn to discuss the sale or lease of real property, the appeal of a residency exception, and a particular student CSE and waiver of disability.

X. ADJOURN

At 11:05pm, a **MOTION** was made by Mr. Canales, seconded by Mr. Matlat, and approved unanimously (8-0) to adjourn Executive Session.

Respectfully Submitted,

Allison Florio

District Clerk