

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

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October 19, 2016

7:30 PM

Board of Education Room

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

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**I. OPENING OF MEETING**

1. **Roll Call**
2. **Call to Order**
3. **Salute to the Flag**
4. **Moment of Silence**
5. **Report from Superintendent of Schools**
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”:  
September 7, 2016 - Work Session  
September 14, 2016 - Executive Session  
September 21, 2016 - Regular Meeting

**II. RECOGNITIONS**

Board of Education Recognition Week

**III. 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**

**IV. CONSENT AGENDA FOR BUSINESS ITEMS 4.A.1. THROUGH 4.A.1.**

**A. Bid Awards**

**4.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 &amp; Title</u>	<u>Action Required</u>
a. B 16-542A Roofing Supplies and Materials	Reject
b. B 16-9A Audio-Visual Supplies – OEM Projector Lamps	Approve
c. B 16-504 Elevator Maintenance, Annual Inspection, Service and Repair	Approve

**PERSONNEL ITEMS**

**V. CONSENT AGENDA FOR PERSONNEL ITEMS 5.A.1. THROUGH 5.C.5.**

**A. Teachers**

**5.A.1. Retirement of Teaching Personnel**

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

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Dates</u>
Rocco, Cynthia	Speech	Samoset	12/31/16

**5.A.2. 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>
McGinley, Mary	Waverly	9/1/16	13-8	13-9	\$2,760.00

**5.A.3. Tenure Appointments for Teaching Personnel**

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

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Effective Date</u>	<u>Increment</u>
Rostkowski, Veronica	Special Education	Seneca	11/8/16	\$254.20

**5.A.4. 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  
 Ahmed, Ruthaba  
 Costello, Alison  
 Esmaelzada, Beth  
 Fleetwood, Stanja  
 Lumley, Emily  
 Romaniello, Alexandra  
 Srivastava, Neelam  
 Wasson, Victoria

**5.A.5. 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>
Barfield, Theresa	10/5/16
Contomanolis, Shelby	9/30/16
DeMaio, Nicole	9/30/16
DeSilva, Julianne	10/6/16
Giacobbe, Dena	10/5/16
McGrath, Kathleen	10/5/16
Poretsky-Mueller, Renee	9/30/16

**B. Teacher Assistants**

**5.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>
Petrelli, Diana	Special Education Teaching Assistant	Samoset Middle School	10/5/16

**C. Support Staff**

**5.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 &amp; Assignment</u>	<u>Service Ends</u>
Slattery, Laurie	Classroom Aide/Cayuga	10/5/16
Treubig, Stephanie	Recreation Aide/Child Care	9/30/16
Vuturo, Josette	3 Hr. FSW/Samoset	10/14/16

**5.C.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 &amp; Assignment</u>	<u>Retirement Date</u>
Gulay, Johanna	Stenographer/D.O. Samoset/Annex/ Curriculum & Instruction	10/31/16 21 yrs., 9 mos.

**5.C.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>
<b><u>Food Service Worker</u></b> Faust, Michelle	10/14/16

**5.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 &amp; Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Carolan, Shannon	Recreation Aide/ Child Care	\$10.38/hr.	10/5/16	None
Faust, Michelle	3 Hr. FSW/Sagamore	\$10.23/hr.	10/17/16	90 days 10/17/16-1/14/17
Vuturo, Josette	4 Hr. FSW/Samoset	\$17.33/hr.	10/17/16	None

**5.C.5. 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>Aide</u>	<u>Service Begins</u>
Mughal, Javeria	10/20/16

**VI. ACTION ITEMS**

**1. Mini Contracts Consent Agenda for Action Items 6.1.3 through 6.1.7.**

**6.1.1. Approval of Field Trip for the 2016-2017 School Year**

Recommended Action: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following field trip for the 2016-2017 school year":

Sachem North High School Model United Nations Club International Conference and Competition

Date: March 10-13, 2017

Location: United Nations Headquarters, New York City

**6.1.2. Approval of Field Trip for the 2016-17 School Year**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following field trip for the 2016-17 school year”:

<u>Date</u>	<u>Location</u>
April 21 - 23, 2017	Washington/Busch Gardens
Sachem High Schools North and East	
Senior students	

**6.1.3. Approval of Agreement with Gerber Tours 2017**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the rider to the agreement between Sachem Central School District and Gerber Tours for the Sachem High School North and East Senior trip to Washington/Busch Gardens on April 21, 2017 to April 23, 2017 to be paid for by the students. This agreement has been reviewed and approved by the school district’s attorney.”

**6.1.4. Approval of Special Education Services Agreements 2016-17**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreements between Sachem Central School District and Central Islip Union Free School District, Connetquot School District, Longwood Central School District, Middle Country Central School District, Patchogue-Medford Union Free School District, Sayville School District, South Country Central School District, Three Village Central School District and William Floyd Union Free School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the Sachem Central School District. Sachem CSD shall be entitled to bill these school districts 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 these agreements shall be from July 1, 2016 through June 30, 2017. These agreements have been reviewed and approved by the school district’s attorney.”

**6.1.5. Approval of Agreement with Proactive Risk Management, Inc. 2016-17**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Proactive Risk Management, Inc. to provide consultation services in connection with a review and audit of the District’s workers’ compensation claim management program. The District shall pay the consultant \$6,700.00 to be paid in nine (9) monthly installments as follows: Eight (8) monthly installments of \$744.00 and the ninth (9<sup>th</sup>) installment payment of \$748.00. Any additional services requested by the District shall be provided at rates to be determined and agreed to by the parties in writing. This agreement shall be in effect for the period of October 1, 2016 through June 30, 2017. This agreement has been reviewed and approved by the school district’s attorney.”

**6.1.6. Approval of Agreement with John A. Grillo Architect, P.C. 2016-17**

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 2016-2017 District Wide Projects. 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. The architect shall provide the following services:

- 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 5% of the actual "Construction Cost." The term of agreement shall be for the period July 1, 2016 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."

**6.1.7. Approval of Agreement with Crest Hollow Country Club at Woodbury, Inc. 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 Crest Hollow Country Club at Woodbury, Inc. for the Sachem High School North Senior Prom to be held on June 21, 2018 to be paid by the students. This contract has been reviewed and approved by the school district's attorney."

**6.1.8. Bullet Aid Resolution**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, \$150,000 in NY State Senate Bullet Aid, to be appropriated as follows":

- An amount of \$26,150 to A2630.00.4902 - To fund a Discover Education subscription through ES BOCES

- An amount of \$8,825 to A2070.00.4400 - To fund “Leader in Me” training and materials.
- An amount of \$115,025 to A1625.30.1723 - Towards funding security guards at High School North and High School East

**6.1.9. DASNY Certification**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education certifies that all funds that will be expended pursuant to the terms entered into between DASNY and Sachem CSD are to be used solely and directly for the public purpose or public purposes described in the preliminary application, project information sheet and GDA. Sachem CSD further certifies that it will utilize the real property, equipment, furnishings, and other capital costs paid for with grant proceeds until such time as Sachem CSD reasonably determines that such real property, equipment, furnishings and other capital costs are no longer reasonably necessary or useful to further the public purpose for which the grant was made.”

**6.1.10. Donation-Nokomis Elementary School ExtraClassroom Activity Fund and Wenonah 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 Nokomis Elementary School Extra Classroom Activity Fund in the amount of \$8,697.78 and a donation from the Wenonah Elementary School PTA in the amount of \$16,000.00. These donations are for the BOCES Performing Arts Code A2111-30-4971.”

**6.1.11. Approval of Coordinators/Proctors for the PSAT Examination**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following appointment of coordinators/proctors for the PSAT examination":

Abate, Maureen  
March, Eileen  
Zummo, Christy

**6.1.12. Approval of Translators/Interpreters for the 2016-17 School Year**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of the following Translators/Interpreters for the 2016-17 school year:”

Tovar-Arteaga, Alex

**6.1.13. Appointment of Leave Replacement Alternate Evening High School Supervisor**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of a leave replacement Alternate Evening High School Supervisor for the 2016-17 school year as follows":

Trombetta, Patti                      Supervisor

**6.1.14. Appointment of DAC Coordinators**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education appoint the following building-level DAC (Dignity Act Coordinator) for the 2016-2017 school year effective October 6, 2016":

**Rescind**

Anthony Mauro                      Hiawatha

**Appoint**

Bob Neufeld                      Hiawatha

**6.1.15. Approval of Winter Coaching Assignments for the 2016-17 School Year**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following Winter Coaching Assignments for the 2016-17 school year:"

**WINTER**

**BOYS BASKETBALL**

East Varsity Basketball - John Finta (East)  
 East JV - Robert Chierichella (North)  
 North Varsity - Matthew Candemeres (Sub)  
 North Varsity Assistant - Pete Cafiso (Seneca)  
 North JV - Brian Schnall (Samoset)

**BOYS MIDDLE SCHOOL BASKETBALL**

Samoset - Shaun Harney (Samoset)  
 Seneca - Brian Harvey (Seneca)  
 Sagamore - Scott Dohrman (Sagamore)

**GIRLS BASKETBALL**

East Varsity - Brent Lawrence (East)  
 East Varsity Assistant - Thomas Erb (East)  
 North Varsity - James Mellor (Samoset)  
 North Varsity Assistant - Melissa Danchalski (Lynwood)  
 North JV - Justin O'Connell (Sagamore)  
 East JV - Jaclyn Savarese (North)

**BOYS BOWLING**

Varsity - Brian Weinstein (Sagamore)

**GIRLS BOWLING**

Varsity - Diane Groneman (East)

**BOYS SWIMMING**

Varsity - Larry Saposnick (East)

Varsity Assistant - Al Scott (OOD)

**BOYS WINTER TRACK**

East Varsity - Scott Kudrick (Grundy)

East Varsity Assistant - Jamie Lee Jones (East)

North Varsity - Joseph Zarcyccki (North)

North Varsity Assistant - William Holl (North)

North Varsity Assistant - Bryan Rogers (Hiawatha)

**GIRLS WINTER TRACK**

East Varsity - Joseph Coffey (East)

East Varsity Assistant - Daniel Schaub (East)

East Varsity Assistant - Ashlee Tran (OOD)

North Varsity - Alex Young (North)

North Varsity Assistant - Danielle Lasher (North)

North Volunteer - Joe Azzato (North)

**WRESTLING**

East Varsity - Isaac Ramaswamy (Samoset)

East Varsity Assistant - Sean O'Hara (East)

East JV - David Cruz (East)

North Varsity - Raymond Pickersgill (North)

North Varsity Assistant - John Aebly (North)

North Junior Varsity - Ray Chopay (North)

**LATE WINTER WRESTLING MS**

Samoset - Matt Golini (Samoset)

Samoset Asst. - Dennis Seickel (Samoset)

Seneca - Charles (Randy) LaBella (Seneca)

Seneca Asst. - Brian Hagan (Tamarac)

Sagamore - Jason Urbancik (Samoset)

Sagamore Asst. - Chris DiIorio (Sub)

**EARLY WINTER - GIRLS MS VOLLEYBALL**

Samoset - Danielle Alexander (Sagamore)

Seneca - Diana Rose (Seneca)

Sagamore - Amanda Schmohl (East)

**LATE WINTER - GIRLS MS BASKETBALL**

Seneca - Brian Harvey (Seneca)

Sagamore - Scott Dohrman (Sagamore)

Samoset - Megan Fleri (Samoset)

**LATE WINTER - BOYS MS VOLLEYBALL**

Samoset - Gene Higgins (Samoset)

Seneca - Matt Rivera (East)

Sagamore - Rob Regan (East)

**6.1.16. Approval of Cullen & Danowski, LLP to review Facilities Department and Special Education**

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 the Facilities Department and the financial operations of Special Education. The estimated fee for these services will not exceed \$20,000.”

**6.1.17. Approval of the 2017-2018 Budget Development Calendar**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the 2017-2018 Budget Development Calendar which has been approved by the school district’s attorney.”

**6.1.18. Approval of Resolution to Rescind Budget Transfer of \$50,000 or Greater**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a resolution to rescind the following budget transfer approved at the October 5, 2016 Board of Education meeting of \$50,000 or greater:”

- One transfer for \$2,019,247 is to account for the closing of Gatelot and Tecumseh Elementary Schools and Sequoya Middle School.

**6.1.19. Approval of Budget Tranfers \$50,000 or Greater**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves budget transfers of \$50,000 or greater:”

- Transfers totaling \$3,914,687 are to account for the closing of Gatelot and Tecumseh Elementary Schools and Sequoya Middle School.

**2. Recommendations from the Committee on Special Education**

**6.2.1. 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”:

10/6, 10/7, 10/11, 10/13, 10/14, 10/17, 10/18, 10/19

**VII. MONTHLY REPORTS****A. Damage & Loss Summary****7.A.1. Damage & Loss Summary**

The summary report reflects damage and loss for the period ending July 2016 and August 2016.

**B. Determinations from the Committee on Preschool Special Education****7.B.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:

10/13, 10/18

**C. Board of Education Sub Committees**

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

**D. 2016-17 Updates to the Board****E. 2016-17 Board Goals***Goal #1 - Provide Safe and Secure Schools*

The Board is dedicated to maintaining a safe, secure and orderly environment where anti-bullying and character education programs will be utilized K-12 to promote positive peer relationships, and successful student learning environments.

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

The Board is committed to implementing a curriculum which incorporates critical thinking, collaboration, creativity and civic responsibility. The curriculum is supported by a K-12 Curriculum Council of educators and administrators. Graduates will be college ready and be prepared for 21<sup>st</sup> century careers.

*Goal #3 - Improve Parent, Community and Staff Communication*

Continue to enhance communication through a variety of print media and technology resources in an effort to be environmentally responsible.

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

Continue to focus on balancing the needs of students with taxpayer sensitivity.

*Goal #5 - Technology Integration*

Curriculum will require students to exhibit a range of functional and critical thinking skills related to information media and technology.

*Goal #6 - Committed to Providing the Staff With the Necessary Tools and Support to Provide the Students With the Highest Quality Education*

Creating an environment conducive to personal and career growth. Encouraging employees to reach their full potential and positively impact the sachem students. Encouraging and empowering employees to think outside of the box, make recommendations for improvement in order to help students reach new levels of success. Encouraging participation in district activities/events aimed at improved employee and student moral and increased community involvement. Making Sachem a great place to work, live and learn.

*Goal #7 - We Are Sachem*

The Board is dedicated to promoting one Sachem family and collaboration amongst our 15 schools. This will support consistent academic programs and activities.

## **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 November 2, 2016 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. ADJOURN**