

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

**November 2, 2016**

**7:30 PM**

**Board of Education Room**

*Approved on 12/21/2016 as written – Official Document*

**I. OPENING OF MEETING**

Members Present:     Anthony Falco, Board President  
                              Robert Scavo, Vice President  
                              Vic Canales  
                              Laura Slattery  
                              Sara Wottawa  
                              Ryan Stahl, Student Member  
                              Jillian Lamia, Student Member

Members Absent:     Teri Ahearn  
                              William Coggin  
                              Mike Matlat  
                              Dorothy Roberts

Also Present:         Kenneth E. Graham, Ed.D, Superintendent of Schools  
                              John O’Keefe, Asst. Supt. for Business  
                              Kristen Capel-Eden, Asst. Supt. for Personnel  
                              Steven Cohen, Ph.D., Interim Asst. Superintendent for Curriculum and Instruction  
                              Anthony Mauro, Ed. D., Interim Asst. Superintendent for Administration  
                              Mary Anne Sadowski, Esq. Ingerman Smith  
                              Allison Florio, District Clerk

**Call to Order**         Meeting held at Samoset MS, was called to order by President Falco at 7:30pm.

**Salute to the Flag**

**Moment of Silence**

**Superintendents Report**

- Election voting locations will remain unchanged from last year. This is inclusive of Gatelot and Tecumseh Elementary Schools.
- Both Sachem HS North and East will be having their drama productions this weekend:
  - Sachem North – Antigone on 11/4 and 11/5 at 7:30pm
  - Sachem East – Seasonal Allergies on 11/4 and 11/5 at 7:30pm
- Student-athletes are continuing to advance into playoffs. Visit [www.sectionxi.org](http://www.sectionxi.org) for detailed schedule information.
- Sachem Marching Band took 2<sup>nd</sup> place in the Large School 3 Class during the 43<sup>rd</sup> Annual NY State Field Band Conference Championship in the Carrier Dome.
- The next “Superintendent’s Office Hours” is approaching....Thursday, November 17<sup>th</sup> from 9-10am at Sachem North
- Smart Schools Investment Plan survey is now posted on the district website.
- District Administration is recommending to the Board that the Budget Advisory Committee conduct a review of capital equipment needs/requests, as well as a review of facility usage. A review of these areas would be beneficial in budget preparation.

**II. RECOGNITIONS**

National Merit Semi-Finalists  
 National Merit Commended Students  
 New York State Education Department Youth Advisory Panel appointment

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

None.

**BUSINESS ITEMS**

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

**A. TREASURERS REPORT**

**4.A.1. Treasurer's Report**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the monthly cash reconciliation report as of August 31, 2016 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 **August 31, 2016** as submitted by the District Treasurer, Diane Kollmer.”

**Treasurer’s Report**

**Revenues**

**Expenditures**

**Balance Sheets** (as of August 31, 2016)

**B. Bid awards**

A **MOTION** was made by Mr. Canales, and seconded by Mr. Scavo, and approved unanimously (5-0), to **TABLE** the following bid award:

**4.B.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:

	<b><u>RFP/Bid Number &amp; Title</u></b>	<b><u>Action Required</u></b>
2	R 16-40A Real Estate Broker Services	<b><i>TABLED</i></b>

**PERSONNEL ITEMS**

**V. CONSENT AGENDA FOR PERSONNEL ITEMS 5.A.1 THROUGH 5.B.6.**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to approve the consent agenda for personnel items 5.A.1. through 5.B.6.

**A. Teachers**

**5.A.1. Salary Changes for Teaching Personnel**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to 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>
Lawrence, Brent	East	9/1/16	8-7	8-8	\$2,760.00
Lawrence, Brent	East	9/1/16	8-8	8-9	\$2,760.00
DiJorio, Kelly	Seneca	9/1/16	5-6	5-7	\$2,509.00

**5.A.2. Ten Year Increment for Teaching Personnel**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to approve the ten year increments for teaching personnel as follows:

<u>Name</u>	<u>School</u>	<u>Date</u>	<u>Amount</u>
Rovere, Tasha	North	9/1/16	\$300.00
Giron-Schook, Jennifer	East	12/6/16	\$195.00

**5.A.3. Approval of Substitute Teachers**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to approve the substitute teacher list as follows:

- Name**
- Berberich, Lorianne
- Brennan, Daniel
- Euler, Alexandra
- Kornheiser, Randi
- Kuhlmeier, James
- LoPreto, Julianne
- Tonso, Jennifer
- Trepiccione, Kaitlyn

**5.A.4. Termination/Resignation of Substitute Teachers**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to approve the termination/resignation of substitute teachers as follows:

<u>Name</u>	<u>Date</u>
Hunter, Jennifer	10/21/16

**B. Support Staff**

**5.B.1. Resignation of Support Services Personnel (All Civil Service Classifications)**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to 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>
Loeb, Sandra	Special Ed Aide/Waverly	11/2/16
Murphy, Judith	Recreation Aide/Child Care	10/17/16

**5.B.2. Retirement of Support Services Personnel (All Civil Service Classifications)**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to 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>
Mark, Donald	Head Custodian /Nokomis	11/5/16 7yrs., 6mos.

**5.B.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 Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), 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>Clerical</u> Seiter, Clara	11/2/16

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to approve the probationary appointments of support services personnel (competitive) as follows:

<u>Name</u>	<u>Position &amp; Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Dereli, John*	Head Custodian/ Nokomis	\$61,364	11/07/16	None
Loeb, Sandra**	Provisional School	\$21,813.35	11/3/16	None

	Communications			
	Aide/Grundy/Nokomis			
Seiter, Clara*	Contingent Clerk	\$46,253	11/3/16	None
	Typist/OSS			

\*Recalled from the Civil Service Preferred Eligibility List  
 \*\*As per Civil Service Law there is no probationary period for a provisional appointment

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to 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>
Traina, Brittney	Recreation Aide/ Child Care	\$10.38/hr.	11/2/16	None

**5.B.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 Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to approve the substitute support services personnel (exempt, labor and non-competitive) as follows:

<u>Name</u>	<u>Service Begins</u>
<u>Nurse</u> Saladino, Stacey	11/3/16

**VI. ACTION ITEMS**

**1. MINI CONTRACTS CONSENT AGENDA FOR ACTION ITEMS 6.1.1 THROUGH 6.1.6**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the consent agenda for action items 6.1.1 through 6.1.6.

**6.1.1. Approval of Agreement with Wilson Language Training Corporation 2016-17**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the rider to the agreement between Sachem Central School District and Wilson Language Training Corporation as an In-District Trainer. This will be paid for by an Office of Student Services grant. The amount of funds allocated is \$7,580.00 for training for General Education workshops and Special Education workshops. This agreement shall be in effect from July 1, 2016 until June 30, 2017. This contract has been reviewed and approved by the school district's attorney."

**6.1.2. Approval of Agreement with Seneca Consulting Group, Inc. 2016-17**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the agreement between Sachem Central School District and Seneca Consulting Group, Inc. to provide consulting services concerning compliance with the Affordable Care Act (ACA). The District shall pay the Consultant:

\$10,500 for ongoing ACA Administration;  
\$5,000 for IRS reporting;  
\$1.25 per form for IRS Reporting, Printing & Mailing, at written request of the District; and  
\$275 per hour for Consulting Services outside Scope of Services, at the written request of the District.

This agreement shall be in effect for the period July 1, 2016 through June 30, 2017. This agreement has been reviewed and approved by the school district's attorney."

**6.1.3 Approval of Agreement with Scope Education Services 2016-17**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the agreement between Sachem Central School District and SCOPE Education Services for two hundred fifty two (252) students in a pre-kindergarten program which will be housed at the Cayuga, Gatelot, Merrimac, Nokomis, Tamarac and Wenonah Elementary Schools. The funds for the pre-kindergarten placement are appropriated by grant through the State of New York. The grant amount is \$599,400.00. The term of this agreement shall be from September 1, 2016 to and including June 30, 2017. This agreement has been reviewed and approved by the school district's attorney."

**6.1.4. Approval of License and Operating Agreement with Scope Education Services 2016-17**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the License and Operating agreement between Sachem Central School District and SCOPE Education Services to provide available space for the operation of a PreSchool Program at Cayuga, Gatelot, Merrimac, Nokomis Tamarac and Wenonah Elementary Schools. SCOPE Education Services shall be permitted to use these locations for the provision of its Four-Year Old PreSchool Program from Monday through Friday. The district shall provide classroom space for the operation of the Program at no expense to SCOPE. The term of this agreement shall commence September 1, 2016 and end on June 30, 2017. This agreement has been reviewed and approved by the school district's attorney."

**6.1.5. Approval of Agreement with Music Theatre International**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the agreement between Sachem Central School District and Music Theatre International to provide show kits, pay a royalty fee and non-refundable materials fee for the production of Thoroughly Modern Millie Jr at Samoset Middle School. The cost of \$590.00 will be paid for by the District Office for Music and Art."

**6.1.6. Approval of Agreement with Heather Davidson, Au.D. 2016-17**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the agreement between Sachem Central School District and Heather Davidson, Au.D. to provide hearing aid and FM (frequency modulated) support services. The cost is \$175.00 per hour. This agreement shall be in effect for the period July 1, 2016 to June 30, 2017. This contract has been reviewed and approved by the school district’s attorney.”

**6.1.7. Title VII & Title IX Interim Alternate Compliance Officer**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Mr. Scavo, and approved unanimously (5-0), to approve the appointment of Steven R. Cohen, Ph.D. as Title VII and Title IX Interim Alternate Compliance Officer commencing November 3, 2016.

**6.1.8. Appointment of Individual Nurses for the 2016-17 School Year**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Mr. Canales, and approved unanimously (5-0), to approve the appointment of the following Individual Nurses for the 2016-17 school year:

Saladino, Stacey

**6.1.9. Approval of Sixth Period Stipend for the 2016-17 School Year**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to approve the following employee to receive a stipend for teaching a sixth period for the 2016-17 school year:

East	Figuroa, Noel	English	1.1
East	Meadows, Ana	LOTE	1.2

**6.1.10. Approval of District Wide Lifeguards**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Ms. Slattery, and approved unanimously (5-0), to approve the following personnel as District Wide Lifeguards for the 2016-17 school year as follows:

Buckley, Taylor

**6.1.11. Approval of Winter and Fall Coaching Assignments for 2016-17 School Year**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the following Fall and Winter Coaching Assignments for the 2016-17 school year:

**Fall/Winter**

**Arrowettes**

Seneca - Kimberly Desz (OOD)

**Winter**

**Girls Basketball**

Rescind North Varsity - James Mellor (Samoset)

Rescind North JV - Justin O’Connell (Sagamore)

North Varsity - Justin O'Connell (Sagamore)

Boys Winter Track

East Varsity Assistant - Mike Mastrogiacomo (North)

Girls Winter Track

North Varsity Assistant - Cailey Wood (OOD)

Boys Basketball

East Varsity Assistant - Dan Candemeres (OOD)

**6.1.12. Appointment of Marching Band Personnel for the 2016-17 School Year**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the appointment of Ancillary Marching Personnel to be paid a rate of 100 units as per the SCTA Memorandum of Agreement for the 2016-17 school year":

Noreen LaNasa  
Monica Mattesi

**6.1.13. Approval of Contract - Director of Information Systems**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to approve the following resolution:

BE IT RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education to execute an employment agreement with Matthew DeMeo for the period July 1, 2015 to June 30, 2017.

**6.1.14. Approval of Contract - School Business Administrator**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Canales, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the following resolution:

BE IT RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education to execute an employment agreement with Ronald Sacks for the period July 1, 2015 to June 30, 2017.

**6.1.15. Approval of Contract - Director of Personnel**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the following resolution:

BE IT RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education to execute an employment agreement with Stacie Spatafora-DiCio for the period July 1, 2016 to June 30, 2017.



**6.1.16. Approval of Amendment to the Agreement with Sunshine Alternative Education Center, Inc. 2016-17**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, and seconded by Mr. Canales, and approved unanimously (5-0), to approve the amendment to the agreement between Sachem Central School District and Sunshine Alternative Education Center, Inc. to add the following rates for services:

- An additional fee of \$75.00 will be charged if the provider is required to pick up or drop off regents' tests. There will be no additional charge if the District provides the service.
- \$75.00 per hour - Additional time required on regents tests as stated in their IEP.

All other terms and provisions shall continue in full force and effect during the term of July 1, 2016 to June 30, 2017. This amendment has been reviewed and approved by the school district's attorney.

**6.1.17. Donation - Mr. Chris Moran**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Wottawa, and approved unanimously (5-0), to accept with gratitude, a donation from Mr. Chris Moran, a former Sachem resident, in memory of his father Robert E. Moran, of nine (9) boxes containing 1,296 Elmer's glue sticks/glue pens to be evenly distributed to the ten elementary schools. The value of the donation is approximately \$2,916.00."

**6.1.18. Donation - Nokomis Elementary School PTA**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Wottawa, and approved unanimously (5-0), to accept with gratitude, a donation from the Nokomis Elementary School PTA in the amount of \$3,067.32. This donation is for the BOCES Performing Arts Code A2111-30-4971.

**6.1.19. Donation - Tamarac Fathers' Club**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Mr. Canales, and approved unanimously (5-0), to accept with gratitude, a donation from the Tamarac Fathers' Club of a digital LED sign for Tamarac Elementary School to be installed by Sachem Facilities staff. The value of the donation is approximately \$15,394.00.

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

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve budget transfers of \$50,000 or greater:

- Transfers totaling \$982,875.00 Are to move TITLE I, TITLE II and Teacher Center Funds from the General Fund to the Special Aid Fund.
- Transfers totaling \$2,537,041.00 are to move 611 and 619 Grant Professional salaries from the General Fund to the Special Aid Fund.
- Transfers totaling \$1,163,244.10 are to balance faculty salary codes.

**VII. RECOMMENDATIONS FROM THE COMMITTEE ON SPECIAL EDUCATION****7.1. Recommendations from the Committee on Special Education**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Slattery, and seconded by Ms. Wottawa, and approved unanimously (5-0), to approve the recommendation of the Committee on Special Education for the following meetings:

10/20, 10/21, 10/24, 10/25, 10/26, 10/27, 10/28, 11/1, 11/2

**VIII. MONTHLY REPORTS****A. Damage & Loss Summary****8.A.1. Damage & Loss Summary**

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

**B. Determinations from the Committee on Preschool Special Education****8.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:

10/20, 10/25, 10/27, 11/1

**C. Board of Education Sub Committees**

*Sachem Legislative Committee*- The Board heard comments from Ms. Platin and Mr. Nicosia. The Legislative Committee is looking to hold a 'Town Hall' style meeting this coming winter, possibly February. More details to come.

**IX. CLOSING****Visitors (Each visitor will be limited to 3 minutes)**

The Board heard comments and concerns from a member of the audience.

**Next Meeting**

The next Regular Board meeting of the Board of Education will be held on November 16, 2016 at 7:30 PM in the Board Room at Samoset Middle School.

**X. EXECUTIVE SESSION**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Ms. Wottawa, and seconded by Mr. Scavo, and approved unanimously (5-0) to convene into Executive Session at 7:59 pm to discuss the personnel updates. Mr. Coggin arrived into Executive Session at 8:50pm.

**XI. ADJOURN**

Upon the recommendation of the Superintendent of Schools, a **MOTION** was made by Mr. Scavo and seconded by Mr. Canales and approved unanimously (6-0) to adjourn Executive Session at 9:40pm.

Respectfully Submitted,

*Allison Florio*  
District Clerk