

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

**December 5, 2012**

**7:30 PM**

**Board of Education Room**

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

**I. OPENING OF MEETING**

- A. Call to Order**
- B. Salute to the Flag**
- C. 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.

**III. BUSINESS ITEMS**

**A. Bid Awards**

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>
<b>a.</b>	B 12-302G Diplomas-Diploma Covers-Diploma Seals	Approve
<b>b.</b>	B 12-304G Graduation Seals	Approve

**IV. PERSONNEL ITEMS**

**Consent Agenda for Personnel Items 4.A.1. through 4.D.**

**A. Teachers**

**4.1.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>
Carew, Amanda	Special Education	Waverly	Child Care Leave	12/5/12-1/27/13
Grossi, Johanna	Kindergarten	Cayuga	Child Care Leave	12/5/12-6/30/13
Kay, Deena	GATE	Cayuga	Child Care Leave	1/16/13-6/30/13
Matuza, Deborah	English	East	Child Care Leave	12/5/12-1/27/13
Silva, Nicole	Social Work	Grundy	Child Care Leave	12/5/12-1/27/13

**4.1.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>
Carey, Siobhan	Sagamore	8/30/12	4-2	4-4	4,773.00
Marino, Christine	Seneca	8/30/12	4-6	4-7	2,385.00
Marlowe, Monica	Sachem North	8/30/12	4-7	4-8	2,388.00
Santoriello, Christina	Samoset	8/30/12	2-4	2-5	2,386.00
Schaentzler, Richard	Sachem North	8/30/12	8-8	8-9	2,625.00
Stephens, Craig	Sachem East	8/30/12	5-5	5-6	2,385.00
Wrightson, Jacquelyn	Sachem North	8/30/12	2-6	2-7	2,385.00

**4.1.A.3. Ten Year Increment for Teaching Personnel**

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

<u>Name</u>	<u>School</u>	<u>Date</u>	<u>Amount</u>
Baker, Bridget	Cayuga	10/1/12	\$255
Doberman, Meryl	Samoset Annex	10/1/12	\$255
Oliver, Rochelle	Sequoya	10/1/12	\$255
Capuano, Melissa	Samoset	10/4/12	\$255
Melito, Jennifer	Samoset	10/4/12	\$255

Sigillo, Tara	Hiawatha	10/8/12	\$255
Hagerman, Kristin	Tamarac	10/16/12	\$240
Lawler, Melissa	Lynwood	10/17/12	\$240
Cosenzo, Jessica	Wenonah	10/22/12	\$240
Kaparos, Karen	Wenonah	10/24/12	\$240
Troise, Tricia	Tecumseh	10/25/12	\$240
Collins, Kevin	Sequoia	10/29/12	\$240
Furey, Debra	Chippewa	11/5/12	\$225
Rogers, Christine	Hiawatha	11/16/12	\$210
Devine, Kathleen	Waverly	12/1/12	\$195
Murphy, Kimberly	North	12/10/12	\$195
Degen Bryann	Grundy	12/11/12	\$195
Mongiello, Thomas	North	12/11/12	\$195
Satterfield, Christal	Lynwood	12/14/12	\$195
Roell, Carolyn	North	12/18/12	\$180

#### **4.1.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**

Abbene, Pamela  
 Bender, Victoria  
 Boltwood, Robert  
 Buevas-Kritas, Laurie  
 Delloso, Mark John  
 Felton, Danielle  
 Gurney, Jamie Lynn  
 Heller, Laura  
 Iredell, Todd  
 Lorandini, Maria Elena  
 Marando, Melissa  
 Olsen, Michael  
 Pastore, Joseph (HT)  
 Schmidt, Kara  
 Sembach, Courtney  
 Starr, Loriann  
 Stumme, Peter  
 Toner, Jocelyn  
 Westhoff-Smejck, Elizabeth

**4.1.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>
Dorsi, Keri	11/1/12
Hecker, Kathleen	11/1/12
Sciacca, Cheryl	11/1/12
Tomiselli, Angela	11/1/12
Voutsinas, Katerina	12/1/12

**B. Teacher Assistants/Interpreters**

**4.1.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>
Tobin, Nicole	Special Education Teaching Assistant	Grundy	11/21/12

**C. Support Staff**

**4.1.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>
Antonacci, Christine	Hall Monitor/Sagamore	10/26/12
Cook, Linda	Hall Monitor/North	11/20/12
Hartmann, Edward	Campus Security/North	06/30/12
Marsteller, Denise	Office Aide/Chippewa	11/20/12
O’Halleran, Debra	Hall Monitor/East	10/26/12

**4.1.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>
DiLeo, John	Head Custodian/Nokomis	02/09/13 15 yrs., 10 mos.
DeLauro, Linda	Campus Security/District Wide	12/22/12 14 yrs., 3 mos.
Lilja, David	Head Custodian /Hiawatha	01/31/2013 31 yrs
Lippis, Peter	Groundskeeper I/Facilities	12/31/12 38 yrs, 2 mos.

**4.1.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>Clerk Typist</u></b>	
Colson, Doris	11/21/12
<b><u>Food Service Worker</u></b>	
Molinari, Dawn Lynn	11/30/12
<b><u>Nurse</u></b>	
Nicosia, Catherine	11/20/12

**4.1.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>
Colson, Doris	Office Aide/Tecumseh	\$8.90/hr.	11/26/12	None
Cook, Linda	Special Ed. Aide/Tecumseh	\$11.35/hr.	11/21/12	None
Gargiulo, Eileen*	Hall Monitor/Sagamore	\$8.90/hr.	12/05/12	None
Marsteller, Denise	Special Ed. Aide/Chippewa	\$11.35/hr.	11/21/12	None

Nicosia, Catherine	Registered Nurse/ Hiawatha	\$43,228	11/21/12	26 weeks 11/21/12 - 05/22/13
Robischung-Walsh, Tracey	Hall Monitor/North	\$8.90/hr.	12/05/12	None

\*Conditional appointment in accordance with recent modification to the Project SAVE legislation, effective August 10, 2001.

**4.1.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>Service Begins</u>
<u>Aide</u>	
Lopez, Jill*	11/21/12
Zieman, Teresa	12/05/12

\* Conditional appointment in accordance with recent modification to the Project SAVE legislation, effective August 10, 2001.

**D. Resolution to Appoint Emergency Conditional Appointments**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education re-appoint those individuals as listed in enclosure who have been previously appointed on an emergency conditional basis in accordance with chapter 147 of the Laws of 2001.”

**V. ACTION ITEMS**

**A. Mini Contracts Consent Agenda for Action Items 5.A.1. through 5.A.3.**

**5.A.1. Approval of Special Education Services Agreement-Patchogue-Medford School District**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Patchogue-Medford 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, but reside in the Patchogue-Medford School District. Sachem CSD shall be entitled to bill Patchogue-Medford SD 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, 2011 through June 30, 2012. This agreement has been reviewed and approved by the school district’s attorney.”

**5.A.2. Approval of Focused Fitness, L.L.C.**

RECOMMENDED ACTION: “that upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Focused Fitness, L.L.C. to furnish the necessary personnel, equipment, material, and/or services to perform the work regarding the Carol M. White Physical Education Program Grant from the Department of Education. This agreement shall become effective on October 1, 2012 and will expire on September 30, 2013. The Focused Fitness Budget includes the following:

- Program Curriculum Development
  - Data Collection for Quantitative and Qualitative Evaluation
  - K-12 Staff Development
  - Curriculum Training Staff Development
  - Fab 5 Afterschool Program Training
  - Fab 5 Early Learners Fitness (ELF) Program Training
- Compensation for services shall be based on the budget in Attachment A of the agreement as outlined in the awarded grant budget request. This agreement has been reviewed and approved by the school district’s attorney.”

**5.A.3. Approval of Special Education Provider for Section 611 and Section 619 Grants**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement for receipt of IDEA Flow-Through Funding between Sachem Central School District and The Opportunity Pre-School as a special education provider for the 611 and 619 grants. The costs associated are in accordance with the IDEA section 611 and section 619 federal funds consistent with federal and state statutes. The term of this agreement shall be September 1, 2012 through June 30, 2013 for a ten (10) month program or July 1, 2012 through June 30, 2013 for a twelve (12) month program. This contract has been reviewed and approved by the school district’s attorney.”

**5.B.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”:

11/15/12, 11/16/12, 11/19/12, 11/20/12, 11/21/12, 11/26/12, 11/27/12,  
11/28/12, 11/29/12, 11/30/12, 12/3/12, 12/4/12, and 12/5/12.

**5.C. Appointment of Robert B. Lutz, MD MPH**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Robert B. Lutz, MD MPH to provide on-site qualitative evaluations depending on year of PEP grant to include:

- Focus groups with teachers and students
- Completion of SOFIT protocols of PE classrooms
- In-depth interviews with school administrators
- Document review
- The consultant will receive data from Professional Development provider that will allow for adaptation of the above-mentioned research protocols
- The consultant will analyze data and create reports as required including annual extended report and summary report to be used to develop trainings
- The consultant will participate in project planning especially with regard to evaluation activities with grant coordinators and manager and Professional Development provider
- The consultant will communicate frequently as required to perform evaluation activities in a timely and effective manner
- The consultant will coordinate closely with the quantitative evaluator on research development and analysis of findings

The cost for these services is \$10,000 to be paid from the Carol M. White PEP grant. This agreement shall be in effect for one year from the date of signing. This contract has been reviewed and approved by the school district's attorney."

**5.D. Appointment of Alternate Evening High School Staff**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board approve the appointment of the following Alternate Evening High School staff for the 2012-13 school year":  
Scholz, Joseph

**5.E. 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 approve the agreement between the Sachem Central School District and Robert Neufeld to act as the Interim Elementary Principal at Lynwood Elementary School effective 11/26/12 at the daily rate of \$625."



**5.F. Approval of Global Compliance Network, Inc.**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the purchase of an unlimited tutorials package from Global Compliance Network, Inc. which provides online Human Resources, OSHA and Professional Development for a complete twelve (12) months. The cost of this unlimited tutorials package is \$1,400 and will be paid through the General Fund (Non-Instructional Personnel Office).”

**5.G. Approval of Music Theatre International**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between the 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 The Musical Adventures of Flat Stanley Jr. at Cayuga Elementary School. The cost is \$635.00 which will be paid for by the Cayuga Drama Club.”

**5.H. Approval of Mileage Reimbursement Rate**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the standard mileage reimbursement rate of 56.5 cents per mile for business miles driven effective January 1, 2013 as determined by the IRS.”

**5.I. Approval of Winter Athletic Teams - Overnight Trip**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following Winter Athletic Teams overnight trip:

- Sachem North and East Girls Varsity Winter Track & Field teams would like to attend the 2012 Rhode Island Classic Invitational in Providence, Rhode Island on December 28-29, 2012.

\*\* Please find the attached memo/itinerary containing details of the trip. There will be no cost to the district for this overnight trip.

**5.J. Approval of Grant Money from MSG Varsity Network**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the receipt of two \$1,000.00 checks from MSG Varsity Network. This money will be used to award two scholarships in the amount of \$1000.00 each to a Sachem High School North student and a Sachem High School East student. MSG Varsity Network provides television and online coverage by highlighting the daily triumphs and achievements of Sachem High School students.”

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

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

- One transfer for \$250,000 is to cover a negative balance in Contract Transportation because the bid for transportation was lower utilizing Towne Bus than BOCES
- One transfer for \$123,856 is for salary changes for teaching personnel approved at the September 19, 2012 Board of Education meeting

**5.L. Appointment of Ed Miller to Temporary Plant Facilities Administrator**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Ed Miller to temporary Plant Facilities Administrator effective January 8, 2013 and until Mike Bergin is able to resume his normal duties.”

**5.M. Approval of Physician Assignments**

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

RESOLVED, that the following physicians be appointed to serve as school medical officers of this district at the pleasure of the Board of Education during the school year 2012-13. (Educ. Law 902, 1709-21; Comm’s. Reg. 136.2)

**Island Urgent Medical Care, PC**

**465 Blue Point Road, Farmingville**

Inclusive, but not limited to:

Dr. Paul Cohen

Annmarie Badagliacca, PA

*Please note that Island Urgent Medical Care, PC has acquired the practice of previously Board approved Dr. Alan Studley*

**Stony Brook Orthopaedic Associates      14 Technology Dr, Suite 11, E. Setauket**

Inclusive, but not limited to:

James Paci, MD\*

Angelo Rizzi, PA-C\*

James Penna, MD\*

Jennifer Castelli, PA-C\*

The school physician fees for the 2012-2013 school year will be at the rate of \$10.00 per pupil examination, \$22.00 for all authorized adult examinations, \$45.00 per CSE examinations, \$12.00 per examination for employment certificates, and \$11.00 per examination for Department of Labor Work Certificates.

The physicians assigned to be in attendance at football games will receive \$175.00 per game.

The physicians assigned to be in attendance at Committee for Special Education Meetings will receive \$120.00 per session.

The physicians assigned to conduct OSHA physicals for employees involved in asbestos abatement receive \$125.00 per physical.

\*No adult physicals

\*\*Sports physicals as needed

\*\*\*OSHA physicals

## **VI. MONTHLY REPORTS**

### **6.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:

11/15/12, 11/16/12, 11/19/12, 11/20/12, 11/27/12, 11/28/12,  
11/29/12, and 12/5/12

### **6.B. Damage & Loss Summary**

The summary report reflects damage and loss for the month ending October, 2012.

## **VII. PRESENTATION/DISCUSSIONS**

### **A. Loss of Seven Instructional Days**

**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 Wednesday, December 19, 2012 at 7:30 p.m. 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**