

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

December 19, 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. Approval of Minutes

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following minutes:

November 14, 2012 - Regular Meeting
November 19, 2012 - Special Meeting

III. RECOGNITIONS

National Merit Scholarship Commended Students
NYSATA Art Teacher of the Year - Loretta Corbisiero
All State Musicians

IV. 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.

V. BUSINESS ITEMS

Consent Agenda for Business Items 5.A.1 through 5.B.1

5.A.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 September 30, 2012 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 September 30, 2012 as submitted by the District Treasurer, Diane Kollmer.”

Treasurer’s Report
Revenues
Expenditures
Balance Sheets (as of September 30, 2012)

5.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:

	<u>RFP/Bid Number & Title</u>	<u>Action Required</u>
a.	B 12-76C Rebid Stage Curtain Cleaning & Fireproofing	Approve
b.	B 12-402N Nutritional Education Supplies	Approve

5.B.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.	Bid # 2012-40 Emergency Roof Repair - Grundy Elementary School	Reject

VI. PERSONNEL ITEMS

6.A. 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 December 5, 2012, 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”:

Consent Agenda for Personnel Items VI.B.1 through VI.E.1

B. Teachers

6.B.1. Leave Replacements Appointments of Teaching Personnel

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

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Erlitz, Chad	Elementary	Sagamore MS	1-1	12/12/12-6/30/13

6.B.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>
Baumiller, Kurt	Sachem North	8/30/12	12-8	12-9	2,625.00
Lipani, Thomas	Wenonah	8/30/12	8-5	8-6	2,626.00
Marek, Laura	Sagamore	8/30/12	7-4	7-5	2625.00

6.B.3. 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

- Annarumma, Lauren
- Berman, Deena
- Brown, Amanda
- Burk, Morgan
- Cahill, Jessica
- Capanzano, Jared
- DeVita, Meagan
- DiBernardo, Tara
- Fickbohm, Michael
- Fucaloro, Lori
- Krivosta, Alexis
- McIntosh, Katie
- McNally, Shannon
- Mildbrandt, Jennifer
- Nicolazzi, Nicole
- O’Reilly, Meagan
- Pianelli, Jennifer
- Pierrepont, Jeannette
- Piotrowski, Sean
- Ribaud, Robert
- Seigneuray, Christopher
- Van Yahres, Alyssa
- Warren, Grace

6.B.4. 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”:

Name

- Fredrickson, Nadine
- Sembach, Courtney

Date

- 12/4/12
- 12/3/12

C. Teacher Assistants/Interpreters

6.C.1. Probationary Appointments of Teaching Assistant/Interpreters

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

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Kuveke, Douglas	Special Education Teaching Assistant	Waverly	2-3	12/20/12-9/6/14

6.C.2. Appointment of Leave Replacement Teaching Assistant/Interpreters

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

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Lechnyk, Suann	Special Education Teaching Assistant	Chippewa	1-3	12/4/12-6/30/13
Vartanian, Justin	Special Education Teaching Assistant	Sachem East	1-3	12/13/12-6/30/13

D. Support Staff

6.D.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>
Montalbano, Thomas	Head Custodian/Tecumseh	01/27/12
Proscia-Capodiecici, Maria	Hall Monitor/Sequoya	12/14/12

6.D.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 & Assignment</u>	<u>Retirement Date</u>
Burns, Carol	Sr. Stenographer/Superintendent’s Office	01/02/13 29 yrs.
Pritchett, Mary	Attendance Aide/North	01/31/13 26 yrs., 5 mos.
Scheel, Arthur	Bus Driver/Transportation	01/31/13 5 yrs

6.D.3. Leave of Absence 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 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>
Montalbano, Thomas	Custodian/Tecumseh	Personal	01/27/12

6.D.4. Return from a Leave of Absence of Support Services 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 support services personnel as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Reason</u>	<u>Dates</u>
Montalbano, Thomas	Custodian/TBD	Personal	01/02/13

6.D.5. 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>
Montalbano, Thomas	Custodian/TBD	\$53,286	01/27/12	None
Sneed, Myra*	Hall Monitor/East	\$8.90/hr.	12/05/12	None

E. Child Care**6.E.1. Child Care Program Appointments**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the child care appointments as follows”:

<u>Name</u>	<u>Position</u>	<u>Rate of Pay</u>	<u>Date</u>
Fortunato, Jackie	Asst. Group Leader	\$11.56/hr	12/19/12

VII. ACTION ITEMS**A. Mini Contracts**

Consent Agenda for Action Items 7.A.1. through 7.A.9.

7.A.1. Approval of Agreement Between A. Fagin and K. Santucci, Dignity Act Coordinator Training

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between A. Fagin and K. Santucci of Child Abuse Prevention Services (CAPS) and Sachem Central School District to present Dignity Act Coordinator Training at Samoset Administrative Offices for thirty six (36) attendees on January 3, 2013. The cost of this training is \$800. Due to the date of the training, prior Board of Education approval is needed before receipt of the agreement. The agreement is subject to school district attorney approval.”

7.A.2. Approval of Legal Interpreting Services

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Legal Interpreting Services to provide translation and interpreting services to designated students. The rate sheet for 2012-2013 is attached. This agreement is subject to school district attorney approval.”

7.A.3. Approval of Approved 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 Kids in Action of L.I. Inc. 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.”

7.A.4. Approval of Mosaic School

RECOMMENDED ACTION: “that upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Mosaic School to provide adequate instruction, related services and/or a facility to students during the school year. Sachem CSD shall pay to Mosaic School, for each child, the annual, twelve (12) month tuition rate of \$85,000. The term of this agreement is for the period July 1, 2012 to June 30, 2013. This contract has been reviewed and approved by the school district’s attorney.”

7.A.5. Approval of Special Education Services Agreement, South Huntington UFSD

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and South Huntington Union Free School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the South Huntington Union Free School District, but reside in the Sachem Central School District. South Huntington UFSD shall be entitled to bill Sachem CSD 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, 2012 through June 30, 2013. This agreement has been reviewed and approved by the school district’s attorney.”

7.A.6. Approval of WageWorks, 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 WageWorks, Inc. for the district’s flexible spending account (FSA). There is no cost to the school district for services. This agreement shall be in effect January 1, 2013 and continue until September 30, 2013 and may be renewed for additional one year terms. This agreement has been reviewed and approved by the school district’s attorney.”

7.A.7. Approval of Side Letter of Agreement with Sachem Supervisor's Association

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the side letter of agreement between Sachem Central School District and the Sachem Supervisor’s Association. On October 26, 2012 Governor Cuomo declared a State of Emergency with respect to Hurricane Sandy. Sachem CSD was closed on October 29, 30, 31, November 1, 2, 5 and 8, 2012 as a result of Hurricane Sandy. Michael Bergin, John Conway and Ed Miller worked extended days during this time when school was closed to prepare for the reopening of school and to operate the emergency shelter at Sachem High School East. These employees shall be permitted to cash in the following unused vacation days at 1/260th of their salary for the 2012-13 year only:

Ed Miller	13 Vacation Days
Michael Bergin	12 Vacation Days
John Conway	6 Vacation Days

This agreement has been reviewed and approved by the school district’s attorney.”

7.A.8. Approval of Herff Jones

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 Herff Jones to provide Class of 2013 Yearbooks for Sachem High School East. The cost for this service is \$42,800 for 600 copies to be paid for by the students.”

7.A.9. Approval of Health and Welfare Service Agreement, East Islip 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 East Islip School District to provide

health and welfare services to students who reside in the Sachem Central School District. The rate for this service is \$795.79 per student. The term of this agreement shall be from September 5, 2012 through June 30, 2013. This agreement has been reviewed and approved by the school district's attorney."

7.B. 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":

12/6/12, 12/7/12, 12/11/12, 12/12/12, 12/13/12, 12/14/12, 12/17/12, 12/18/12, and 12/19/12.

7.C. Approval of Donation - V & J Auto Body Inc.

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, a \$300.00 donation from Mr. John Cacciatore, owner of V & J Auto Body Inc., to the Seneca Drama Club. This money will be used towards purchasing items that will be used as raffles during the play."

7.D. Adoption of Revised Policy #4321.5 – 2nd Reading

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education adopt as a second reading revised Policy #4321.5, Confidentiality and Access to Individualized Education Programs, Individualized Education Services Programs and Service Plans - Second Reading.

7.E. 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>Club/Activity</u>	<u>Advisor</u>
Hiawatha	Kids Who Care "B"	Michelle Bozzanca/Nancy Keane
Hiawatha	Newspaper Club "B"	Nancy Keane
Hiawatha	Student Council "A"	Alexandra Lewis/Christine Rogers
North	D.E.C.A.	Melanie Akerberg

7.F. Approval of Empire Blue Cross Blue Shield HMO Renewal Rates

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Empire Blue Cross Blue Shield HMO renewal rates. The monthly premium for individual coverage will be \$1,021.58 and the monthly premium for family coverage is \$2,656.11. These renewal rates shall remain in effect from January 1, 2013 through December 31, 2013.”

7.G. Stipulation of Agreement - Instructional Employee

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve a Stipulation of Agreement, dated December 5, 2012, between the Sachem Central School District and an instructional staff member, whose identity has been made known to the Board in Executive Session, regarding a personnel matter”:

7.H. Appointment of Citizens' Advisory Audit Committee Member

RECOMMENDED ACTION: that upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Joseph Storzinger as an active member of the Citizens' Advisory Audit Committee.”

7.I. Disciplinary Suspension

RECOMMENDED ACTION: that upon the recommendation of the Superintendent of Schools, the Board of Education adopt 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 for a period of five (5) work days. The five day suspension shall be January 8, January 9, January 10, January 15, and January 16, 2013.

7.J. Approval of Applied Behavioral Analysis (ABA) Specialists

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following personnel be approved as Specialists for the home ABA Program for the 2012-13 school year”:

Cascio, Melissa

7.K. 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":
Olsen, Christopher

7.L. Approval of Memorandum of Agreement (MOA) – Sachem Central Nurses Association (SCNA – formally known as SSNA)

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the Memorandum of Agreement (MOA) between the Sachem School Nurses Association (SCNA) and the Sachem Central School District dated December 4, 2012.”

7.M. Approval of Resolution:

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

IT IS HEREBY RESOLVED that the Superintendent of Schools is hereby authorized to execute the Stipulation of Settlement settling an appeal which Stipulation of Settlement was reviewed and approved by the Board of Education in Executive Session.

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

The summary report reflects damage and loss for the period ending November 2012.

B. 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:

12/6/12, 12/12/12, 12/13/12, and 12/14/12.

C. Board of Education Sub Committees

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

D. 2012-13 Updates to the Board**E. 2012-13 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 21st 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 18 schools. This will support consistent academic programs and activities.

IX. PRESENTATION/DISCUSSIONS

A. 2013-14 Budget Overview

X. 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

A work session meeting of the Board of Education will be held on Wednesday, January 2, 2013 at 7:30 PM in the Board Room at Samoset Middle School.

The next regular meeting of the Board of Education will be on Wednesday, January 16, 2013 at 7:30 PM in the Board Room at Samoset Middle School.

XI. EXECUTIVE SESSION

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

XII ADJOURN