

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

January 16, 2013

7:30 PM

Board of Education Room

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

I. OPENING OF MEETING

- A. Roll Call
- B. Call to Order
- C. Salute to the Flag
- D. Moment of Silence

1.E. Approval of Minutes

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

December 5, 2012 - Work Session Meeting
December 19, 2012-Regular Meeting

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. PRESENTATIONS

- 1. Covey Presentation by Grundy Students-Patricia Trombetta & 4th Grade Teachers
- 2. Race to the Top Update - Danielle Moran and Marie O'Doherty

IV. BUSINESS ITEMS

Consent Agenda for Business Items IV.1 through IV.2

4.1. Bid Award

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:

	<u>RFP/Bid Number & Title</u>	<u>Action Required</u>
a.	B 12-304G Graduation Programs	Rescind previous award

4.2. 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 October 31, 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 October 31, 2012 as submitted by the District Treasurer, Diane Kollmer.”

Treasurer’s Report

Revenues

Expenditures

Balance Sheets (as of October 31, 2012)

V. PERSONNEL ITEMS

Consent Agenda for Personnel Items V.A.1 through V.C.5

A. Teachers

5.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>
Giglio, Michele	Elementary	Sagamore	Child Care Leave	12/21/12-6/30/13

5.A.2. Return from a Leave of Absence of Teaching 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 teaching personnel as follows”:

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Date</u>
Babst, Meredith	Physical Education	East	Return from Child Care Leave	1/28/13
Carew, Amanda	Special Education	Waverly	Return from Child Care Leave	1/28/13
Chisari, Randi	Guidance	East	Return from Child Care Leave	1/28/13
Chmela, Dawn	Elementary	Grundy	Return from Child Care Leave	1/28/13
Kern, Clare	Elementary	Grundy	Return from Child Care Leave	1/28/13
Matuza, Deborah	English	East	Return from Child Care Leave	1/28/13
Murphy, Kimberly	Social Studies	North	Return from Child Care Leave	1/28/13
Silva, Nicole	Social Worker	Grundy	Return from Child Care Leave	1/28/13
Swinkin, Susan	Science	North	Return from Child Care Leave	1/28/13

5.A.3. 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>
Abreu, Lucia	Wenonah	2/1/13	20-5	20-6	1,312.50
Gandolfi, Corrine	Sachem North	2/1/13	2-3	2-4	1,193.50
Hecht, Traci	Cayuga	8/30/12	11-6	11-7	2,625.00
Hudak, Alison	Seneca	2/1/13	4-5	4-6	1,194.00
Kuvecke, Kenneth	Tamarac	2/1/13	7-7	7-8	1,312.50
Lasher, Danielle	Sachm North	2/1/13	3-3	3-4	1,193.00
Lewis, Mark	Sachem East	2/1/13	7-7	7-8	1,312.50
Meahan, Warren	Sachem East	2/1/13	6-6	6-7	1,192.00
Melandro, Tracey	Sachem East	2/1/13	9-5	9-6	1,312.50
Newham, Jason	Sachem North	2/1/13	1-1	1-4	3,579.50
Normandeau, Robert	Tecumseh	2/1/13	3-2	3-4	2,386.50
Saccullo, Michael	Samoset	2/1/13	9-6	9-7	1,312.50
Schaefer, Christina	Samoset	2/1/13	5-5	5-6	1,192.50

Scholz, Joseph Gatelot 2/1/13 3-3 3-4 1,193.00

5.A.4. 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>
Cervini, Grace	North	1/1/13	\$165
Parente, Wendy	North	1/2/13	\$165
Delee, Susan	Waverly	1/8/13	\$165
Sullivan, Vanessa	Sagamore	1/17/13	\$150
Tirado, Jessica	Samoset	1/21/13	\$150
Kessinger, Nicole	Merrimac	1/24/13	\$150

5.A.5. 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
- Boose, Christina
- DeVito, John
- George, Kyle
- Martinek, Barry
- Mock, Raymond
- Nastro, Susan
- Nesbitt, Delicia
- Rocke Jr., Stanley (HT)
- Saldiveri, Matthew

5.A.6. 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>
Occhiogrosso, Alison	1/2/13

B. Teacher Assistants/Interpreters

5.B.1. 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>
Ciancarelli, Judy-Lynne	Special Education Teaching Assistant	Sequoia	5-3	1/2/13-6/30/13

C. Support Staff

5.C.1. Rescission of Termination of Support Services Personnel (All Civil Service Classifications)

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education rescind the termination of the following 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	10/18/12

5.C.2. 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>
Hagenburg, Colleen	Special Ed. Aide/Samoset	01/18/13

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>
<u>Aide</u> Salajka, Christina	01/15/13
<u>Custodian</u> Heitmuller, Harold	01/17/13
<u>Nurse</u> Sanchez, Nicole	01/17/13

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 & Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Fallon, Christine*	Hall Monitor/Sequoia	\$8.90/hr.	01/16/13	None
DiPietro, Sandra*	Hall Monitor/Sequoia	\$8.90/hr.	01/16/13	None
Salajka, Christina	Special Ed. Aide/ Hiawatha	\$12.06/hr.	01/16/13	None

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

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>Service Begins</u>
<u>Aide</u> Villacorta, Omar	12/14/12

VI. ACTION ITEMS

A. Consent Agenda for Items VI.A.1 through VI.A.6

6.A.1. Approval of Agreement with 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 (MTI) for royalty and materials fee for the production of 9 to 5, The Musical at Sachem High School East. The cost, to be paid for by the Office of Music and Fine Arts, is \$4,125.00 (plus shipping).”

6.A.2. Approval of Agreement with Grosh Scenic Rentals, 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 Grosh Scenic Rentals, Inc. for scenery rental for Sachem High School North’s drama production of Legally Blonde. The rental fee of \$977.70 will be paid by the Sachem High School North Drama Club Students’ Account.”

6.A.3. Approval of Health and Welfare Services Agreement, West Islip Union Free 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 West Islip Union Free School District to provide health and welfare services to students who reside in the Sachem Central School District. The rate for this service is \$661.90 per student. 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.”

6.A.4. Approval of Agreement with Town of Brookhaven-Salt, Sand, and General Repairs

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the President of the Board of Education, Robert Scavo, to execute the renewal of the agreement between the Sachem School District and the Town of Brookhaven for salt, sand, and general repairs as needed.”

6.A.5. Approval of Agreement with Clarion Inn

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and the Clarion Inn for a two night stay on October 27, 2012 and October 28, 2012 and a breakfast buffet on October 28, 2012 and October 29, 2012 for the Sachem Marching Band. The total cost is \$9,040.50 and will be paid by the District Office for Music and Art. The field trip was approved by the Board of Education in June 2012 and has been reviewed and just approved by the school district’s attorney.”

6.A.6. Approval of Health and Welfare Service Agreement, Comsewogue 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 Comsewogue Union Free School District for providing health and welfare services to resident students who attend a nonpublic school located within the Comsewogue Union Free School District. The cost is \$730.24 per student for the period of September 4, 2012 through June

30, 2013. This agreement has been reviewed and approved by the school district's attorney."

6.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":
1/3/13, 1/4/13, 1/7/13, 1/8/13, 1/9/13, 1/10/13, 1/11/13, 1/14/13, 1/15/13, and 1/16/13.

6.C. Request to Transfer Unused Balances from the Capital Fund to the General Fund

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the transfer of unused balances from the Capital Fund to the General Fund in the amount of \$2 million. The unused balances are from the following projects: Reconfiguration Bond Issue, Excel projects, East High School roof, Samoset bleachers, Samoset track, and 2011-12 Capital projects. The money will be transferred into the General Fund as additional source of revenue. The additional revenue will flow to year end fund balance which will be used to lower the 2013-14 tax levy."

6.D. Approval of Spring Athletic Trip

RECOMMENDED ACTION: "that, upon the recommendations of the Superintendent of Schools, the Board of Education approves the Sachem North Boys Varsity Lacrosse team athletic trip as follows:

Sachem North Boys Varsity Lacrosse would like to travel to Archbishop Spalding HS in Maryland to compete in a non-league lacrosse game. They will then travel to Chesapeake HS in Maryland to scrimmage. During this trip, the team will have the opportunity to visit the University of Maryland Baltimore County and attend a collegiate level lacrosse game. The trip will be from March 14-16, 2013. There will be no cost to the district for this trip. Please see itinerary for further details.

6.E. Approval of Additional Notaries

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve two Personnel employees to take the course to become a Notary Public. The fee will not exceed \$250 for the course, exam and commission fees."

6.F. Appointment of Confidential Secretary in the Office of the Superintendent

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

BE IT RESOLVED, That the President of the Board of Education be and hereby is authorized to execute an individual contract with Patricia Burns, confidential Senior Stenographer.”

6.G. Approval of Purchase of Vehicle for Security

RECOMMENDED ACTION: “that upon the recommendation of the Superintendent of Schools, the Board of Education approves the purchase of a 2010 Chrysler to replace a security vehicle that was damaged during Hurricane Sandy. The cost of a replacement vehicle is \$15,100 which is a negotiated lower price than on the approved bid. We received \$10,200 from NYSIR for the insurance claim. We need to use \$4,900 from the security parts and repair budget code for the balance.”

6.H. 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.”

VII. MONTHLY REPORTS

7.A. Damage & Loss Summary

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

7.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:
1/3/13, 1/9/13, 1/10/13, and 1/16/13.

C. Updates to the Board

D. 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

E. 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.

VIII. PRESENTATION/DISCUSSIONS

1. Update on Security Practices

2. Budget 2013-14

IX. 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 February 6, 2013 at 7:30 PM in the Board Room at Samoset Middle School.

X. EXECUTIVE SESSION

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

XI. ADJOURN