

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

March 20, 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**

- E. **Approval of Minutes**

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

2/6/13 - Work Session
2/14/13 - Special Meeting
2/20/13 - Special Meeting
2/27/13 - Regular Meeting

II. RECOGNITIONS

- 1. American Cancer Society Making Strides Against Breast Cancer - SCTA and Hiawatha
- 2. Athletic Individuals and Teams

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 4.1. THROUGH 4.2.

4.1. 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 13-502T OEM Parts-International School Bus	Approve
b.	B 13-505T Ford OEM Parts	Approve
c.	B 13-506T General Motors/Chevrolet OEM Parts	Approve
d.	B 13-507T Auto/Truck Replacement Parts - After Market	Approve
e.	B 13-508T Diesel Engine/Allison Transmission - Parts & Repair	Reject
f.	B 13-509T Vehicle Transmission Svc. & Remanufactured Transmissions Approve	
g.	B 13-512T NYS Inspection Services/NYS Inspection Related Repairs	Approve
h.	B 13-513T Repair of District Vehicles-Cars & Trucks	Approve
i.	B 13-514T Furnish & Install Automotive Glass	Approve
j.	B 13-515T Painting of District Vehicles	Approve
k.	B 13-12 Family & Consumer Science-Sewing Supplies & Dollhouse Kits	Approve
l.	B 13-29 Batteries	Approve
m.	B 13-113 HVAC - Univent Filters	Approve
n.	B 13-110 HVAC Parts, Equipment & Supplies	Reject

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 December 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 December 31, 2012 as submitted by the District Treasurer, Diane Kollmer."

Treasurer's Report

Revenues

Expenditures

Balance Sheets (as of December 31, 2012)

V. PERSONNEL ITEMS

A. Teachers

5.A.I. Modification of Sachem Central Teachers Association (SCTA) – Side Letter of Agreement – Retirement Incentive

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board approves the modification of the Side Letter of Agreement between the Sachem Central Teachers Association and the District for the purpose of providing teacher’s an incentive to retire as of July 1, 2013.

CONSENT AGENDA FOR PERSONNEL ITEMS 5.A.1. THROUGH 5.D.5.

5.A.1. 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>
Berner, Jillian	Sachem North	2/1/13	3-4	3-5	1,193.50
Bove, Angela	Merrimac	2/1/13	9-4	9-5	1,313.00
Greve, Donna	Merrimac	2/1/13	10-8	10-9	1,312.50
Haines, Christine	Lynwood	2/1/13	13-6	13-7	1,312.50
Wilson, Traci	Wenonah	8/30/12	11-7	11-8	2,625.00

5.A.2. 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
 De Lorenzo, Beth Ann
 Lawrenson, Sarah
 Liguori, Eileen
 Pfaeffle, Al
 Qualliotine, Marybeth
 Schnorr, Stacey
 Wodzenski, Kathleen

5.A.3. 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>
Boose, Christina	3/4/13
Cholden, David	3/11/13
DeLuca, Nicole	3/11/13
Kaiser, Kameron	3/11/13
Kinsey, Sara	3/11/13
Lambertson, Courtney	3/11/13
Mallilo, Alexandra	3/13/13
Mignone, James	3/4/13
Silberfeld, Barbara	2/27/13

5.A.4. 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 in accordance with the terms and conditions of the retirement incentive approved by the Board on February 27, 2013 as follows”:

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Dates</u>
Avellino-	Mathematics	North	7/1/2013
Howe,Diann			
Bannon, Suzanne	Spec. Ed.	Wenonah	7/1/2013
Brooks, Lorrie	Reading	Chippewa	7/1/2013
Brown, Catherine	Speech	Grundy/Merrimac	7/1/2013
Cotter, Virginia	Special Education	Sachem East	7/1/2013
deBeer, Linda	Social Studies	East	7/1/2013
Goldin, Marjorie	Social Worker	Tamarac	7/1/2013
Guercio, Denise	LOTE	Sachem East	7/1/2013
Hughes, Patricia	Reading	Lynwood	7/1/2013
Lodrini, Deborah	Psychologist	Sachem East	7/1/2013
Macchio, Suzanne	Elementary(k)	Lynwood	7/1/2013
Manalili, Barbara	Elementary (k)	Wenonah	7/1/2013
McNeill, Peter	Physical Education	East	7/1/2013
Monnier, Anne	Science	Sequoia	7/1/2013
Nadler, Laurie	Spec. Ed.	Samoset	7/1/2013
Newcombe, Marie	Spec. Ed.	Gatlot	7/1/2013
O'Connell, Cindy	Speech	Sachem East	7/1/2013
Pafumi, Roseann	Spec. Ed.	Merrimac	7/1/2013
Puig, Millie	Reading	Sachem North	7/1/2013
Salvesen, Barbara	Elementary	Sagamore	7/1/2013
Samperi, Francine	ESL	Sagamore	7/1/2013
Sneider, Ellen	Art	Sachem East	7/1/2013
Taylor, Cynthia	Special Education	Cayuga	7/1/2013

Windheim, Barbara	Science	Sachem East	7/1/2013
Zubalake, June	Speech	Hiawatha	7/1/2013

B. Teacher Assistants/Interpreters

5.B.1. Retirement of Teaching Assistants/Interpreters

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

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Dates</u>
Stellato, Ann	Special Education/ Teaching Assistant	Wenonah	7/1/13

C. Administrators

5.C.1. Tenure Appointment of Administrative Personnel

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>
Blieberg, Peter	Director of Athletics, Physical Education, & Health Services	Administrative Office- Samoset	7/1/13
Capel-Eden, Kristin	Administrator for Personnel	Administrative Office- Samoset	7/13/13
Larson, Andrew	Assistant Principal	Sachem East	7/13/13
Saidens, Michael	Elementary Principal	Tamarac	7/1/13

D. Support Staff

5.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>
McGroarty, Jacqueline	Classroom Aide/Gatelot	03/09/13
Patton, Kenneth	Campus Security/District Wide	02/26/13

5.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>
La Russo, Annette	Special Ed. Aide/Nokomis	03/31/13

5.D.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>Custodian</u> Wainick, Steven	03/21/13

5.D.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>
Piazza, Joann	Campus Security/ District Wide	\$18.35/hr	03/21/13	None

5.D.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> Mazzola, Michelle	03/20/13

VI. ACTION ITEMS**1. Mini Contracts Consent Agenda for Action Items 6.1.1. through 6.1.7.****6.1.1. Approval of Health and Welfare Service Agreement with Northport-East Northport 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 Northport-East Northport 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 \$763.04 per student. The term of this agreement shall be from September 1, 2012 through June 30, 2013. This agreement has been reviewed and approved by the school district’s attorney.”

6.1.2. Approval of Health and Welfare Service Agreement with Central Islip 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 Central 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 \$1024.58 per student. The term of this agreement shall be from September 5, 2012 through June 21, 2013. This agreement has been reviewed and approved by the school district’s attorney.”

6.1.3. Approval of Agreement with Franklin Covey Client Sales, Inc. and I Am a Leader Foundation

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the services and sponsorship agreement between Franklin Covey Client Sales, Inc., I Am A Leader Foundation and Sachem Central School District for an I Am A Leader Foundation Grant for the Leader in Me. The schools selected for this grant are Grundy Avenue Elementary School, Lynwood Avenue Elementary School and Merrimac Elementary School. The cost for this agreement for the 2012-13 school year is \$5,000.00 per school for a total cost of \$15,000.00. This will be charged to a grant and staff development code. The term of this agreement is for one year only. This agreement has been reviewed and approved by the school district’s attorney.”

6.1.4. Approval of Special Education Services Agreement with 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, 2011 through June 30, 2012.”

6.1.5. Approval of Special Education Services Agreement with West Islip 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 West Islip Union Free School District to provide special education services to parentally placed students with disabilities, when such students attend private schools in the West Islip UFSD but reside in the Sachem CSD. The cost for these services is in accordance with Education Law Section 3602-c and the Regulations of the Commissioner of Education, Part 177. The term of this agreement shall be from July 1, 2012 through June 30, 2013.”

6.1.6. Approval of Special Education Services Agreement with Smithtown CSD

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Smithtown Central School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the Smithtown CSD, but reside in the Sachem CSD. Smithtown CSD 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.”

6.1.7. Approval of Health and Welfare Service Agreement with Smithtown CSD

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Smithtown Central School District to provide health and welfare services to students who reside in the Sachem Central School District. The rate for these services is \$865.84 per student. The term of this agreement shall be from September 1, 2012 through June 30, 2013. This agreement has been reviewed and approved by the school district’s attorney.”

6.2. Donations – Cayuga PTA

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, a donation from the Cayuga PTA. The Cayuga PTA purchased the following three items from Scholastic with Book Fair Reward Points for the benefit of the students. The total value of the donation is \$8,000.00.”

- (Two) SMART Board 680
- (Two) ANSI Lumens Projector
- (One) Smart Camera

6.3. Approval of Eastern Suffolk BOCES Cooperative Bidding Resolution

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

WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

WHEREAS, the *SACHEM CENTRAL SCHOOL DISTRICT*, an educational/municipal corporation (hereinafter the “Participant”) is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the “Program”) in the areas mentioned above; and

WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES’ standard bid packet and the general conditions relating to said Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.

BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative

bidding in Newsday, which is designated as the official newspaper for the Program; and

BE IT FURTHER RESOLVED that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

BE IT FURTHER RESOLVED that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

6.4. Approval of Renewal of EPES Software Support

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the renewal of the EPES Web Accounting Software district support for the Extra Classroom Activity Fund accounts. The total cost for eighteen schools is \$2,502.00 to be paid by the General Fund. This renewal is for July 1, 2013 to June 30, 2014."

6.5. Rescission of Chief Election Inspector Appointment

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education rescind the appointment of Maria Christensen as a Chief Election Inspector at the May 21, 2013 Annual Budget Vote and Trustee Election.

6.6. Appointment of Chief Election Inspector

RECOMMENDED ACTION: "that, the Board of Education, pursuant to Education Law, Section 205, does hereby appoint the following qualified voter as a Chief Inspector for the Annual Budget Vote and Election of Trustees to be held on May 21, 2013, and

FURTHER, that they be compensated at the rate of \$10.07 hour:

Carol Cavallaro - Holbrook

6.7. Approval of Coaching Assignments for Spring 2013

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following coaching assignments for the Spring of 2013":

SPRING**GIRLS MIDDLE SCHOOL GYMNASTICS**

Sagamore/Sequoia - Kim Gordon (Sub)

BOYS MIDDLE SCHOOL LACROSSE

Samoset Volunteer - Alec Blieberg (OOD)
Sagamore Asst. - Bryan Bellafiore (sub)

GIRLS MIDDLE SCHOOL LACROSSE

Rescind Seneca - Jessica Ramsay (Seneca)
Seneca - Michael Drasba (sub)

SOFTBALL MIDDLE SCHOOL

Rescind Samoset - Angel Barrella (Sub)
Seneca - Sara Austin (Seneca)
Samoset - Michael Forman (Samoset)

SWIMMING MIDDLE SCHOOL

Sagamore/Sequoia - Kathleen Dugan (OOD)
Sagamore/Sequoia - Christine Turner (OOD)

GIRLS TRACK

North Varsity Volunteer - Tim McClernon (Sub)

MIDDLE SCHOOL TRACK (BOYS & GIRLS)

Rescind Sequoia Head -Dave Loehle (Seq)
Sequoia Head - Paul Trudnak (Sequoia)
Sequoia Assistant - Dave Loehle (Sequoia)

6.8. Appointment of Budget Advisory Committee Member

RECOMMENDED ACTION: that upon the recommendation of the Superintendent of Schools, the Board of Education appoints Roxana Barsalona as an active member of the Budget Advisory Committee."

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

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

- One transfer for \$151,329.33 is for Microsoft Licensing

6.10. 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”:

3/7/13, 3/8/13, 3/11/13, 3/12/13, 3/13/13, 3/14/13, 3/15/13, 3/18/13, 3/19/13, and 3/20/13.

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

The summary report reflects damage and loss for the period ending February 2013.

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:

3/7/13, 3/8/13, 3/11/13, 3/12/13, 3/13/13, 3/14/13, 3/15/13, 3/18/13, 3/19/13, and 3/20/13.

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.

VIII. PRESENTATION/DISCUSSIONS

1. 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 April 3, 2013 at 7:30 PM at Samoset Middle School.

X. EXECUTIVE SESSION

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

XI. ADJOURN