

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

April 3, 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**

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

3.1. 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 13-6 Specialty Science Supplies	Approve
b.	B 12-402P Physical Education Supplies-PEP Grant	Approve
c.	B 13-4C District-Wide Preventative Maintenance/Annual	Approve

	Inspection/Service/Repair-Elevators	
d.	B 13-25 Welding Supplies	Approve
e.	B 13-25A Welding Gases	Approve
f.	B 13-161Cosmetology Classroom Supplies	Approve
g.	B 13-162 Specialty Hair, Skin & Nail Products for Cosmetology Class	Approve
h.	B 13-8 Family & Consumer Science-Kitchen Wares	Approve
i.	B 13-501T Vehicle Filters-Cars, Trucks, Buses & Tractors	Approve
j.	B 13-503T Motor Oil, Lubricants and Fluids	Approve
k.	B 13-516T Automotive Batteries-Buses, Cars, Trucks, Golf Carts	Approve

PERSONNEL ITEMS

IV. CONSENT AGENDA FOR PERSONNEL ITEMS IV.4.A.1 THROUGH IV.4.B.2.

A. Teachers

4.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>
Chalson, Heather	Art	Hiawatha	Child Care Leave	3/22/13-6/30/13

4.A.2. Probationary Appointments of Teaching Personnel

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

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Hoose, Lisa	Special Education	Sachem North	2-4	4/4/13-9/1/14

4.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>
Archer, Michelle	Gatelot	2/1/13	4-4	4-5	1,192.50

Liuzzi, Nicole	Grundy	2/1/13	12-8	12-9	1,312.50
Osman, Lisa	Gatelet	2/1/13	5-4	5-5	1,194.00
Ubancik, Jason	Sequoia	2/1/13	3-2	3-4	2,386.50

4.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
- Cardo, Julia
- Dawson, Jaclyn
- Kennedy, Caitlin Ann
- Monkowitz Saltzman, Rhonda (HT)
- Zaiff, Brooke

4.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>
Barbaretti, Michelle	3/22/13
Coward, Christopher	3/15/13
Iasso, Joanne	3/20/13
Lesser, Randi	3/18/13
Mancini, Jenna	3/18/13
O’Reilly, Meagan	3/18/13
Patrovic, Mary	3/18/13
Schnorr, Stacey	3/21/13

B. Support Staff

4.B.1. Termination 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 termination of support services personnel (all Civil Service classifications) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Service Ends</u>
Palmer, Richard H.	MM III/Facilities	04/04/13

4.B.2. 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>Clerk Typist</u> DiMartino, Camille	04/04/13
<u>Food Service Worker</u> Valentine, Melissa	03/15/13

V. ACTION ITEMS

1. Mini Contracts Consent Agenda for Action Items V.5.1.1. through V.5.1.6.

5.1.1. Approval of Service Plan with Phonak

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the service plan between Sachem Central School District and Phonak for the repair and maintenance of equipment used by our hearing-impaired students. The comprehensive service plan covers all Phonak equipment less than 5 years of age and includes loss coverage for eligible units. The cost is \$1,620.00 for seventeen (17) units for the period of July 1, 2013 to June 30, 2014.”

5.1.2. Approval of Extended Warranty with Oticon

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves extended warranty coverage with Oticon for the repair and loss and damage of units used by our hearing-impaired students. The cost for this extended coverage is \$2,459.00 for the period of July 1, 2013 to June 30, 2014.”

5.1.3. Approval of Facilities License Agreement

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Facilities License Agreement between Sachem Central School District and Sienna College for the use of facilities owned by Sienna College. The term of license shall commence on Thursday, March 14, 2013 from 4:00 p.m. to 5:30 p.m. at a total cost of \$150.00. Due to the timing we are asking for approval after the date of the event. This agreement is being reviewed by the school district’s attorney.”

5.1.4. Approval of Agreement with Hilton Garden Inn-Hershey

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 Hilton Garden Inn-Hershey. This is for an overnight stay on May 31, 2013 for approximately one hundred (100) students at Samoset Middle School attending a music competition. The cost is approximately \$225 per person and is paid entirely by the students.”

5.1.5. Approval of Health and Welfare Service Agreement with Sayville 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 Sayville 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 \$920.60 per student. The term of this agreement is from July 1, 2012 through June 30, 2013. This agreement has been reviewed and approved by the school district’s attorney.”

5.1.6. Approval of Agreement with McClave Engineering, P.C.

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between McClave Engineering, P.C. and Sachem Central School District to provide all architectural and engineering services, including but not limited to structural, mechanical and electrical engineering services required to complete the renovation of Chippewa Elementary School Kindergarten. McClave Engineering, P.C. shall designate Patrick D. McClave, P.E. as the Project Engineer in charge of the Project. The Engineer’s compensation for the services outlined in Articles 2 through 7 of the agreement shall be \$1,931.84. The term of the agreement shall be for the period April 1, 2012 and shall continue until completion of the work by the Contractors engaged and completion of the services outlined in Article 7. This agreement has been reviewed and approved by the school district’s attorney.”

5.2. Approval of Nurse's Rate for Summer Enrichment Camp

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the nurse’s rate for the 2013 Summer Enrichment Camp. The rate is \$47.45/hour.”

5.3. Approval of Proposed 2013-14 School Calendar

RECOMMENDED ACTION: "that upon the recommendation of the Superintendent of Schools, the Board of Education approve the proposed 2013-14 School Calendar.

5.4. 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":

Girls Lacrosse

East Volunteer - Ashley Babst (East student teacher)

East Junior Varsity - Erin Kollar (OOD)

5.5. Appointment of 2013 Summer School Supervisors

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education appoint the individuals listed below as supervisors in the summer program as indicated:"

Special Education Summer School

Brown, Melissa - Assistant Supervisor

Summer Enrichment Program

Plantamura, Jason - Lead Teacher

Rattinger, Jill - Lead Teacher

5.6. Approval of Translators/Interpreters for the 2012-13 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of the following Translators/Interpreters for the 2012-13 school year":

Walsh, Geri

Ustunluk, Dilek

5.7. Deduct Change Order No. 2, Xtraire, Inc.

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a deduct Change Order No. 2 for Xtraire, Inc. for Lynwood Avenue Elementary School. The original contract amount of \$250,000.00 was previously changed to \$245,000.00. This new contract amount will be decreased by \$124,000.00. The contract amount shall be amended as follows:

- Replacement of the kitchen exhaust hood is being removed from the scope of work. The District has elected to change their kitchen equipment under the existing exhaust hood with equipment that will not produce grease laden smoke

and therefore, be classified as a Type 2 Hood, which is not required to have a fire suppression system. Deduct: \$116,500.00

- An allowance, in the amount of \$7,500.00 was included in the contract documents, for unforeseen conditions. The allowance is being returned in its entirety.

Deduct: \$ 7,500.00

The new contract amount including this Change Order will be \$121,000.00. The total amount to be paid is \$6,000.00.”

5.8. Deduct Change Order No. 1, More Construction & Consulting, Inc.

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a Change Order No. 1, More Construction & Consulting, Inc. for Sachem High School North, emergency roof repair. The original contract amount of \$98,500.00 will be decreased by \$8,072.93. An allowance was included in the contract documents. An unused allowance in the amount of \$8,072.93 is being returned. The new contract amount including this Change Order will be \$90,427.07.”

5.9. Deduct Change Order No. 1, Xtraire, Inc.

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves a deduct Change Order No. 1 for Xtraire, Inc. for Gatelot Avenue Elementary School. The contract amount of \$250,000.00 will be decreased by \$5,000.00. An allowance, in the amount of \$5,000.00, was included in the contract documents, for unforeseen conditions. The allowance is being returned in its entirety. The new contract amount including this Change Order will be \$245,000.00.”

5.10. Approval of Rescission of Side Letter of Agreement between UPSEU/SSSU and the Sachem Central School District

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board approves the rescission of the Side Letter of Agreement between UPSEU/SSSU and the Sachem Central School District previously approved at the February 14, 2013 Board of Education meeting.”

5.11. Approval of Revised Side Letter of Agreement between UPSEU/SSSU and the Sachem Central School District

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the revised Side Letter of Agreement between UPSEU/SSSU and the Sachem Central School District regarding work on February 18, 2013 and related compensation.”

5.12. 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":
3/21/13, 3/22/13, 4/1/13, 4/2/13, and 4/3/13.

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:
3/21/13, 4/1/13, 4/2/13, and 4/3/13.

B. 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

C. 2012-13 Updates to the Board**VII. PRESENTATION/DISCUSSIONS**

1. Budget 2013-14

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 April 17, 2013 at 7:30 PM at Samoset Middle School.

IX. EXECUTIVE SESSION

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

X. ADJOURN