

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

July 23, 2014

7:30 PM

Board of Education Room

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

I. OPENING OF MEETING

- 1. Roll Call**
- 2. Call to Order**
- 3. Salute to the Flag**
- 4. 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. PRESENTATIONS

IV. BUSINESS ITEMS

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.	RFP 224 LI Food Service Cooperative bid - Dish Machine	Approve

	Cleaning	
b.	RFP 201 LI Food Service Cooperative bid - Paper & Disposable Supplies	Approve
c.	B 14-549 Hazardous Waste Recycling- Lamps & Batteries	Approve
d.	B 14-208 Imprinted Envelopes & Business Cards	Approve
e.	B 14-407 Athletic Banner System	Approve
f.	B 14-410 District-Wide Preventative Maintenance/Annual Inspection/Service/Repair of Weight/Cardio/Fitness Equipment	Approve

4.2. 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.	B 14-406 Athletic Team Supplies	Approve
b.	B 14-408 Athletic Team Equipment	Approve

4.3. 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 May 31, 2014 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 May 31, 2014 as submitted by the District Treasurer, Diane Kollmer.”

Treasurer’s Report

Revenues

Expenditures

Balance Sheets (as of May 31, 2014)

PERSONNEL ITEMS

V. CONSENT AGENDA FOR PERSONNEL ITEMS 5.A.1. THROUGH 5.C.3.

A. Teachers

5.A.1. Resignation of Teaching Personnel

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

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Dates</u>
Schlagetter, Trista	Elementary	Sequoia	Personal	7/1/14

5.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>
Richardson, Jennifer*	Science	TBD	2-1	7/1/14-9/1/16
Tobin, Grace	LOTE	North	1-1	8/28/14-5/20/17

*Excessed teacher being recalled

5.A.3. 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>
Dorner, Chelsea	Music	Grundy	Return from Child Care Leave	8/28/2014
Zieman, Christina	Kindergarten	Tecumseh	Return from Child Care Leave	8/28/2014

5.A.4. 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>
Corbisiero, Loretta	Samoset	8/28/14	7-5	7-6	2,698.00
Duffy, Kristin	Lynwood	8/28/14	9-7	9-8	2,698.00
Kunz, April	East	8/28/14	8-5	8-6	2,698.00

5.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>
Harte, Ciara	6/30/14
Macri, Megan	7/7/14
Winter, Andrea	6/30/14

B. Administrators

5.B.1. Leave Replacement Appointment of Administrative Personnel

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>
Johnson, Lisa	Elementary Principal	Grundy Elementary	7/1/14- 6/30/15

C. Support Staff

5.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 & Assignment</u>	<u>Service Ends</u>
Allgor, Kimberly	Recreation Aide/Asst. Group Leader/Group Leader	6/30/14
Daniele, Raffaella	Asst. Group Leader/Group Leader	6/30/14
Golini, Joanne	Hall Monitor / North	8/12/14
Milone, Kevin	Recreation Aide	6/30/14
Monahan, Evelyn	Recreation Aide	6/30/14
Rekowicz, Stephanie	Recreation Aide	6/30/14
Shadbolt, Courtney	Recreation Aide	6/30/14
Walsh, Megan	Recreation Aide	6/30/14
Walsh, Sean	Recreation Aide	6/30/14

Whalley, Martha Hall Monitor / Tamarac 6/27/14

5.C.2. Probationary Appointments of Support Services Personnel (Competitive)

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the probationary appointments of support services personnel (competitive) as follows”:

<u>Name</u>	<u>Position & Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Andersen, Tracy	School Communications Aide/TBD	\$23,015.85	8/28/14	None

5.C.3. 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>
Barbieri, Tracy	Office Aide / Sagamore	\$9.08/hr	08/13/14	None
Delio, Anthony	Auto Mechanic III/ Transportation	\$61,661	7/23/14	90 days 7/23/14- 10/20/14
Golini, Joanne	Office Aide/ Cayuga/ Wenonah	\$9.08/hr	08/13/14	None

VI. ACTION ITEMS

1. Mini Contracts Consent Agenda for Action Items 6.1.1. through 6.1.6.

6.1.1. Approval of Agreement with Inclusive Sports and Fitness, Inc. 2014-15

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Inclusive Sports and Fitness, Inc. to provide ELL Community Outreach/Mentoring Program at Sachem High Schools North and East and Sagamore Middle School consisting of a series of group activities that will support healthy transitions into adulthood. This program will be paid for through Title III Immigrant Grant funds. This agreement shall be in effect for the period July 1, 2014 to June 30, 2015. This agreement has been reviewed and approved by the school district’s attorney.”

6.1.2. Approval of Agreement with Management Advisory Group Special Services, Inc. 2014-15

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves Management Advisory Group Special Services, Inc. as a consultant to complete currently due STAC, AVL and HSCAR forms and review and amend filings for years in which the reimbursement it receives may be re-computed, resulting in supplemental reimbursements to the District. The District shall pay the Consultant an annual consulting fee of \$25,462 per year, payable in monthly installments of \$2,121.83. The term of this agreement is July 1, 2014 through June 30, 2015. This agreement has been reviewed and approved by the school district’s attorney.”

6.1.3. Approval of Approved Special Education Provider for Section 611 and Section 619 Grants 2013-14

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 Ascent: A School for Individuals with Autism 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, 2013 through June 30, 2014. This contract has been reviewed and approved by the school district’s attorney.”

6.1.4. Approval of Agreement with TPR Education, LLC D/B/A The Princeton Review 2014-15

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and TPR Education, LLC d/b/a The Princeton Review to provide SAT and ACT review classes and course materials to students. Tuition for the classes is to be paid directly by the students to TPR Education. The term of this contract shall be from August 1, 2014 to July 31, 2015. This contract has been reviewed and approved by the school district’s attorney.”

6.1.5. Approval of Agreements for Extended School Year Program 2014

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreements between Sachem Central School District and Central Islip UFSD, East Quogue SD, Hauppauge Public Schools, Islip UFSD, Kings Park CSD, Middle Country CSD, Patchogue-Medford UFSD, Sayville UFSD, Smithtown CSD and West Islip Public Schools for Extended School Year Program to students who reside outside the Sachem Central School District and would like to attend Sachem Special Education Summer School. The cost for the Instructional program is based on

SED/OMS Certified 2014-15 Tuition Rate per student and for related services the cost is based on SED/OMS 2014-15 Regional Weighted Average per diem rate for 1:1 Aide (as per student's IEP). These agreements shall be in effect for the period July 1, 2014 to August 30, 2014. These agreements have been reviewed and approved by the school district's attorney."

6.1.6. Approval of Agreement with New York Therapy Placement Services, Inc. 2014-15

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and New York Therapy Placement Services, Inc. to provide the services of licensed and qualified occupational therapists, occupational therapy assistants, physical therapists, speech pathologists, special educators and psychologists to meet the needs of children with handicapping conditions. This agreement shall be from July 1, 2014 June 30, 2015. This contract has been reviewed and approved by the school district's attorney."

6.2. Approval of Extracurricular Club/Activity for the 2014-15 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the *Leader in Me Club* for the 2014-15 school year":

<u>School</u>	<u>Advisor</u>
East	Patricia Broderick, Carol Herrmann
North	Mary Faller, Suzanne Groe
Sagamore	Patricia Scaturro, Heather Stumpf
Samoset	Christopher Hanley, Lindsay Guzzo
Seneca	Brian Harvey
Sequoia	Rochelle Oliver
Cayuga	Kristin Ruhs
Chippewa	Kathy Shivers, Courtney MacLeod
Gatelot	Joseph Scholz, Courtney Dolan
Grundy	Beth Ann DeLuca
Hiawatha	Heather Chalson
Lynwood	Christal Satterfield, Jake Poffenbarger
Merrimac	Lisa Martinez
Nokomis	Christine Borsari
Tamarac	Linda Greening, Gina Mordente, Lori Capozzi
Tecumseh	Jean Lund
Waverly	Kathleen Devine
Wenonah	Lisa Browne

6.3. Administration of Oath to Newly Elected Board Members - TABLED

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

RESOLVED, that the constitutional oath of office be administered to newly elected Board member Dorothy Roberts by the District Clerk. New York State Constitution, Article XIII-1; (Public Officers Law 10, 30)

6.4. Approval of Purchase of Pole Vault Landing Mat System

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the purchase of a pole vault landing mat system for Sachem High School North. This is a health and safety issue. The cost to replace this system (mats, covers and stanchions) is approximately \$15,000 and will be paid from the Athletics budget code."

6.5. 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":

7/14, 7/15, 7/16, 7/23

6.6. Citizens' Advisory Audit Committee Member

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education removes Thomas Brown as an active member of the Citizens' Advisory Audit Committee."

6.7. Interim Appointment of School Accountant

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves Mr. Don Pearce as Interim School Accountant at a rate of \$200/hr. for a maximum of twenty days for a total not to exceed \$20,000.00".

VII. MONTHLY REPORTS**7.1. Damage & Loss Summary**

The summary report reflects damage and loss for the period ending June 2014.

7.2. 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:

7/11, 7/18

7.3. Board of Education Sub Committees

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

7.4. 2014-15 Updates to the Board

1. UPK
2. Leader in Me
3. Cameras for Playground
4. Meeting on July 29, 2014 with Regent Tilles
5. Ten Staff Positions

VIII. PRESENTATIONS/DISCUSSIONS**A. Change of October BOE meeting dates****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 regular meeting of the Board of Education is scheduled for August 27, 2014 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. OPEN SESSION

XII. ACTION ITEMS

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

1. Resignation of Teaching Personnel

<u>Name</u>	<u>Grade/Subject</u>	<u>School</u>	<u>Reason</u>	<u>Dates</u>
Landro, Melissa	Special Education	Waverly	Personal	7/23/14

2. Leave of Absence of Administrative Personnel

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

"BE IT RESOLVED that the Board of Education hereby grants a leave of absence to Coleen Flanagan-Smith from her position as a Social Worker from July 1, 2014 to June 30, 2015".

XIII. EXECUTIVE SESSION

IX. ADJOURN