

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

October 4, 2017

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**
5. **Report from the Superintendent of Schools**

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

Joseph Kehm from EFPR Group, LLC

BUSINESS ITEMS

IV. BUSINESS ITEM 4.A.1.

A. Bid Awards

4.A.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 17-105 District-Wide Installation/Repair of Computer Data Drops/Fiber Cables	Approve
b. B 17-584 Hazardous Material Abatement- Asbestos, Lead & Microbial (Mold) Remediation	Approve

PERSONNEL ITEMS

V. CONSENT AGENDA FOR PERSONNEL ITEMS 5.A.1. THROUGH 5.B.8.

A. Teachers

5.A.1. 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

Bianculli, Margaretann
 Downing, Morgan
 Kennedy, Michael
 Miller, Danielle
 Molina, Jacqueline
 Pang, Thomas
 Reichel, Patricia
 Sabinsky, Leigh
 Tobin, Kelly

5.A.2. 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

Date

DiGangi, John	9/18/17
Doherty, Kelly	6/30/17
Passiatore, Mark	11/1/17
Serpico, Gabriella	9/18/17
Szewczuk, Alexandria	9/20/17

5.A.3. Approval of Extracurricular Clubs/Activities for the 2017-2018 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following extracurricular clubs/activities for the 2017-2018 school year":

Employee Name	Building	Activity	Amount
Jennifer Melito	Samoset	8th Grade Sewing Club	\$ 1,284.75
Jennifer Melito	Samoset	6th Grade Craft Club	\$ 1,284.75
Nicholas Kreamer	Samoset	Anime Club	\$ 1,284.75
Christopher Cauley	Samoset	Chess Club	\$ 1,284.75
Paul Hedemark	Samoset	Piano Club	\$ 1,284.75

5.A.4. Approval of Sixth Period Stipends for the 2017-18 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following employees to receive a stipend for teaching a Sixth Period for the 2017-18 school year":

Date	Name	Building/Position	Amount	FTE
09/05/17	Collins, Kevin	Sagamore/Science	\$2452.86	1.1

5.A.5. Approval of Coaching Assignments for the 2017-18 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following Coaching Assignments for the 2017-18 school year":

Fall/Winter

Cheerleading

Seneca - Alexandra Alongi (OOD)

North Volunteer - Matthew Jones (OOD)

Winter

Boys Basketball

North JV - John Ford (sub)

5.A.6. Approval of Applied Behavioral Analysis (ABA) Specialist for the 2017-18 School Year

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following personnel as ABA Specialists for the 2017-18 school year":

Suann Lechnyk

B. Support Staff

5.B.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>
Brindisi, Donna	Hall Monitor/East	9/21/17
Laccesaglia, Angelea	Special Ed Aide/ Seneca	10/6/17
Piraino, Laura	Account Clerk Typist/Payroll	10/29/17
Wallach, Yelisa	Recreation Aide/Child Care	9/20/17

5.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>Food Service Worker</u>	
Cassidy, Amy	10/8/17
<u>Hall Monitor</u>	
Sneed, Myra	10/4/17

5.B.3. 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>
Merritt, Annmarie	Sr. Clerk Typist/OSS	\$53,317	10/11/17	26 weeks 10/11/17-4/11/18
Piraino, Laura	Sr. Clerk Typist/Personnel	\$56,317	10/30/17	26 weeks 10/30/17-4/30/18

5.B.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>
Bevilacqua, Larissa	Recreation Aide/ Child Care	\$10.48/hr.	10/5/17	None
Cassidy, Amy	3 Hr. FSW/Samoset	\$10.75/hr.	10/9/17	90 days 10/9/17-1/6/18
Minghinelli, Natalie	Recreation Aide/ Child Care	\$10.48/hr.	10/5/17	None
Sneed, Myra	Hall Monitor / East	\$10.00/hr.	10/5/17	None

5.B.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>Custodian</u>	<u>Service Begins</u>
Dellorfano, Robert	10/5/17
Motroni, Joseph	10/5/17

5.B.6. Approval of Translators/Interpreters for the 2017-18 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 2017-18 school year:”

- Pabon, Nicole
- Zepeda Juarez, Dulce S

5.B.7. Approval of Agreement - Non - Instructional Employee

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 President is authorized to execute an agreement dated October 4, 2017 between the Sachem Central School District, UPSEU-SSSU and a certain non-instructional staff member whose identity has been made known to the Board of Education in executive session regarding a personnel matter.

5.B.8. Appointment of Confidential Secretary in the Personnel Office

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 Laura Piraino, Confidential Senior Clerk Typist effective October 30, 2017.”

VI. ACTION ITEMS

1. Consent Agenda for Items 6.1.1. through 6.1.14.

6.1.1. Approval of Agreement with Laureen Catalano, CPNP 2017-18

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Laureen Catalano, CPNP to provide services as a physician to the District. In full consideration for the services to be rendered, the District agrees to pay the following rates:

SERVICE	RATE
Student Physicals/Student Sports Physicals	\$10.00 per physical
Department of Labor Work Certificates (working papers)	\$11.00 per certificate

This agreement shall be in effect for the period July 1, 2017 to June 30, 2018. This contract has been reviewed and approved by the school district’s attorney.”

6.1.2. Approval of Agreement with Diana Kolhoff 2017-18

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Diana Kolhoff to provide staff development to teachers. The rate is \$900 per day, hours may vary, services not to exceed twenty-five (25) days total. The term of this contract is from September 1, 2017 to June 30, 2018. This contract has been reviewed and approved by the school district’s attorney.”

6.1.3. Approval of Agreement with Julie Johnson, SLP, PC 2017-18

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Julie Johnson, SLP, PC to provide speech/language therapy and evaluations. The rate is \$175 per hour. The term of this contract is from July 1, 2017 to June 30, 2018. This contract has been reviewed and approved by the school district’s attorney.”

6.1.4. Approval of Agreement with Herff Jones 2018

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 2018 Yearbooks for Sachem High School East. The cost for this service is \$40,000.00 for 600 copies to be paid for by the students. This agreement has been reviewed and approved by the school district's attorney."

6.1.5. Approval of Amendment to Agreement with Bayada Home Health Care Skilled Nursing Services 2017-18

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the amendment to the agreement between Sachem Central School District and Bayada Home Health Care Skilled Nursing Services to include the following paragraph:

Service Provider will provide an RN to care for students pursuant to Schedule A each day that they ride to and from school on the bus. A minimum of two (2) hours will be billed per bus run.

All other terms and conditions remain the same. This amendment has been reviewed and approved by the school district's attorney."

6.1.6. Approval of Agreement with Wilson Language Training Corporation 2017-18

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the rider to the agreement between Sachem Central School District and Wilson Language Training Corporation as an In-District Trainer. This will be paid for by an Office of Student Services grant. The amount of funds allocated is \$7,190.00 for training for General Education workshops and Special Education workshops. This agreement shall be in effect from July 1, 2017 until June 30, 2018. This contract has been reviewed and approved by the school district's attorney."

6.1.7. Approval of Special Education Services Agreement Riverhead Central School District 2017-18

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Riverhead Central School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the Riverhead Central School District. Riverhead CSD shall be entitled to bill Sachem CSD for the services provided 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, 2017 through June 30, 2018. This agreement has been reviewed and approved by the school district's attorney."

6.1.8. Approval of Agreement with Island Photography 2018

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement and rider between Island Photography and Sachem Central School District for the Sachem High School North Graduation Ceremony in June 2018. There is no cost to the school district for this service.”

6.1.9. Approval of Agreement with T & D Sports Video Productions 2017-18

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between T & D Sports Video Productions and Sachem Central School District for videotaping services for the following:

Ten (10) games for football/lacrosse
Eight (8) games for basketball
Additional videotaping of games as needed

The rate for this service is \$117.52 per game. This agreement shall be in effect for the period August 30, 2017 to June 30, 2018. This contract has been reviewed and approved by the school district’s attorney.”

6.1.10. SAVE Committee

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

RESOLVED, that the following individuals be and are hereby appointed to the SAVE Committee for the 2017-18 school year commencing July 1, 2017.

Board of Education Representatives: Mike Matlat
Bill Coggin

6.1.11. Audit Committee

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

RESOLVED, that the following individuals be and are hereby appointed to the Audit Committee for the 2017-18 school year commencing July 1, 2017.

Board of Education Representatives: Laura Slattery

6.1.12. Acceptance of Risk Assessment Update Report 2017

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Risk Assessment Update Report prepared by Cullen & Danowski, LLP.”

6.1.13. Approval of Agreement with SCOPE Education Services 2017-18

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and SCOPE Education Services for two hundred fifty two (252) students in a pre-kindergarten program which will be housed at the Cayuga, Grundy, Hiawatha, Merrimac, Tamarac, Waverly Avenue, and Wenonah Elementary Schools. The funds for the pre-kindergarten placement are appropriated by grant through the State of New York. The grant amount is \$599,400.00. The term of this agreement shall be from September 1, 2017 to and including June 30, 2018. This agreement has been reviewed and approved by the school district’s attorney.”

6.1.14. Approval of SCOPE Education Services License and Operating Agreement 2017-18

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the License and Operating agreement between Sachem Central School District and SCOPE Education Services to provide available space for the operation of a PreSchool Program at Cayuga, Grundy, Hiawatha, Merrimac, Tamarac, Waverly Avenue, and Wenonah Elementary Schools. SCOPE Education Services shall be permitted to use these locations for the provision of its Four-Year Old PreSchool Program from Monday through Friday. The district shall provide classroom space for the operation of the Program at no expense to SCOPE. The term of this agreement shall commence September 1, 2017 and end on June 30, 2018. This agreement has been reviewed and approved by the school district’s attorney.”

6.1.15. Approval of Establishment of Tax Levy for 2017-18

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

BE IT HEREBY RESOLVED that the Board of Education of the Sachem Central School District at Holbrook acknowledge receipt of the assessed valuation of the taxable property within the school district as certified to by the Assessors of the Towns of Brookhaven, Islip and Smithtown and;

BE IT FURTHER RESOLVED, that the Board of Education hereby adopts the following amounts to be raised by tax levy in each town as indicated:

Tax Levy for:

<u>Town</u>	<u>School Purposes</u>	<u>Library</u>	<u>Total</u>
Brookhaven	114,156,809	6,535,967	120,692,776
Islip	56,090,980	3,211,449	59,302,429
Smithtown	6,759,411	387,005	7,146,416
	<u>177,007,200</u>	<u>10,134,421</u>	<u>187,141,621</u>

AND, BE IT FURTHER RESOLVED that the Board of Education certify the amounts to be raised as per the above to the Supervisors of the Towns of Brookhaven, Islip and Smithtown.

6.1.16. Approval of Transfer of Funds from Unassigned Fund Balance to District Reserve Funds

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

IT IS HEREBY RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby authorizes the transfer of \$1,786,981 from Unassigned Fund Balance to the Employee Benefit Accrued Liability Reserve Fund, and

BE IT FURTHER RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby authorizes the transfer of \$2,000,000 from Unassigned Fund Balance to the Workers’ Compensation Reserve Fund, and

BE IT FURTHER RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby authorizes the transfer of \$5,689,186 from Unassigned Fund Balance to the Employee Retirement System Reserve Fund.

6.1.17. Acceptance of Fund Balance/Reserve Plan 2017

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Fund Balance/Reserve Plan 2017.”

6.1.18. Acceptance of Report to the Board of Education; Financial Statements and Supplemental Information as of June 30, 2017; and Extraclassroom Activity Funds as of June 30, 2017

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts the Report to the Board of Education, Management’s Discussion and Analysis, Financial Statements and Supplemental Information and the Extraclassroom Activity Funds as of June 30,

2017 as prepared by EFPR Group, LLP.”

2. Donations

6.2.1. Donation - Nokomis Elementary School PTA

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, a donation from Nokomis Elementary School PTA in the amount of \$9,740. This donation is for the BOCES Performing Arts Code A2111-30-4971.”

6.2.2. Donation - Waverly PTA

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts with gratitude, the donation of a new digital sign for the Waverly Avenue Elementary School from the Waverly PTA. The value of this donation is \$10,000.”

3. Recommendations from the Committee on Special Education

6.3.1. 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”:

9/28, 9/29, 10/3, 10/4

VII. MONTHLY REPORTS

A. Determinations from the Committee on Preschool Special Education

7.A.1. 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:

9/29, 10/3

B. Board of Education Sub Committees

1. Sachem Legislative Committee
2. Sachem Citizens’ Advisory Audit Committee
3. Sachem Budget Advisory Committee
4. Sachem Policy Committee

C. 2017-18 Updates to the Board**D. 2017-18 Board Goals*****Goal #1 - Provide Safe and Secure Schools***

Ensure an educational environment where students are safe, supported and empowered in their learning for all school related activities as well as extra and co-curricular activities. Promote positive peer relationships, and successful student learning environments through a variety of avenues.

Student Success Indicator Alignment - Safety, Community Engagement, Physical and Mental Wellness, Social and Emotional Development

Actions Items

- Smart Schools Investment Plan - Security Vestibules, cameras, and visitor management systems
- Discipline work; Code of Conduct and suspension practices
- Review trainings with security staff

Goal #2 - Enhance Student Achievement, Quality of Instruction and Leadership Skills

Provide and implement a dynamic curriculum which incorporates critical thinking, collaboration, creativity, technology and civic responsibility while preparing students to thrive in a global community. The curriculum is supported by a K-12 district committee of educators and administrators focused on curriculum and instructional practices. All students will be provided with the opportunities to be college and career ready.

Student Success Indicator Alignment - Creativity, Innovation, Performance Assessments, Standardized Assessments

Actions

- Establish consistency in all curricula, assessments and instructional practices K-12
- Deepen student engagement and provide opportunities for rigor
- Review and align all secondary course offerings to NYSED graduation pathways
- Revise the elementary day schedule
- FLEX-Establish an exploratory World Languages and CTE program
- Provide equitable support for student needs
- Monitor and make recommendations to reduce class sizes
- Improve classroom technology
- Develop a wireless infrastructure
- Robust software and Internet resources

Goal #3 - Improve Parent, Community and Staff Communication

Cultivate community relationships and engagement by enhancing communication.

Student Success Indicator Alignment - Community Engagement, School Climate and Culture

Actions

- Telling our academic story
- Clearly articulate expectations to parents and families
- Improve participation at school events
- Cultivate school/business partnerships

Goal #4 - Improve Fiscal Responsibility and Accountability throughout the District

Focus on balancing the needs of students with taxpayer sensitivity, while aligning district resources to the goals of the Board of Education.

Student Success Indicator Alignment - Community Engagement, School Climate and Culture, Safety

Actions

- District Reserves and establish a reserve plan
- Capital improvements
- Sustainable budgeting
- Review of grants
- Review of out of district placements

Goal #5 - Committed to Providing the Staff with the Necessary Tools and Support to Provide the Students with the Highest Quality Education

Create an environment that establishes a foundation for the highest quality instruction and learning through recruitment, support and retention of staff. Creating opportunities and encouraging all employees to reach their full potential and positively impact the Sachem students and community through professional growth and learning opportunities.

Student Success Indicator Alignment - Creativity, School Climate and Culture, Democracy and Citizenship

Actions

- Cultivate a Professional Development (PD) consistent with the district PD plan.
- Construct district and building data teams to review student performance data.
- Implement a PD model that is mindful of instructional time.
- Conduct PD sessions that lead to future sessions facilitated by our own staff.

Goal #6 - We Are Sachem

Promote and strive for one Sachem family, and cultivate a sense of individual and collective pride throughout the district. Develop deep collaboration amongst our 15 schools, for both vertical and horizontal articulation, to support the highest quality programs and activities throughout the district.

Student Success Indicator Alignment - Community Engagement, School Climate and Culture, Democracy and Citizenship

Actions

- Pride in our school district
- Consistent experiences by grade level
- Vertical/Horizontal experiences
- Clear focus on student achievement and wellness

VIII. PRESENTATION/DISCUSSIONS**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 will be held on Wednesday, October 18, 2017 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