

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

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December 12, 2018

7:30 PM

Board of Education Room

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

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**I. OPENING OF MEETING**

1. **Roll Call**
2. **Call to Order**
3. **Salute to the Flag**
4. **Moment of Silence**
5. **WE ARE SACHEM – Pride/Presentations**
  - \* Superintendent’s Report
  - \* Wellness Presentation
6. **Approval of Minutes**

**1.6.1. Approval of Minutes**

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

November 14, 2018	Regular Meeting
November 28, 2018	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.

**BUSINESS ITEMS**

**III. CONSENT AGENDA FOR BUSINESS ITEMS 3.A.1. THROUGH 3.B.2.**

**A. Bid Awards**

**3.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:

	<b><u>RFP/Bid Number &amp; Title</u></b>	<b><u>Action Required</u></b>
a.	B 18-566A Playground Parts & Supplies	Approve
b.	B 18-521A Parts for Leak Detection & Monitoring Systems for Fuel & Acid Waste Tanks	Approve

**B. Treasurers Report**

**3.B.1. 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, 2018 for each fund as submitted by the District Treasurer, Cynthia Carvajal.

FURTHER, that the Board of Education approve the monthly Budget Status Report as of October 31, 2018 as submitted by the District Treasurer, Cynthia Carvajal.”

**Treasurer’s Report**

**Revenues**

**Expenditures**

**Balance Sheets (as of October 31, 2018)**

**3.B.2. Claims Audit Report - October 2018**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the Claims Audit Report as of October 31, 2018 as submitted by Cerini & Associates, LLP.”

**PERSONNEL ITEMS**

**IV. CONSENT AGENDA FOR PERSONNEL ITEMS 4.A.1. THROUGH 4.D.6.**

**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>
Foran, Amanda	Art	North	CCL	12/6/18-6/30/19
Stillufsen, Danielle	Science	North	CCL	12/18/18-1/25/19

**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>
Erb, Victoria	Physical Education	East	1-3	1/2/19-1/1/23
Kern, Clare	Elementary	Merrimac	9-7	1/2/19*

\*Excessed teacher, previously tenured

*Employees who fall under the APPR requirement must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of his or her probationary appointment to be granted or considered for tenure*

**4.A.3. Leave Replacements Appointments of Teaching Personnel**

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

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Tolmie, Kara	Art	North	1-4	12/13/18-6/30/19
Murphy, Eileen	Elementary	Chippewa	1-4	12/13/18-6/30/19

**4.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>
Azzato, Joseph	North	1/2/19	\$180.00
Marlowe, Monica	North	1/11/19	\$169.50

**4.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  
 Conforti, Roseann  
 Ehmann, Chelsea  
 Maliszewski, Kaitlyn  
 Masih, Jennifer  
 Olteanu, Sean

**4.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>
Caperna, Mark	12/6/18
Giannotti, Irene	12/6/18
Piccirillo, Alexander	12/6/18
Dixson, Melissa	12/6/18

**4.A.7. Approval of Extracurricular Clubs/Activities for the 2018-2019 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 2018-2019 school year":

<u>Name</u>	<u>Building/Activity</u>	<u>Amount</u>
Wrightson, Jackie	East/Central Treasurer	\$4,874.18
Ward, Kristina	Seneca/Drama Assistant Director	\$1,562.40

**4.A.8. Approval of Coaching Assignments**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following coaching assignments for the 2018-19 school year”:

<b><u>HOME SCHOOL SPRING HIGH SCHOOL:</u></b>	<b>FIRST</b>	<b>LAST</b>	<b>LOC</b>	<b>SPORT</b>	<b>SALARY*</b>
East	Christopher	Brink	East	Boys Lacrosse JV Head	\$7,542.00
East	Joseph	Coffey	East	Girls Track Varsity Assistant	\$5,616.00
North	Gary	Comstock	North	Baseball Varsity Assistant	\$6,521.00
OOD	Zachary	Dellacave	North	Boys Lacrosse JV Assistant	\$6,593.00
East	Russell	DiGrigoli	Sachem	Boys Tennis JV Head	\$4,461.00
East	Thomas	Erb	East	Girls Lacrosse Varsity Head	\$9,920.00
Sagamore	Brooke	Fallon	East	Girls Lacrosse JV Head	\$7,542.00
Samoset	Thomas	Gambino	North	Baseball Varsity Head	\$8,562.00
Sagamore	Edward	Gocinski	East	Boys Track Varsity Assistant	\$5,183.00
North	Danielle	Gresalfi	North	Girls Lacrosse JV Assistant	\$5,562.00
North	Alexander	Grimm	North	Boys Lacrosse Varsity Head	\$9,920.00
East	Edward	Haliasz, Jr.	Sachem	Girls Golf Varsity Head	\$6,302.00
Wenonah	Kevin	Krause	North	Girls Lacrosse Varsity Head	\$9,920.00
Sub	Tim	Lang	North	Boys Lacrosse Varsity Assistant	\$7,542.00
North	Ed	Manly	North	Girls Lacrosse Varsity	\$7,542.00

North	Michael	McCarthy	North	Assistant Boys Track Varsity	\$5,183.00
Sub	Joseph	Messina	East	Assistant Baseball JV Head	\$6,521.00
North	Anthony	Muratore	North	Boys Lacrosse JV Head	\$7,542.00
OOD	Jenna	Pierro	North	Girls Lacrosse JV Head	\$7,542.00
OOD	Kenneth	Ruddick	North	Girls Track Varsity	\$5,616.00
OOD	Ken	Sasso	North	Assistant Softball Varsity Head	\$8,562.00
East	Daniel	Schaub	East	Girls Track Varsity Head	\$7,358.00
OOD	Jeff	Shuder	North	Girls Track Varsity	\$5,616.00
East	Phil	Torregrosa	East	Assistant Girls Lacrosse Varsity	\$7,542.00
North	Bryan	Vaccaro	East	Assistant Baseball Varsity	\$6,521.00
OOD	Alexander	Young	North	Assistant Girls Track Varsity Head	\$7,358.00
North	Ray	Chopay	North	Baseball JV Head	\$6,521.00
East	Sean	Holden	Sachem	Boys Tennis Varsity	\$6,302.00
East	Kevin	Schnupp	East	Baseball Varsity Head	\$8,562.00
OOD	Daniel	Donato	North	Softball JV	\$6,521.00
OOD	Ralph	Forman	East	Softball Varsity Head	\$8,562.00
Seneca	Diana	Rose	East	Softball Varsity Assistant	\$6,521.00

**SPRING**  
**MIDDLE**  
**SCHOOL**

Sagamore	Danielle	Clark	Sagamore	Boys & Girls Track, MS Assistant	\$3,187.00
Samoset	Allison	Angermaier	Samoset	Boys & Girls Track MS Head	\$3,711.00
Sagamore	Stephen	Bachy	Sagamore	Boys Lacrosse MS Assistant	\$4,036.00
Sagamore	Kathleen	Bodkin	Sachem	Boys & Girls Swimming MS	\$3,282.00
Sagamore	Jocelyn	Brown	Sagamore	Boys & Girls Track MS Assistant	\$3,187.00
Samoset	James	Byrne	Samoset	Softball MS Head	\$4,144.00
Seneca	Peter	Cafiso	Seneca	Boys & Girls Track MS Head	\$3,711.00
Sagamore	Kevin	Collins	Sagamore	Boys Lacrosse MS Head	\$4,711.00
Sagamore	Scott	Dohrman	Sagamore	Softball MS Head	\$4,144.00
Adapt PE	Lorie	Dow	Samoset	Girls Lacrosse MS Assistant	\$4,036.00
Samoset	Megan	Fleri	Samoset	Girls Lacrosse MS Head	\$4,711.00
Seneca	Brian	Harvey	Seneca	Baseball MS Head	\$4,144.00
Waverly	Catherine	Juliano	Seneca	Boys & Girls Track MS Assistant	\$2,954.00
Samoset	Nicholas	Kreamer	Samoset	Boys & Girls Track MS Assistant	\$3,187.00
OOD	John	Lang	Samoset	Boys Lacrosse MS Head	\$4,711.00
Samoset	Julianne	Miller	Samoset	Boys & Girls Track MS Assistant	\$3,187.00
OOD	Michael	Nowakowski	Sachem	Girls Gymnastics MS	\$4,144.00
Sagamore	Laura	Onorato	Sagamore	Girls Lacrosse MS Assistant	\$4,036.00

Sagamore	Kenneth	Parkinson	Sagamore	Boys & Girls Track MS Head	\$3,711.00
Merrimac	Renee	Richter	Seneca	Girls Lacrosse MS Head	\$4,711.00
Merrimac	Robert	Romano	Seneca	Girls Lacrosse MS Assistant	\$3,733.00
OOD	Al	Scott	Sachem	Boys & Girls Swimming MS	\$3,282.00
OOD	Carly	Sharp	Sagamore	Girls Lacrosse MS Head	\$4,357.00
Sub	Jan	Zettwoch	Sachem	Girls Gymnastics MS	\$4,144.00

**WINTER**

**Volunteer**

OOD	Francesco	Merante	East	Wrestling	n/a
OOD	Taryn	Prusinski	North	Arrowettes	n/a

\*Contractual Stipend Only

**4.A.9. Approval of Regents Test Review Staff**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve two 2 hour sessions at each high school, totaling 4 sessions for the following staff for Geometry math regents test review in January 2019".

Scott Kennedy  
Cristina McDermott

**4.A.10. Approval of Extra-Curricular Athletic Club Advisors and Timers/Scorers/Announcers**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of Extra-Curricular Athletic Club Advisors and Timers/Scorers/Announcers for the 2018-19 school year as follows":

**WINTER**

**HOME**

**SCHOOL FIRST LAST LOC SPORT SALARY\*  
INTRAMURAL**

North	Greg	Lauri	North	HS Weight Room (10 units/week for 12 wks) Intramural Advisor	
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**4.A.11. Approval of SCTA Side Letter Agreement**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve a Side Letter of Agreement between the SCTA (Sachem Central Teachers Association) and the Sachem Central School District regarding additional hours for Open School Night dated November 30, 2018."

**B. Teacher Assistants**

**4.B.1. Appointment of Leave Replacement Teaching Assistants**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of leave replacement teacher assistants as follows":

<u>Name</u>	<u>Tenure Area</u>	<u>School</u>	<u>Step</u>	<u>Dates</u>
Deacy, Danielle	Special Education Teacher Assistant	Chippewa	1-3	12/4/18-6/30/19

**C. Administrators**

**4.C.1. Return from Leave of Absence of Administrative Personnel**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the return from leave of absence of administrative personnel as follows":

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Date</u>
Johnson, Lisa	Assistant Principal	East	12/14/18

**4.C.2. Appointment of Leave Replacement Assistant Principal**

BE IT RESOLVED, that the Board of Education approve the appointment of Ingrid Hrvatin as a leave replacement Assistant Principal at North High School effective December 13, 2018 through June 30, 2019 at a per diem rate of \$600 and no fringe benefits.

**D. Support Staff**

**4.D.1. 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 &amp; Assignment</u>	<u>Retirement Date</u>
Giliberto, Arlette	Bus Driver/Transportation	12/29/18 20 yrs., 4 mos.

**4.D.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>
<b><u>Aide</u></b>	
Centrone, Janine	12/12/18
Ragano, Lori	12/12/18
Wolfson, Jennie	12/12/18
<b><u>Security Guard</u></b>	
Esposito, Joseph	12/12/18
McCarrick, Bryan	12/12/18
Uhlmann, Matthew	12/12/18

**4.D.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 &amp; Assignment</u>	<u>Base Salary</u>	<u>Service Begins</u>	<u>Probationary Appointment</u>
Boris, Julia	Recreation Aide/ Child Care	\$11.00/hr.	12/13/18	None
Centrone, Janine	Special Ed Aide/Lynwood	\$12.10/hr.	12/13/18	None
Esposito, Joseph	Campus Security/ District Wide	\$19.90/hr.	12/13/18	None
McCarrick, Bryan	Campus Security/ District Wide	\$19.90/hr.	12/13/18	None
Parisi, Nicole	Recreation Aide/ Child Care	\$11.00/hr.	12/13/18	None
Uhlmann, Matthew	Campus Security/ District Wide	\$19.90/hr.	12/13/18	None
Ragano, Lori	Special Ed Aide/ Chippewa	\$12.10/hr.	12/13/18	None
Wolfson, Jennie	Special Ed Aide/	\$12.10/hr.	12/13/18	None

Lynwood

**4.D.4. 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>Aides</u>	
Araujo, Maria	12/13/18
 <u>Clerical</u>	
Reid-Hatton, Deborah	12/13/18
 <u>Individual Nurse</u>	
Sigler, Dianne	12/13/18
 <u>Nurse</u>	
Sigler, Dianne	12/13/18
 <u>Security Guard</u>	
McCabe, Brian	12/13/18

**4.D.5. Approval of Translators/Interpreters for the 2018-19 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 2018-19 school year:”

Flores, Amanda

**V. ACTION ITEMS**

**1. Consent Agenda for Action Items 5.1.1. through 5.1.11.**

**5.1.1. Approval of Transportation Contracts with Eastern Suffolk BOCES 2018-19**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following transportation contracts with Eastern Suffolk BOCES for the 2018-2019 school year”:

<u>Program</u>	<u>Total Anticipated Annual Cost</u>
Regional Transportation Program	\$661,367
Non-Public Transportation Program	\$102,367

The period of service is September 1, 2018 through June 30, 2019.

**5.1.2. Approval of Agreement with Premiere Speakers Bureau 2018-19**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Premiere Speakers Bureau to provide five (5) professional development consulting sessions by Adam Welcome. In full consideration for the services to be rendered, the District agrees to pay consultant \$32,000. The term of this agreement shall be December 1, 2018 through June 30, 2019. This contract has been reviewed and approved by the school district’s attorney.”

**5.1.3. Approval of Health and Welfare Services Agreement with West Islip School District 2018-19**

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 School District to provide health and welfare services to students who reside in Sachem CSD attending non-public schools in West Islip SD. The rate for this service is \$895.96 per eligible student. The term of this agreement shall be from July 1, 2018 through June 30, 2019. This agreement has been reviewed and approved by the school district’s attorney.”

**5.1.4. Approval of Health and Welfare Services Agreement with Central Islip Union Free School District 2018-19**

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 Sachem CSD attending non-public schools in Central Islip UFSD. The rate for this service is \$972.20 per eligible student. The term of this agreement shall be from September 4, 2018 through June 26, 2019. This agreement has been reviewed and approved by the school district’s attorney.”

**5.1.5. Approval of Special Education Services Agreement with West Islip School District 2018-19**

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 School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the West Islip SD, but reside in the Sachem CSD. West Islip SD 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, 2018 through June 30, 2019. This agreement has been reviewed and approved by the school district’s attorney.”

**5.1.6. Approval of Special Education Services Agreement with Half Hollow Hills Central School District 2018-19**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Half Hollow Hills Central School District to provide special education services to parentally-placed students with disabilities, when such students attend private schools in the Half Hollow Hills CSD, but reside in the Sachem CSD. Half Hollow Hills 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 September 1, 2018 through June 30, 2019. This agreement has been reviewed and approved by the school district’s attorney.”

**5.1.7. Approval of Agreement with Sachem Swim Club of Long Island 2019**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement between Sachem Central School District and Sachem Swim Club of Long Island for their usage of the pools at Sachem High School East and Sachem High School North from January 1, 2019 through June 30, 2019. Due to the timing of this agreement and unforeseen circumstances, this contract is pending attorney approval.”

**5.1.8. Appointment of Board Committee Members**

RECOMMENDED ACTION: "that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of the following individuals as Board Committee Members:"

<u>Name</u>	<u>Board Committee</u>
Imad Chaudhry	Budget Advisory Committee
Kristin Gelzinis	Budget Advisory Committee
James Green	Sachem Legislative Committee
Mark Salzano	Sachem Legislative Committee

**5.1.9. Approval of Equipment Disposal**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the disposition of equipment, as listed below, for the Sachem Central School District in accordance with Policy 6900 - Disposal of District Property.”

<b>VEHICLES FOR DISPOSAL 2018/19</b>
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DESCRIPTION OF VEHICLE TO BE DECLARED SURPLUS	VIN#	DISTRICT VEHICLE NAME	CONDITION
1994 Ford Crown Victoria	2FALP71W3RX145137	S6	poor
1996 Ford Crown Victoria	2FALP71W6TX107750	S28	poor
2000 Chevrolet Van	1GCFG25MXY1236027	M10	poor
2000 Chevrolet Van	1GCFG25M3Y1236385	M15	poor
1996 Ford F150 Pick-up	1FTEF15YXTLC06616	G16	poor
1995 GMC Pick-up	1GTFK24K3SE538077	G6	poor

**5.1.10. Approval of Eastern Suffolk BOCES Leasehold Space Agreement - Samoset Middle School**

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

**WHEREAS,** New York State Education Law Section 403-a authorizes a Board of Education to lease real property that is not currently needed for school district purposes; and

**WHEREAS,** the Board of Cooperative Educational Services, the First Supervisory District of Suffolk County (“Eastern Suffolk BOCES”) desires to lease twelve (12) regular full-sized classrooms at the premises located at 51 School Street, Lake Ronkonkoma, New York 11779 (commonly known as Samoset Middle School) for operation of Eastern Suffolk BOCES programs; and

**WHEREAS,** the Board of Education has confirmed that the classrooms sought to be leased at Samoset Middle School are not currently needed for District purposes and that the lease between the School District and Eastern Suffolk BOCES is in the best interest of the School District;

**BE IT RESOLVED** that, upon the recommendation of the Superintendent of Schools, the Board of Education of the Sachem Central School District hereby authorizes the lease of twelve (12) regular full-sized classrooms at Samoset Middle School to Eastern Suffolk BOCES for the term commencing on July 1, 2019 through June 30, 2024 subject to the terms and conditions set forth in the written agreement between the parties; and

**BE IT FURTHER RESOLVED** that the Board of Education of the Sachem Central School District authorizes the Board President to execute the written Lease Agreement on behalf of the Board of Education.

**5.1.11. Approval of Amendment to Eastern Suffolk BOCES Leasehold Space Agreement - Samoset Middle School**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education approves the amendment to the Leasehold Space Agreement between Sachem Central School District and Eastern Suffolk BOCES to provide for the rental of twelve (12) regular sized classrooms at Samoset Middle School for the period of July 8, 2019 through August 16, 2019. BOCES shall pay an additional prorated rental fee for the six (6) week session. This amendment has been reviewed and approved by the school district’s attorney.”

**2. Donation**

**5.2.1. Donation - Sachem Resident**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts, with gratitude, a donation from a Sachem resident, who wishes to remain anonymous, of a five-piece drum set with a foot pedal to the secondary Music Program. The value of this donation is approximately \$100.00.”

**5.2.2. Donation - Linda Matejka**

RECOMMENDED ACTION: “that, upon the recommendation of the Superintendent of Schools, the Board of Education accepts, with gratitude, a donation from Linda Matejka of a Logan metal lathe with accessories to Sachem North. The value of this donation is approximately \$1,800.00.”

**3. Field Trip**

**5.3.1. Approval of Music Field Trip**

RECOMMENDED ACTION: "that, upon the recommendation of the superintendent of Schools, the Board of Education approves the following field trip."

NAfME Eastern Division Honors Ensemble  
All-East Mixed Chorus  
April 4-7, 2019  
Pittsburgh, Pennsylvania

**4. Policy Review**

**5.4.1. First Reading and Abolishment of Policies - No Action Required**

1st Reading – Policy	4010	Equivalence in Instructional Materials
	4110	School Calendar and School Day
	4200	Curriculum Management

- 4325 Academic Intervention Services
- 4326 English Language Learners
- 4327 Alternative Instruction

- Abolishment/Consolidate – Policy
- 4311.2 Values Education
    - 4100 Organization of Instruction
    - 4200 Curriculum Development
    - 4220 Pilot Projects
    - 4240 Curriculum Guides and Course Outlines
    - 4300 Curriculum
    - 4310 Basic Instruction Program
    - 4311 Citizenship Education
    - 4313 Teaching About Religion
    - 4314 Occupational Education
    - 4315 Health Education
    - 4315.1A AIDS Instruction
    - 4316 Physical Education
    - 4317 Teaching About Drugs Alcohol and Tobacco
    - 4319 Science and Math Instruction
    - 4320 Reading Policy
    - 4322 Programs for the Gifted and Talented
    - 4334.1 High School Credit for College Courses
    - 4340 Adult Education Programs
    - 4410 Grouping for Instruction
    - 4430 Student Schedules and Course Loads

## 5. Recommendations from the Committee on Special Education

### 5.5.1. 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”:

11/29, 11/30, 12/4, 12/5, 12/6, 12/7, 12/10, 12/11, 12/12



**VI. MONTHLY REPORTS****A. Determinations from the Committee on Preschool Special Education****6.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:

11/29, 12/3, 12/4, 12/5, 12/11

**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. 2018-19 Updates to the Board****D. 2018-19 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

***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

***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

***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

***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

***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

**VII. PRESENTATION/DISCUSSIONS**

**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 January 9, 2019 at 7:30 PM in the Board Room at Samoset Middle School.

**IX. EXECUTIVE SESSION**

The Board may entertain a motion to meet in Executive Session. There will be no items requiring a vote.

**X. ADJOURN**

**SACHEM CSD**

**POLICY FOR 1<sup>ST</sup> READING**

**December 12, 2018**

**Sachem Central School District**

**Policy Committee Meeting**

**November 26, 2018**

# **Sachem Central School District**

## **Policy Committee Meeting**

### **November 26, 2018**

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- 1. Policy 4010 Equivalence in Instructional Materials**
- 2. Policy 4110 School Calendar and School Day**
- 3. Policy 4200 Curriculum Management**

**Consolidate/abolish the following policies:**

- Policy 4311.2 Values Education**
  - Policy 4100 Organization of Instruction**
  - Policy 4200 Curriculum Development**
  - Policy 4220 Pilot Projects**
  - Policy 4240 Curriculum Guides and Course Outlines**
  - Policy 4300 Curriculum**
  - Policy 4310 Basic Instruction Program**
  - Policy 4311 Citizenship Education**
  - Policy 4313 Teaching About Religion**
  - Policy 4314 Occupational Education**
  - Policy 4315 Health Education**
  - Policy 4315.1A AIDS Instruction**
  - Policy 4316 Physical Education**
  - Policy 4317 Teaching about Drugs Alcohol and Tobacco**
  - Policy 4319 Science and Math Instruction**
  - Policy 4320 Reading Policy**
  - Policy 4322 Programs for the Gifted and Talented**
  - Policy 4334.1 High School Credit for College Courses**
  - Policy 4340 Adult Education Programs**
  - Policy 4410 Grouping for Instruction**
  - Policy 4430 Student Schedules and Course Loads**
- 4. Policy 4325 Academic Intervention Services**
  - 5. Policy 4326 English Language Learners**
  - 6. Policy 4327 Alternative Instruction**

***-DRAFT REVISED POLICY-***

**SACHEM CENTRAL SCHOOL DISTRICT**

**EQUIVALENCE IN INSTRUCTIONAL  
STAFF AND MATERIALS**

**Policy 4010**

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~~In accordance with federal regulations, In accordance with the federal No Child Left Behind Act, as amended by the Every Student Succeeds Act, directs that in the event that a school(s) provides services pursuant to Title I, said services, when taken as a whole, shall be substantially comparable to services in schools and programs that do not receive Title I funds. This includes curriculum materials, instructional supplies, and personnel (teachers, administrators, and other personnel).~~ ~~the Board of Education will ensure equivalence among district schools in teachers, administrators, and auxiliary personnel; and in the provision of curricular materials and instructional supplies.~~ The Superintendent of Schools shall follow the State Education Department guidelines in determining such equivalence on an annual basis, and report to the Board of Education, upon request, on the status of aSchool District schools with regard to equivalence. The School District shall maintain records, updated biannually, documenting this equivalence.

Cross-ref: 4200 Curriculum Management

Ref: 20 USC §6321(c) (No Child Left Behind Act of 2001)

Adoption Date: January 20, 1998

***-DRAFT REVISED POLICY-***

**SACHEM CENTRAL SCHOOL DISTRICT**

**SCHOOL CALENDAR AND SCHOOL DAY**

**Policy 4110**

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~~The school calendar for the ensuing year will be developed by the Superintendent of Schools and presented to the Board of Education for approval in the spring of each year. The number of days scheduled for students will meet or exceed the requirements of state law.~~

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~~The Superintendent of Schools will develop and present to the Board of Education school year schedules that fulfill state requirements and comply with the collective bargaining agreement(s) currently in effect within the district.~~

The Superintendent of Schools shall determine annually the length of the school day for School District students, based on such factors as program offerings, number of vehicles available for transporting students, student building assignments, total student population, school facilities, and collective bargaining agreements. Prior to presentation to the Board of Education for its review and approval, the Superintendent of Schools shall share with each employee bargaining unit the draft calendar. Provision shall be made for including extra days to permit emergency closing for inclement weather or other emergencies which make attendance at school impossible.

The school day shall include at least the minimum hours of instruction required by the regulations of the Commissioner of Education.

Adoption Date: January 20, 1998

# **EXISTING POLICY**



**SCHOOL CALENDAR**

The school calendar for the ensuing year will be developed by the Superintendent of Schools and presented to the Board of Education for approval in the spring of each year. The number of days scheduled for students will meet or exceed the requirements of state law.

Ref: Education Law §§3015(2); 3101(3); 3204(4); 3604(7-8)  
8 NYCRR Part 175

Adoption date: January 20, 1998

**SCHOOL YEAR**

The Superintendent of Schools will develop and present to the Board of Education school year schedules that fulfill state requirements and comply with the collective bargaining agreement(s) currently in effect within the district.

Adoption date: January 20, 1998

***-DRAFT REVISED POLICY-***

**SACHEM CENTRAL SCHOOL DISTRICT**

**CURRICULUM MANAGEMENT**

**Policy 4200**

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The Board of Education recognizes its responsibility for the development, assessment and improvement of the educational program of its schools. To this end, the Board of Education is committed to establishing and maintaining a coordinated curriculum management process that:

- defines how the School District's curriculum is developed and approved.
- determines that the curriculum is taught and tested.
- provides for the ongoing review and evaluation of the curriculum.

In order to achieve its annual instructional goals, the Board of Education supports a collaborative approach to curriculum development. Such an approach must recognize the interrelation of a "core" curriculum and effective instructional processes, as well as interdisciplinary applications and articulation of programs from one level to the next.

1. A core curriculum will include basic content area knowledge and related skills, while keeping in mind that such information needs continuous updating. Curricula will also be designed to encourage transferable concepts and skills, including critical thinking skills. The Board of Education is committed to providing district students and staff with appropriate instructional materials to implement curricula. In addition, all students are assured equal access to courses of study, regardless of age, race, creed, color, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics or marital status.

The Superintendent of Schools shall work with other School District administrators to integrate current educational theory and research on curricula design and successful instructional strategies practiced by comparable districts. State syllabi, supplemental materials, and handbooks are to be used for general curricular guidelines. However, the Board of Education encourages the creation of flexible curriculum guides and the use of a variety of instructional materials that support these guides. Such materials shall reflect a sensitivity to district students, their concerns, learning styles, and changing developmental abilities and needs.

Parents and members of the community are encouraged to provide feedback on School District curricula and instruction. The Superintendent of Schools will consult with principals, other administrators, teachers, students, and the community in order to develop a responsive curriculum and to promote a continuing review and upgrading of such curriculum. To this end, the Superintendent of Schools, or his/her designee, shall periodically conduct a curriculum review which may include surveys, data analysis and a review of best practices. This information, along with input from other sources, will be utilized in evaluating and revising School District curricula.

Curriculum changes will take into consideration the results of state and local testing and classroom evaluations, reflect minimum state requirements, and address further needs of the

***-DRAFT REVISED POLICY-***

**SACHEM CENTRAL SCHOOL DISTRICT**

**CURRICULUM MANAGEMENT**

**Policy 4200**

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community and student populations. The Board of Education expects administrators and staff to work together in evaluating the educational program and recommending changes or additions in courses, programs, instructional methodology, and/or staff development activities which are necessary to implement such changes and/or additions.

At its meetings, the Board of Education will hear regular reports on curriculum-related matters such as instructional programs, the work of curriculum committees, and periodic evaluation of specific curriculum areas.

Adoption Date:

# **EXISTING POLICY**

## **SACHEM CENTRAL SCHOOL DISTRICT**

### **ACADEMIC INTERVENTION SERVICES**

**POLICY 4325**

The Board of Education is committed to providing academic intervention services to students at risk of not meeting the state learning standards. Such services may include additional instruction supplementing the instruction provided in the general curriculum and/or student support services such as guidance, counseling, attendance and study skills needed to support improved academic performance.

Eligibility for academic intervention services will be determined based upon multiple measure of ~~on~~ a student's performance on state assessment exams and/or in accordance with the uniformly applied district- developed district-adopted procedures. Eligible students will receive services consistent with law and regulations which shall commence no later than the beginning of the semester following a determination that a student is eligible for such services. Students who are not eligible to receive academic intervention services based on state assessments may be eligible to receive academic interventions through the School ~~and~~ District's Response to Intervention (RtI) program. Parental notification and involvement and review of the RtI program will emulate the procedures for academic intervention services.

#### **Notification to Parent/Guardian and Involvement**

Notification on Commencement of Services. The Building Principal will notify the parents/guardians of a student determined to be in need of academic intervention services, in writing, upon the commencement of such services. ~~Such notification will~~ shall include:

- A summary of the academic intervention services to be provided;
- The reason the student needs such services; and
- Consequences of not achieving expected performance levels.

#### **Ongoing communication with parents or persons in parent relation.**

Parents/ or persons in parental relation to students receiving academic intervention services shall be provided with:

- An opportunity to consult with the student's regular classroom teacher(s), and other professional staff providing academic intervention services, at least once per semester during the regular school year;
- Reports on the student's progress at least once each quarter during the regular school year by mail, telephone, telecommunications or other means, in a language or mode of communication understood by the parents or person in parental relation; and
- Information on ways to work with their child to improve achievement, monitor their child's progress and work with teachers to improve their child's achievement.

## SACHEM CENTRAL SCHOOL DISTRICT

### ACADEMIC INTERVENTION SERVICES

POLICY 4325

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#### Notification on Ending of Services

The Building Principal will notify the parent/guardian in writing when academic intervention services are no longer needed. Such notification will include:

- The criteria for ending services; and
- The performance levels obtained on School District selected assessments, if appropriate.

~~In addition, the School District will provide for ongoing communication with parents/guardians, including opportunities to consult with teachers and other professional staff, regular reports on the student's progress and information on ways to monitor and work with educators to improve the student's performance.~~

All parental/guardian notifications and communications will be provided in English and translated, when appropriate, into the native language or mode of communication of the parents/guardians.

~~In the event a parent/guardian disputes the School District's determination concerning the provision of academic intervention services, the parent/guardian may request a meeting with the Building Principal to discuss said determination.~~

#### Description and Review of Academic Intervention Services

The Superintendent of Schools, in consultation with each Building Principal, shall maintain a description of academic intervention and/or student support services for each school. This description will include any variations in services in schools within the School District and will specifically delineate:

- the School District-wide procedures used to determine the need for academic intervention services;
- the academic intervention instructional and/or support services to be provided;
- whether instructional services and/or support services are offered during the regular school day or during an extended school day or year; and
- the criteria for ending services, including, if appropriate, performance levels that students must obtain on School District-selected assessments.

~~Notwithstanding the foregoing, the School District may provide a Response to Intervention (RtI) program in lieu of providing academic intervention services (AIS) to eligible students, provided that:~~

- ~~• the RtI program is provided in a manner consistent with the notification requirements set forth herein;~~

***-DRAFT REVISED POLICY-***

**SACHEM CENTRAL SCHOOL DISTRICT**

**ACADEMIC INTERVENTION SERVICES**

**POLICY 4325**

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- the RtI program is made available at the grade levels and subject areas (reading/math) for which students are identified as eligible for AIS; and
- the School District shall submit to the State Education Department no later than September 1<sup>st</sup> of such school year, a signed statement of assurance that the services provided under the School District's RtI program meet the requirements set forth herein.

The School District will post its AIS plan on the School District's website or distribute the plan to parents in writing. ~~Beginning July 1, 2002 and e~~Every two (2) years the Superintendent of Schools shall review and revise the description of academic intervention services based on student performance results and present such revised description to the Board of Education for approval.

Cross-ref:

Ref: 8 NYCRR §§100.1(g); 100.2(r), (ee); 100.4(b)(2), (c)(5)

Adoption Date:



# HERRICKS UNION FREE SCHOOL DISTRICT

## ENGLISH LANGUAGE LEARNERS INSTRUCTION

Policy 4326

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The Board of Education believes that students who, by reason of foreign birth or ancestry, have limited English proficiency, will be more effective learners of both the language and the curriculum if they receive instruction in both their native language and English. The School District will therefore make every effort to provide English language learners (ELL) with an appropriate program of transitional bilingual education or free-standing English as a second language program.

Pursuant to this policy and the Regulations of the Commissioner of Education, the Superintendent of Schools or his/her designee is directed to develop appropriate administrative regulations so that ELL students: :

- are diagnostically screened for limited English proficiency in accordance with Part 117 and 154 of the Commissioner's Regulations. Those students, who according to their scores are identified as ELL, will be annually evaluated. Included in the evaluation shall be each student's performance in content areas to measure academic progress; have access to appropriate instructional and support services, including guidance programs;
- have equal opportunities to participate in all school programs and extracurricular activities as non-ELL students; and
- are provided with the appropriate educational strategies to facilitate his/her acquisition and development of English language skills and to enable him/her to meet the standards of education of the State and the School District.

The Superintendent of Schools or his/her designee shall be responsible for (1) providing the Commissioner with all information required under the Commissioner's Regulations and (2) providing appropriate school-related information to the parents of ELL students in English, or when necessary, in the language they understand. In addition, the Superintendent of Schools or his/her designee shall ensure that all teachers employed for any bilingual and/or ESL program are properly certified in accordance with the Commissioner's Regulations.

Ref: Education Law §3204  
Bilingual Education Act of 1974, §§701 et seq., 20 U.S.C. §§880b et seq.  
Equal Educational Opportunities Act of 1974, §§201 et seq., 20 U.S.C. §§1701 et seq.  
8 NYCRR §§80.9; 80.10; 117; 154 et seq.

Adoption Date: March 9, 2017

***-DRAFT REVISED POLICY-***

**SACHEM CENTRAL SCHOOL DISTRICT**

**~~HOMEBOUND~~ ALTERNATIVE INSTRUCTION**

**Policy 4327**

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~~Homebound instruction is a service provided to students who are unable to attend school due to medical, emotional or disciplinary problems.~~

The Board of Education will provide alternative instruction to pupils who are unable to attend school due to medical, emotional, or disciplinary problems in accordance with law.

~~To the extent possible, secondary students shall be offered home instruction for two hours per day and elementary students shall be offered home instruction for one hour per day.~~ Secondary school students who are under seventeen years of age and who require~~ing~~ alternative instruction will receive instruction for two hours per day and elementary pupils requiring alternative instruction will receive one hour of instruction per day. Students will receive credit for work completed while on alternative homebound instruction.

The ~~School~~ District will provide alternative instruction ~~makes provisions for homebound instruction~~ upon referral from the Medical Director or the Superintendent of Schools or his/her designee ~~Coordinator of Student Services in accordance with following~~ the guidelines established by the Superintendent of Schools for placing a student on alternative ~~homebound~~ instruction.

Adoption Date: