



Letter to the Board

Michael Havens

Superintendent of Schools

Phone: 315-524-1001

Fax: 315-524-1049

October 7, 2005

"I find television very educating. Every time somebody turns on the set, I go into the other room and read a book." - - Groucho Marx

Greetings from Wayne Central. Below are a few items of interest.

Board Agenda:

1. **Executive Session:** There will be an executive session at 6:30 to discuss the high school principalship. Mr. VanderByl will be there to review the details of the agreement.
2. **New Staff Reception:** We will be hosting a welcome reception for all new staff of the district. This includes staff hired throughout last year (from last fall to present). I have a list of staff invited, their respective positions and buildings. Administrators will be reading the names and positions of those in attendance. Then we will break for cake and refreshments.
3. **Energy Plans:** Last month I sent you a memo about the increased fuel costs. Mr. Atseff has been meeting with a group of administrators to develop a plan to address the budget gap. He will present this information to the Board.
4. **NYSSBA Conference Discussion:** I will just be reminding you that this event is approaching.
5. **Capital Project Update:** Greg will give an update on the project, including information on the football field turf. Contractors are finishing up details trying to get their punch lists finished. The concrete floor in the fitness room still does not have a low enough moisture to put down the flooring. Hopefully by next week it will pass inspection.
6. **Financial Update:** Mr. Atseff will provide a district financial update. The annual audit was completed just last week. After talking with Ray Wager, we are ready to make a recommendation about the placement of the fund balance realized last year as a result of the Ginna settlement. I have enclosed a letter from Greg with those recommendations. If you have any questions regarding the recommendations please do not hesitate to call Greg sometime before the meeting. He will be happy to answer any questions.
7. **Business Items:** Personnel Actions and CSE/CPSE Actions are presented and recommended for approval. The August Treasurer's Report is submitted for your review. Attached is the Red Ribbon Resolution proclaiming October 23-29 as the Anti-Drug and Alcohol Awareness Week. We will be recognizing activities in our schools and communities throughout this weeklong celebration of drug free lifestyle choices. Deb Germain, Walworth Recreation Director is the community leader in this campaign. Under the Consensus Agenda I also recommend approval of the bid for paper supplies, budget transfer, a gift to the district and the transfers to reserve funds that Greg will have discussed during the superintendent's report.

Board Letter:

1. **Three Boards Meeting:** Reminder that the next board meeting is the Three Boards Meeting on October 25 at 7:30 p.m. at the Walworth Town Hall on Lorraine Drive. So far the agenda items I have to submit are: county sales tax/fiscal report and fuel savings discussion.
2. **October 7 Professional Development Day:** Attached are the agendas for the activities that occurred in the various buildings or in various groups for today's staff development day. Larry has put together a comprehensive agenda with training and development workshops that will benefit all our instructional staff. If you have any questions regarding any of the sessions, send me a note.
3. **District Directory:** Attached is the District Directory. Please let us know if you have changes or corrections. Updates are required a few times a year.
4. **Policy Committee Meeting Minutes:** Attached are minutes from the September 22 meeting.
5. **Councilmen Letters:** Attached are letters of appreciation sent to town council men and women who attended the ribbon cutting ceremonies (Camp, Shears, Molino, Marini).
6. **Board Meeting Responses:** Attached are letters in response to questions raised at the last board meeting (Brown, Barnes).
7. **German Exchange Reception:** On October 24 at 10:15 a.m. we will be hosting a reception in the District Office Conference Room for the German American Partnership Exchange students and their chaperone upon their arrival in our schools. They will be spending some time attending school at Wane Central while living with their host families in Ontario and Walworth. These students hosted our Wayne students when they traveled to Germany last spring. We have invited town supervisors Joe Molino and Frank Guelli to attend and welcome them to their respective towns (see attached letter). I would like to invite any our board members to attend if you can fit it into your schedules. It is a wonderful program that really immerses the students into each others cultures. Please let me know if you can attend.
8. **NYSSBA Amendments & Rebuttals:** I received a mailing with additional proposed resolutions for consideration by the board. You need to let your delegate, Joyce Lyke know your position on these items so she make act according at the convention.
9. **Labor Management Meeting:** We had our first Labor Management Meetings with WTA and CSEA. The initial meetings were great. We have come a long way these past few years in building trust between the union leadership and the district.
10. **Upcoming Events:**
 - 10/10 – Columbus Day – School Closed
 - 10/14&15 – Haunted Hayride @ Casey Park – 6:30 – 11:00 p.m.
 - 10/17 – HS PTSA Meeting @ DO – 7:00 p.m.
 - 10/18 – Rotary Dinner & Tour @ HS – 6:15 p.m.
 - 10/23-29 – Red Ribbon Week
 - 10/27-29 – NYSSBA Convention @ Rochester Convention Center

Athletics: (Home Events)

10/11 – Girls' JV & V Soccer vs. Canandaigua – 4:15 & 7:00 p.m.

10/11 – Girls’ JV & V Volleyball vs. Geneva – 5:00 & 6:00 p.m.
10/14 – Boys’ JV & V Soccer vs. Pal-Mac – 4:15 p.m. & 7:00 p.m.
10/15 – JV Football vs. Midlakes – 2:00 p.m.
10/17 – Girls’ JV & V Soccer vs. Pal-Mac – 4:15 p.m. & 7:00 p.m.
10/18 – Boys’ JV & V Volleyball vs. NR-Wolcott – 5:30 & 6:30 p.m.
10/18 – Boys’ JV & V Soccer vs. Marcus Whitman – 4:15 p.m. & 7:00 p.m.

10. **Attachments:**

- a) Ribbon Cutting Thank You Letter
- b) Susan Brown Letter
- c) Anne Barnes Letter
- d) German Exchange Letter
- e) Policy Committee Meeting Minutes - 9/22
- f) Ontario Town Board Meeting Minutes – 9/26
- g) NYSSBA Amendments & Rebuttals
- h) October 7 Professional Development Day Agenda
- i) Directory

A Kindergarten teacher was observing her classroom of children while they were drawing.

She would occasionally walk around to see each child's work.

As she got to one little girl who was working diligently, she asked what the drawing was.

The girl replied, "I'm drawing God."

The teacher paused and said, "But no one knows what God looks like."

Without missing a beat, or looking up from her drawing, the girl replied, "They will in a minute."



Wayne Central School District Office of the Superintendent of Schools

PO Box 155
6076 Ontario Center Road
Ontario Center, NY 14520
315-524-1001

October 3, 2005

Mr. Donald Camp, Councilman
Town of Ontario
1850 Ridge Road
Ontario, NY 14519

Dear Don,

On behalf of the district administration and the Wayne Central Board of Education, I would like to extend my appreciation for your attendance at our recent Ribbon Cutting Ceremony. You have been a consistent supporter of the school district and our mission of providing excellent educational opportunities to the students of this community.

Our district leaders recognize how difficult it is for public entities to be successful in isolation. We are thankful for the positive working relationship we share. Keeping our schools strong helps to keep our communities strong and positive communities make for positive schools. We are very proud of the Wayne Central School District facilities, staff and students.

I thank you again for your support and hope you enjoyed your tour.

Sincerely,

Michael Havens
Superintendent of Schools

MH/les
Xc: Board of Education

“Students First ~ Excellence For All”



**Wayne Central School District
Office of the Superintendent of Schools**

**PO Box 155
6076 Ontario Center Road
Ontario Center, NY 14520
315-524-1001**

October 3, 2005

Mrs. Susan Brown
7518 Knickerbocker Road
Ontario, NY 14519

Dear Susan,

I have discussed your question about the second public comment section with our Board president, Mr. Triou. Mr. Triou has indicated that there will be two public comment sections at Board meetings.

Thank you for your question.

Sincerely,

Michael Havens
Superintendent of Schools

MH/les
Xc: Board of Education



**Wayne Central School District
Office of the Superintendent of Schools**

**PO Box 155
6076 Ontario Center Road
Ontario Center, NY 14520
315-524-1001**

October 4, 2005

Ann Barnes
2428 Smith Hill Road
Walworth, NY 14568

Dear Mrs. Barnes,

Thank you for your recent question regarding the high school principal position. The current principal is on leave. New York State employee protection law does not allow me to comment further on the situation. I can tell you that I share your concern and am working to resolve the issue.

I am sorry I could not be of more help to you.

Sincerely,

Michael Havens
Superintendent of Schools

MH/les
xc- Board of Education



Wayne Central School District Office of the Superintendent of Schools

PO Box 155
6076 Ontario Center Road
Ontario Center, NY 14520
315-524-1001

October 3, 2005

Mr. Frank Guelli, Supervisor
Town of Walworth
3600 Lorraine Drive
Walworth, NY 14568

Dear Frank,

On Monday, October 24, we will be welcoming foreign exchange students from Germany as part of the German-American Partnership. Last spring appx. 20 Wayne Central High School students went to stay with families in Germany for three weeks. They spent two weeks living with their host families and attending school with their host students. Then they spent a week traveling the German countryside.

This fall, these same German students will come to live with the same American students and their families here in Ontario and Walworth. They will attend Wayne Central for two weeks and then spend time traveling to local and American tourist attractions. We would like to invite you to join us for a reception welcoming them to Wayne Central on Monday, October 24 at 10:15 a.m. in the District Office Conference Room. You will meet the German students, their German chaperone, Heir Helmut Bier, and their American host students and possibly some of their families. A few words about our community or our history would be appreciated.

Please kindly let me know if you are able to participate in this reception for our German guests. Thank you for your interest and participation.

Sincerely,

Michael Havens
Superintendent of Schools

MH/les
Xc: Board of Education

POLICY COMMITTEE MEETING MINUTES

DATE: Thursday, September 22, 2005 **TIME:** 5:15 p.m. **PLACE:** District Office

PRESENT: Trustees Johnson, Brunner & Davis; Mr. Atseff, Mr. Switzer

OLD BUSINESS: None

NEW BUSINESS:

- (1) Set Meeting Dates & Times for 2005-2006: Following discussion, the schedule of meeting dates for the 2005-2006 school year was established. (copy filed in committee minutes' book, this meeting)
- (2) Committee Charge – 2005-2006: Mr. Johnson presented the proposed committee charge for review and consideration by the committee. Following discussion, the proposed charge was approved, with revisions, for recommendation to the Board of Education for adoption at the business meeting of September 29, 2005 (copy filed in committee minutes' book, this meeting)
- (3) Policy Review Service – NYS School Boards' Association: This topic was tabled for discussion at a future meeting.
- (4) Schedule of Annual Review of Policy Handbook – 2005-2006: Mr. Johnson noted the past practice for the policy committee to review 50% of the policy handbook each year. Following discussion, committee members were assigned sections for detailed review and dates for committee review were established, each as follows:

Section 1000 (bylaws),	(Mrs. Brunner)	October 20
Section 2000 (internal operations),	(Mr. Davis)	November 17
Section 3000 (community relations)	(Mr. Johnson)	December 15
Section 4000 (administration)	(Mr. Havens, Mr. Atseff)	January 19

- (5) Schedule for Required Annual Review of Existing Policies: Mr. Johnson noted the following policy items that require annual review by the policy committee as noted below.

3410 Code of Conduct on School Property	5530 Petty Cash Funds
3420 Harassment & Discrimination	5690 Contagious Diseases
4250 Evaluation of the Superintendent of Schools	7111 K-5 Attendance Regulations
5220 District Investment	7112 6-12 Attendance Regulations
5221 Principles of Purchasing	7113 9-12 Attendance Regulations
7310 - Code of Conduct (Students)	

Following discussion, committee members were assigned sections for detailed review and discussions by the committee were set for the second scheduled committee meeting each month, beginning in November.

The committee decided to invite Mr. Blankenberg, director of athletics, to review the Code of Student Conduct starting at the October 6th committee meeting.

NEXT MEETING: Thursday, October 6th @ 5:15 p.m. @ District Office

ADJOURNMENT: 6:00 p.m.

NEXT & FUTURE MEETING AGENDA ITEMS:

- Follow-Up: Code of Conduct for Students
- Follow-Up: Policy Review Service, NYS School Boards Association

Recorded by Jim Switzer

SEPTEMBER 26, 2005
ONTARIO TOWN BOARD MEETING

A regular meeting of the Ontario Town Board was called to order by Supervisor Joseph Molino at 7:00 PM in the Ontario Town Hall. Present were Supervisor Joseph Molino, Councilmen: Mark Brewer, Donald Shears, Donald Camp, Ronald Fillmore (entered 7:07 PM), Director of Parks & Recreation William Riddell and Town Clerk Cathy Herzog.

Nineteen residents and visitors were present at portions of the meeting.

Mr. Shears led the Pledge of Allegiance.

Revisions to the Agenda – Mr. Brewer presented a revision to the agenda to revise the Capital Project budget for H-70-05 and he added a budget transfer of \$150,000.00 from A 9901.9 to the Capital Project.

Comments from the Public – Staff Sergeant Robert Heintzelman presented two dedicated American flags to Supervisor Molino for the Town of Ontario for their continued support of him, his family and the soldiers during Operation Iraqi Freedom and the global war on terrorism. The flags were flown at Camp Fallujah, Iraq, one on July 4, 2005 and the other one on August 17, 2005, and were dedicated to the Town of Ontario by Staff Sergeant Heintzelman.

Mr. Molino stated we would like to thank you for your service to our country and our town.

Mr. Heintzelman noted it made it easier to serve when you know people back home are looking out for your family and your home. He thanked the town and town board for the support and he stated he looks forward to participating in the town now that he is back.

Mr. Molino welcomed him back and thanked him again. There was a round of applause for Mr. Heintzelman.

Mr. Shears stated he appreciated the e-mail and pictures from Mr. Heintzelman when he was in Iraq.

Mr. Craig Litt, 1042 Ridge Road, asked that, in view of rising gas and utility prices, what steps is the town taking for conservation measures and to conserve energy? He asked if the town has conducted an energy audit or made any formal plans?

Mr. Molino talked about some of the things being done and he added it costs money to make older buildings more energy efficient.

Mr. Shears talked about an oil-recycling furnace used by the Highway Department. He stated the town hall's architectural design makes it difficult to increase efficiency. He added he has talked with Department heads and they are doing what they can to conserve.

Approval of Minutes – A motion was made by Mr. Shears, seconded by Mr. Camp, **to approve the September 12, 2005 minutes as presented.** 4 Ayes 0 Nays 1 Absent (Fillmore) MOTION CARRIED

Correspondence – The Town Clerk received notification from the Wayne Central School District that the Board of Education appointed Helen Jensen as the School Tax Collector. She also received a copy of the Town of Williamson revised proposed Local Law relative to Power Generating Windmills.

A motion was made by Mr. Camp, seconded by Mr. Shears, **to accept and file the correspondence.** 5 Ayes 0 Nays MOTION CARRIED

Old Business – None

New Business - A motion was made by Mr. Camp, seconded by Mr. Shears, to **accept the Supervisor's fiscal report for the month of August 2005 as presented.** 5 Ayes 0 Nays MOTION CARRIED

The Town Clerk presented the 2006 Town of Ontario tentative budget.

Mrs. Ginny Loomis gave a presentation requesting funds in the 2006 budget for the Historical Society's project to move the train depot to Heritage Square. She asked the Town Board for \$5,000.00 toward the project in the 2006 budget and thanked them for the donation made in 2005. Mrs. Loomis reported on financing the project and she thanked the Town Board for their consideration.

A motion was made by Mr. Camp, seconded by Mr. Shears, to **adopt a RESOLUTION to increase the mileage reimbursement rate to the current IRS suggested rate of 48.5 cents per mile, effective September 27, 2005.** 5 Ayes 0 Nays RESOLUTION ADOPTED

A motion was made by Mr. Camp, seconded by Mr. Shears, to **adopt a RESOLUTION PROCLAIMING RED RIBBON WEEK**

WHEREAS, alcohol and other drug abuse in this nation has reached epidemic stages; and

WHEREAS, the three leading causes of death for teenagers are homicide, suicide and accident fatalities, and alcohol and drugs are primary causative factors in each category of death; and

WHEREAS, every day over 1,600 Americans die from alcohol, tobacco and street drugs and thousands more find themselves admitted to jails and prisons, hospitals, and psychiatric institutions; and

WHEREAS, the economic cost to businesses and taxpayers from alcohol and drug abuse exceeds \$112 million in Wayne County each year, and \$5.6 million could be saved by reducing drug abuse by just 5%; and

WHEREAS, a survey by the National Center on Addiction and Substance Abuse finds that 28% of middle-school students say that drugs are available in their schools, up 47 percent since 2002; and 62% of high-school students surveyed say that drugs are used, kept, or sold in their schools, up 47 percent; and

WHEREAS, it is imperative that visible, unified prevention education efforts by community members be launched to reduce the demand for drugs & alcohol; and

WHEREAS, the greater community and its representatives, both public and private, groups and individuals, will demonstrate their commitment to drug-free, healthy lifestyles by wearing and displaying red ribbons during a week long campaign;

NOW, THEREFORE BE IT RESOLVED, that the Ontario Town Board hereby proclaims October 23 through October 31, 2005, Red Ribbon Week, and encourages our citizens to participate in drug and alcohol prevention education activities, making a visible statement that we are strongly committed to a drug-free community.

5 Ayes 0 Nays RESOLUTION ADOPTED

A motion was made by Mr. Shears, seconded by Mr. Camp, to **authorize the Town Clerk to purchase a new DM500 digital Pitney Bowes Mailing System, at state bid contract #PC 57624, for an amount not to exceed \$6,025.00 with an annual maintenance and support cost of \$408.00 and quarterly meter rental of \$192.00 and authorize the Supervisor to execute the purchase agreement**, as requested by the Town Clerk in a memo dated 9/21/05. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Camp, seconded by Mr. Shears, to **approve Crown Castle's request dated 9/8/05 and authorize the Supervisor to execute a contract for T-Mobile to add equipment to their antenna array on the tower at the Highway garage within the space currently in use by them, contingent upon Councilman Brewer contacting Crown Castle relative to lease fees prior to execution of the contract.** 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Brewer, seconded by Mr. Camp, to **adopt a RESOLUTION to amend Capital Project H-70-05 Community Center at Casey Park for an amended project total of \$1,400,000.00 (see attached).** 5 Ayes 0 Nays RESOLUTION ADOPTED

Budget Transfers/Adjustments – A motion was made by Mr. Brewer, seconded by Mr. Camp, to **approve the following budget transfers:**

GENERAL FUND

Transfer \$1,052.29 from A 1990.4 and \$71,379.71 from A 1930.4, for a total of \$72,432.00 to A 9010.8

Transfer \$5,525.00 from A 1670.4 to A 1670.2

Transfer \$500.00 from A 1345.4 to A 1670.2

Transfer \$3,000.00 from A 1355.4 to A 1420.4

Transfer \$105.80 from A 1990.4 to A 1950.4

Transfer \$150,000.00 from A 9901.9 to H-70-05

HIGHWAY FUND transfer of \$30,983.00 from DA 9901.9 to DA 9018.8

5 Ayes 0 Nays MOTION CARRIED

Appointments/Resignations – The Town Clerk appointed Serena Michels to the position of Deputy Town Clerk. Ms. Michels will continue in her current position as Confidential Secretary to the Supervisor from 8:00 AM to 12 Noon and work in the Town Clerk's office from 12:30 PM to 4:30 PM.

A motion was made by Mr. Brewer, seconded by Mr. Camp, to **set the salary of Serena Michels as Deputy Town Clerk at her current wage of \$9.87 per hour, wage grade 8, for a six-month probationary period, date of hire to begin Monday, October 3, 2005.** 5 Aye 0 Nays MOTION CARRIED

Reports by Town Board Members – Mr. Camp stated he attended the Open House at Wayne Central School for the newly renovated high school and he said it was beautiful.

Mr. Shears thanked Mr. Riddell for doing the cooking and planning for an end of the season picnic for the town employees last Thursday at Casey Park.

Mr. Brewer announced the Recreation Department would conduct a public information meeting on the proposed Community Center at Casey Park on Wednesday October 12th at 7:00 PM. All interested persons can hear about the project and make comments.

Mr. Riddell expanded on the presentation on the Community Center to be given to the public.

Approval of Claims – A motion was made by Mr. Brewer, seconded by Mr. Camp, to **approve the abstract of claims for the month of September 2005, including vouchers # 2017 through # 2130 with a grand total of \$98,482.85 and to authorize the Supervisor to issue payments for same.** 5 Ayes 0 Nays MOTION CARRIED

Comments from the Pubic – Mr. Litt asked about the items added to the agenda, the revision to the Community Center Capital Project and the \$150,000.00 budget transfer, why weren't they on the agenda?

Mr. Brewer explained what the transfer was for, where the money came from and he added that he had discussed taking this action individually with member of the Town Board prior to tonight's meeting.

Ms. Sue Yantch, 1986 Turner Street, asked why funds ear-marked for the landfill project were being used for "something fun like a recreation community center".

Mr. Brewer stated those funds were not in a Capital Project budget code and would have gone to fund balance at the end of the year.

Ms. Yantch asked what about the landfill budget? She asked how much that project was going to cost. Ms. Yantch also expressed her opinion on the community center project and budget.

Mrs. Anne Tobin and Mrs. Virginia Molino also asked questions about grants and funding sources, budget and construction details regarding the proposed community center.

Mr. Riddell addressed all of the questions on revenue sources and funding the community center project. He gave a detailed verbal presentation on funding and proposed construction.

Mr. Litt stated he did not like the way business was conducted regarding the addition of the budget transfer and revision of the community center budget to the agenda.

Mr. Brewer stated he was responsible for the additions and he explained what was done and why it was done this evening.

Mr. Litt asked about projected raises for elected officials in the tentative budget. He asked how could you give a raise in salary when you don't know who will hold these positions?

Mr. Brewer explained pay is set in the proposed budget for the position not the person in the position. The voters determine who holds those positions. The wages of elected official will be published in the legal notice for public hearing on the budget and are the maximum amounts that can be paid, not necessarily the amount an official will be paid. Wages for all employees will be determined at a later date.

Mr. Switzer stated some housekeeping issues are bothering him. He asked that more detail be added for the location of town property on a budget transfer and the tower location for the Crown Castle proposal. He stated the public record should reflect this detail.

Mr. Switzer asked if the town is prepared, in case of an emergency, for radio and telephone communication? He also asked if the town's computers in different locations were compatible?

Mr. Brewer answered his questions.

Mrs. Tobin announced the Library and the Ontario Chamber of Commerce will co-host a Halloween event on October 29th. A parade is planned for Saturday, 10/29 at 4:00 PM with trick or treating to follow at the businesses on Main Street.

Executive Session – A motion was made by Mr. Brewer, seconded by Mr. Camp, to **adjourn at 7:52 PM for an executive session for a personnel matter pertaining to a specific person.**
5 Ayes 0 Nays MOTION CARRIED

Reconvene – 8:10 PM

Adjourn – A motion was made by Mr. Brewer, seconded by Mr. Camp, to **adjourn at 8:10 PM.** 5 Ayes 0 Nays
MOTION CARRIED

Respectfully submitted,
Cathy Herzog
Ontario Town Clerk

The above minutes will become official upon approval of the town board.

