

WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA



DATE: December 8, 2003
TIME: 7:30 p.m.
PLACE: District Office Board Room

- 7:30 Call to Order /Pledge of Allegiance
- 7:30 Approval of Agenda/Approval of Minutes Att. 1
- 7:35 Public Comment
- 7:40 Board Member Comments
- 7:45 Board President's Comments
- 7:50 Action Item Report
- 7:55 Superintendent's Report
1. Instructional Priorities 2003-2004 – Mr. Spring
 2. Building Project Update – Mr. Havens
 3. Monthly Financial Report – Mr. Atseff
 4. Student Questions
- 8:30 Items for Board Action:
1. Personnel Action Att. 2
 2. CSE/CPSE Action Att. 3
 3. Consensus Agenda: Att. 4
 1. Treasurer's Report - November
 2. Accept Extra-Classroom Activity Report
 3. Approve Bus Purchase
- 8:40 Public Comment/Board Comments
- 8:45 Adjournment

Next Meeting: January 22, 2003 7:30 p.m. District Office Board Room

District Mission Statement

Based on the belief that all students can learn, the staff of the Wayne Central School District accepts the responsibility to teach all students, regardless of differences, the fundamental skills. We further accept the responsibility to challenge all students to attain higher levels of achievement. Wayne Central will provide the opportunity, environment, and encouragement to meet this goal while developing the whole child, physically, socially, emotionally, and culturally.

WAYNE CENTRAL SCHOOL DISTRICT
Ontario Center, New York 14520

BOARD OF EDUCATION MINUTES
APPROVED

UNOFFICIAL UNTIL

DATE: Wednesday, December 11, 2002
p.m.

TIME: 7:30

TYPE: Regular Business Meeting
School

PLACE: Ontario Elementary

PRESENT: Trustees Brunner, Diller, Johnson, Lyke, Ratcliffe, Triou, Wyse; District Clerk Switzer; Administrators Havens, Young, Armocida, La Ruche, Siracuse, Saxby, Woodard, Atseff, Spring, Buddington

ABSENT: Trustees Griswold & Robusto

GUESTS: Visitor's Roster filed in clerk's file, this meeting

I. **CALL TO ORDER:** 7:30 p.m. by Richard A. Johnson, School Board President

Prior to start of the business meeting, trustees and school personnel conducted a tour of the building to fulfill the requirement of §1705 of the Education Law for annual building visits.

II. **PLEDGE OF ALLEGIANCE**

III. **APPROVAL OF AGENDA & MINUTES** (November 20, 2002)

Mrs. Brunner offered a **MOTION** to approve the agenda for this evening's meeting and the minutes of the meeting of November 20, 2002. Mr. Johnson noted the addition to the consensus agenda of the gift of the press box from the football boosters' group.

On the question, the agenda was approved, as revised, and the minutes of the meeting of November 20, 2002 approved, as presented, by a vote of 6 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Robusto), 1 Abstention (Mr. Wyse).

A. IV. **PUBLIC COMMENT** - None

V. **BOARD MEMBER COMMENTS**

A. Mrs. Lyke stated she was pleased to see the **proposed job share @ Ontario Primary School** on the personnel action for consideration this evening. She noted that the teachers' association had researched this concept ten (10) years ago and supported it at that time.

B. Mrs. Lyke stated that she attended the program meeting on December 3rd of the **Four County School Boards Association** on roles of the school board and school superintendents and presentation of the association's legislative position paper for 2003. The association will make copies available in several locations in the region and provide talking points for reference by trustees and school personnel.

- C. Mrs. Lyke stated that as legislative liaison she has received information on **proposed legislation for a virtual charter school** supported by state tax dollars in the Jamesville-DeWitt CSD (Syracuse area) granting high school credit through courses on the Internet. The school boards' association is opposed to the legislation and encourages local trustees to contact their state legislators.
- D. Mrs. Brunner stated she was pleased to attend the **holiday concert by students at Ontario Elementary School** and extended compliments for an excellent and enjoyable program.
- E. Mr. Wyse stated he was pleased to attend the **holiday concert by students at Freewill Elementary School** and extended compliments to all involved. He enjoys viewing musical events at the elementary level and noted the extra efforts by Mr. Derse, high school vocal director, to step in with short notice for the vocal director who was called away for a family emergency. Mrs. Saxby thanked Mr. Wyse for assisting with the program as well.

VI. BOARD PRESIDENT'S COMMENTS

- A. Mr. Johnson extended condolences to the families of Mrs. Naomi Kester, who served 27 years as a kindergarten teacher at Ontario Elementary and Primary Schools, and Mrs. Glenna Eaton, a 17-year food service employee, first at Ontario Elementary School and later as the first cook manager at Ontario Primary School.
- B. Mr. Johnson extended greetings for a **safe and pleasant holiday** to trustees, staff members and their families.
- C. Mr. Johnson stated that he and Mr. Ratcliffe attended a recent **meeting of school board officers** sponsored by the Four County School Boards Association; they were interested to learn of many issues faced by other school boards.
- D. Mr. Johnson extended **best wishes** to middle school student Darlene Fousse as she makes steady progress in recovering for a serious head injury.

VII. REPORT ON ACTION ITEMS BY THE SUPERINTENDENT OF SCHOOLS - None

VIII. REPORTS OF THE SUPERINTENDENT OF SCHOOLS

CSEA HOLIDAY GREETINGS

Mr. Havens noted the holiday basket available this evening from the local CSEA Unit.

UPDATE ON SCHOOL-TOWN PROJECT AT FIRST ACADEMY APARTMENTS

Mr. Havens noted that NYS Senator Michael Nozzolio is working with our district, the Gananda CSD and the Town of Walworth to obtain "bullet aid" funding for renovations of a portion of the former First Academy Apartments, 3655 High Street, Walworth, for use as educational spaces as part of the town's conversion of the former apartment complex into a community center. If approved, this funding would equal approx. \$60,000 to \$70,000. The structure served as Walworth High School from 1930 to 1949 and as Walworth Elementary School from 1949 to 1979.

UPDATE ON 2002 CAPITAL IMPROVEMENT PROJECT

Mr. Havens noted several items related to the 2002 Capital Improvement Project which are generally summarized as follows:

- (1) Meetings of building level project management teams have started to discuss design and construction issues. Copies were shared of minutes of meetings to date; additional copies will follow as meetings occur (copies filed in clerk's files).
- (2) Preliminary investigation has determined the need to explore additional options for providing access to the stage/gym and auditorium at Ontario Elementary School to persons with disabilities.
- (3) Copies of the Gantt chart for the project were shared with trustees; larger sized copies will appear at each school to allow staff and students to view and monitor progress; the first six months of the process are most critical
- (4) In prior capital projects, one or more school trustees have served as *liaisons* of the school board and that perspective is not presently available. Following discussion of the role of such a liaison, Mr. Johnson **appointed Mr. Wyse** to serve in that role for the 2002 capital project, noting his prior experience and background of district facilities issues.

PRESENTATION ON SOLAR ELECTRIC PHOTOVOLTAIC (PV) PANELS

Mr. Havens introduced Edward Currier, science department chairman at Thomas C. Armstrong Middle School, to present information on the **solar electric photovoltaic panels** to the Board of Education.

Mr. Currier noted that the middle school was selected as one of fifty (50) schools statewide by the NYS Energy Research & Development Authority (NYSERDA). The district will own and use a 2 kW solar electric PV system, valued at \$20,000, at a fully installed cost to the district of \$1,500. Mr. Currier was also named by the NYS Education Department as training coordinator for ten (10) of the schools that are participating in the project.

He extended thanks to Mr. Havens, Mr. Atseff and Mr. Armocida for their support and encouragement of this effort.

Mr. Currier narrated a powerpoint presentation on how the 2 x 6 foot solar panels installed on the middle school roof will produce energy to supply two (2) classrooms and the numerous opportunities they will provide for instruction in areas of science, math and technology. The panels become permanent equipment for the district and provide the opportunity for future expansion into energy curricula for grades K to 12. The panels collect and store solar energy for use in the existing heating system at the middle school.

He noted that NYSERDA selected schools in varied parts of New York State to obtain information on their use in varied weather and climate conditions (*e.g.* mountain areas, cloudy regions). Students and teachers will have access to a web site and instrumentation to monitor the energy production and related solar energy issues at the fifty-(50) school sites on a daily basis.

Installation of the panels is set for the south-facing roof at the middle school where an outdoor weather station and science observation area was originally planned when the school was built in 1966. NYSERDA will handle this installation at no cost to the school district and they will not penetrate the roof surface.

He added that curricular materials are under development for teachers of varied subject areas to use through the NYSERDA web site. The materials are especially relevant to the eighth grade math-science-technology unit and to district-wide energy and weather units. Teacher training is planned for summer of 2003.

As part of the project, local students must develop and conduct a survey on sources of alternative energy in local homes and businesses. They are also asked to plan and sponsor an energy open house to display and explain the uses of solar energy and the PV system. This also provides opportunities for cooperative efforts with Rochester Gas & Electric Corp. and the math-science-technology program at St. John Fisher College.

Discussion followed on the warranty and service agreements for the equipment, site visits by NYSERDA and other project site schools, and restoring the science observation area at the middle school to allow access to solar cells by staff, students and visitors.

Mr. Triou asked if the project would provide opportunity for inservice training for technicians in energy related careers; Mr. Currier stated yes. He added that selection as a project site truly represents a "feather in our cap" and provides an excellent foundation for energy-related instruction for our students.

Mr. Johnson presented a framed Certificate of Appreciation to Mr. Currier for his efforts in obtaining and managing the NYSERDA project for our district and for numerous contributions during his a 30-plus year career in our district. A round of applause acknowledged this. Mr. Currier noted he is honored to work with school personnel who are supportive of these efforts

Mrs. Lyke suggested exploration of *wind power* as a part of the energy project and noted recent installation of a wind tower at a business on Route 104 in Ontario.

Mr. Triou stated that he was pleased to have played a small role when he submitted our district's name last summer for consideration by NYSERDA as a project site.

PRESENTATION ON STUDENT EXCHANGE PROGRAM W/ LOCAL ROTARY CLUB

Mr. Havens noted that the district is working with the Ontario-Walworth Rotary Club on a student exchange program this year. Martin Stech from the Czech Republic is attending our high school and staying with local host families during the current school year and Rotarians will sponsor an exchange student from our high school in 2003-2004.

Mr. Wyze, local Rotary coordinator for the program, noted that Tessa Rounds of Walworth was selected from a field of 22 interested students and has indicated Australia, New Zealand, the British Isles, France and South Africa as preferred countries for her exchange. He added that our current student, Martin, is a member of the Czech National Water Polo Team who will compete with the mens' Olympic Team. He is also participating in the water polo team at Rochester Institute of Technology and his ability exceeds that of college competitors.

Mr. Havens noted that a this exchange program is a component of the district's model schools program to provide opportunities for our students to learn about cultures and students beyond the local community. He cited the planned German and Spanish

student travels in 2003 as additional examples and noted that those students, as well as Miss Rounds, will share their visits with us when they return.

BUDGET DEVELOPMENT CALENDAR & ENROLLMENT PROJECTIONS • 2003-2004

Mr. Havens presented the budget development calendar for 2003-2004 for review and consideration by the Board of Education. He also shared student enrollment projections and class sizes for 2003-2004.

Mr. Atseff reviewed the varied items on the *budget development calendar* and scheduled presentations at school board meetings in 2003. These presentations will begin with discussion of instructional priorities based on the school improvement plan at the January 8th business meeting.

Mr. Atseff noted that the April 23rd date for consideration of trustee candidates and the proposed administrative budget for Wayne-Finger Lakes BOCES is also set as a joint meeting of the Board of Education and the Walworth and Ontario Town Boards, hosted by the school district. A brief business meeting for consideration of the BOCES items will also need to occur on that date.

Mr. Atseff noted the agenda enclosure on ***student enrollment projections and class sizes*** for 2003-2004 and explained how building budget quotas are determined. This information is based on student data as of October 1st of each year, which also relates to the annual BEDS reports to the State Education Department and year-end state aid reports.

Mr. Havens asked Mr. Switzer to outline the process used to develop student enrollment projections. He added that his projections are within 1% of enrollments and reflect extensive documentation and data collection. Mr. Johnson extended compliments to Mr. Switzer for his comprehensive efforts in this area each year.

FINANCIAL AND BUDGET UPDATE

Mr. Havens introduced Mr. Atseff to present a monthly report on district financial matters.

Mr. Atseff presented reports and information through November 30, 2002 as follows:
(copies filed in clerk's agenda file, this meeting)

- (1) *Revenue Status Report*: Reflects revenues compared to revenue appropriations for 2003-2004. 59% of budgeted revenues have arrived.
- (2) *Budget Status Report*: Provides a summary of expenditures in planned expenditures year to date. He anticipates that expenses will not exceed estimates for the fiscal year.
- (3) *Capital Fund – 1997 Capital Project*: Reflects expenses for contractors and change orders for the capital project. After consideration of a change order for flooring improvements this evening, the remaining balance in this project is appx. \$218,000. Proposed renovations at Ontario Elementary School for access by persons with disabilities qualify for use of funds from this capital project.
- (4) *School Lunch Fund*: \$1500 loss is expected at this time of the fiscal year as the revenue and expense cycle are aligned; overall expense and revenues are on target with a small profit expected at year end; auditor's report at prior meeting noted a profit of appx. \$9,000 in 2001-2002.

Mr. Atseff noted that he plans to continue with the same ***format*** presented this evening to report on the 2002 ***Capital Improvement Project***.

Mr. Atseff noted that the **single audit report of federal funds** by the independent auditor is included as an agenda item later this evening. The report indicates no items of concern.

Mr. Johnson asked if **installation of the photo voltaic cells** would occur by the end of the school year or the calendar year. Mr. Atseff stated that the anticipated completion date is the end of the school year. Requests for prices from vendors are now in process and paperwork was submitted to the NYS Education Department for a project number to obtain state aid.

Mr. Wyse would like information on the vendor selected for the project.

Mr. Atseff reported on a new state mandate that requires schools to place **sensors on any automated folding partitions or wall divider curtains**. He added that initial estimates are \$15,000 for full compliance. While not a budgeted expense, the installation will occur as required.

Mr. Johnson asked where the needs are in the district; Mr. Atseff noted the locations.

Mr. Havens noted that this requirement was prompted by an incident two years ago when a child was crushed by an automated door in a school in New York State.

STUDENT QUESTIONS

Brian Mc Bride, 5141 Delfa Lane, Macedon (Town of Walworth), asked what courses are planned in the new satellite center of Monroe Community College at our high school. Mr. Havens reviewed the courses planned for the local site in the first year and the opportunities for expansion based local student and community interest and participation.

IX. RECESS: 8:25 p.m.

X. RECONVENE: 8:35 p.m.

XI. ITEMS FOR BOARD OF EDUCATION ACTION

A. PERSONNEL CHANGES

Mr. Havens presented the following personnel changes for review and consideration by the Board of Education:

INSTRUCTIONAL STAFF

RESIGNATION:

Kathryn Bennett, instrumental music teacher, assigned to Freewill Elementary School, effective October 30, 2002 (child rearing)

LEAVES OF ABSENCE:

Jennifer Allen, art teacher, assigned to Ontario Elementary School, extension of an unpaid leave of absence effective February 1 through June 30, 2003 (child rearing)

Penny Barry, school psychologist, assigned to Ontario Elementary School, a paid disability leave of absence, anticipated from January 13 through March 24, 2003 (child rearing)

APPOINTMENTS:

Linda Bellingham, elementary teacher, assigned to Ontario Primary School, a one-year temporary job-sharing appointment effective December 2, 2002 through June 30, 2003, at \$38,537 (prorated .50 FTE).(job-share with Janice Hyde)

Barbara Brock, art teacher, assigned to Ontario Elementary School, a regular substitute appointment effective February 1 through June 30, 2003 at \$34,160 (prorated), (replacement for Jennifer Allen, on leave of absence.)

Janice Hyde, elementary teacher, assigned to Ontario Primary School, a one-year temporary job-sharing appointment effective December 2, 2002 through June 30, 2003, at current salary (prorated .50 FTE) (job-share with Linda Bellingham)

Karen Palmer, school counselor, assigned to the middle school, a three-year probationary appointment effective October 10, 2000 through October 10, 2003, at current salary (amendment of personnel action of September 13, 2000)

Addendum to the Annual Appointment of Department Chairpersons 2002-2003
(rates per collective bargaining agreement)

Addendum to the Annual Appointment of Extra-Curricular Advisors/Supervisors, Scorekeepers & Timekeepers • Winter 2002-2003
(rates per collective bargaining agreement)

See Listing, Clerk's Agenda File, This Meeting

Additional Per Diem Substitute Teachers • 2002– 2003 School Year
(Pending Successful Clearance of Fingerprinting)

See Listing, Clerk's Agenda File, This Meeting

Additional Extra-Duty Appointments/Designations • 2002-2003 School Year

See Listing, Clerk's Agenda File, This Meeting

Addendum to the Annual Appointment of Event Supervisors • Winter 2002-2003
(rates per collective bargaining agreement)

See Listing, Clerk's Agenda File, This Meeting

SUPPORTIVE STAFF:

LEAVE OF ABSENCE:

RESOLUTION TO GRANT LEAVE OF ABSENCE TO DARCY PETROSINO, R.N.

WHEREAS, Darcy Petrosino has been employed as a school nurse; and

WHEREAS, Darcy Petrosino has been continuously absent from work since November 15, 2002;
and

WHEREAS, **Darcy Petrosino is due to exhaust all available paid leave time on or about December 20, 2002; and**

WHEREAS, Darcy Petrosino continues to be unable to perform the duties of her position as a result of a disability resulting from occupational injury or disease as defined in the workers' compensation law, **NOW THEREFORE**

BE IT FURTHER RESOLVED, by the Board of Education of the Wayne Central School District that Darcy Petrosino shall be determined to be in unpaid leave status as of the date she exhausts her paid leave, and

BE IT FURTHER RESOLVED, that Darcy Petrosino shall be entitled to such rights as are provided in § 71 & §73 of the Civil Service Law, and

BE IT FURTHER RESOLVED, that this leave of absence shall run concurrently with any other leave entitlement.

APPOINTMENTS:

Paul Blake, school bus driver, assigned to transportation, a permanent civil service appointment effective December 21, 2002 at a rate of \$12.05 per hour (having served a successful probationary period)

Donald Johnson, custodian, assigned to the high school, a permanent civil service appointment effective February 5, 2003 at a rate of \$10.14 per hour (having served a successful probationary period)

Christina M. Lawrence, registered professional nurse, assigned to Ontario Primary School, a temporary civil service appointment effective November 15, 2002 through June 30, 2003 or until the return, resignation, or other conclusion of service by Darcy Petrosino, at a rate of \$13.80 per hour (Mrs. Lawrence has served as per diem substitute in this position since September, 2002 with prior district service as a substitute school nurse since 1999.) (replacement for Darcy Petrosino, on leave)

Addendum to the Annual Appointment of Substitute Bus Drivers 2002-2003

(rates as established by the Board of Education)

See Listing, Clerk's Agenda File, This Meeting

Mr. Wyse offered a **MOTION**, seconded by Mrs. Brunner, to approve/adopt approve the personnel changes as recommended by the superintendent of schools.

Mr. Triou asked if the person recommended for the school nurse position at Ontario Primary School is knowledgeable about school health matters. Mr. Havens stated yes.

Mrs. Brunner asked what prompted the proposed budget transfers; Mrs. Woodard stated they are related to placement changes for students with special needs.

On the question, the vote was 7 Ayes, 0 Nays, 1 Absent (Mr. Griswold Mr. Robusto), Carried.

B. CSE & CPSE PLACEMENT RECOMMENDATIONS

Mr. Havens presented the pupil placement recommendations of the Committees on Special Education and Pre-School Special Education for review and consideration by the Board of Education.

Mr. Wyse offered a **MOTION**, seconded by Mrs. Brunner, to adopt the following **RESOLUTIONS** for pupil placements by the CSE/CPSE, **TO WIT**:

(1) to approve the recommendation for CSE pupil placements,

**RESOLUTION TO APPROVE RECOMMENDATIONS OF THE
COMMITTEE ON SPECIAL EDUCATION AND
AUTHORIZE ARRANGEMENT OF RECOMMENDED
SPECIAL PROGRAMS & SERVICES**

RESOLVED, that the Board of Education approves the recommendations of the Committee on Special Education and authorizes the Director of Student Services to arrange the recommended special programs and services.

(2) to approve the recommendation for CPSE pupil placements:

**RESOLUTION TO APPROVE RECOMMENDATIONS OF THE
COMMITTEE ON PRE-SCHOOL SPECIAL EDUCATION AND
AUTHORIZE ARRANGEMENT OF RECOMMENDED
SPECIAL PROGRAMS & SERVICES**

RESOLVED, that the Board of Education approves the recommendations of the Committee on Pre-School Special Education and authorizes the Director of Student Services to arrange the recommended special programs and services.

Mrs. Lyke asked for a definition of the "OHI" classification for pupils with special needs. Mrs. Woodard stated the term is "other health impaired."

On the question, the **RESOLUTIONS** were adopted by a vote of 7 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Robusto).

C. CONSENSUS AGENDA

- (1) Reports of the School District Treasurer (A/O 10/30/02)
- (2) Designate School Busses As Surplus Property
- (3) Accept Gifts to the School District (Pierson/Freewill Elementary School; Press Box, Porray Field)
- (4) Approve Budget Transfers
- (5) Resolution for Change Order #5 (1997 Capital Project) (Marcor Remediation –Flooring @ Middle School)
- (6) Resolution to Accept Single Audit Report (a/o 6/30/02)

Mr. Havens presented the consensus agenda for review and consideration by the Board of Education.

Mrs. Brunner offered a **MOTION**, seconded by Mr. Wyse, to approve the consensus agenda, as presented by the superintendent of schools, as follows:

- (1) Receive & file **reports of the school district treasurer** for the period ending October 30, 2002 (copies attached to these minutes in the minute book)
- (2) Designate **school busses** 168, 169, 170, 176, 182 as **surplus property** pursuant to Policy 6900 and offer them for sale to the highest bidder at public auction with proceeds deposited in the school bus purchase reserve fund
- (3) Accept the **gift of various books and tapes** valued at approx. \$3,044 from Patricia Pierson for use in Team K and the primary reading programs at Freewill Elementary School

- (4) Accept the **gift of the press box** at Porray Field from the Football Division of the Wayne Eagles Football Club
- (5) Approve budget transfers pursuant to Policy #6150 (copy attached to these minutes in the minute book)
- (6) Adopt a **RESOLUTION** for a Change Order to the 1997 Capital Project, **TO WIT:**

**RESOLUTION TO APPROVE CHANGE ORDER
FOR 1997 CAPITAL FACILITIES PROJECT (CO-5)**
(Marcor Remediation – Floor Covering – Middle School)

BE IT RESOLVED that, upon the recommendation of the superintendent of schools, the Board of Education of Wayne Central School District hereby approves change order CO-5 in the amount of \$14,462.40 for installation of Johnsonite floor treads and matching rubber tiles in three (w) staircases and the vestibule between C & E wing at Thomas C. Armstrong Middle School by Marcor Remediation

- (7) Adopt a **RESOLUTION** to accept Single Audit Report, **TO WIT:**

**RESOLUTION TO ACCEPT THE ANNUAL EXTERNAL
SINGLE AUDIT REPORT OF FEDERAL FUND EXPENDITURES
PURSUANT TO PL 98-502 (Single Audit Act of 1984)**
(Fiscal Year Ending June 30, 2002)

RESOLVED, that the Board of Education does hereby accept the single audit report for the fiscal year ended June 30, 2002 for expenditure of federal funds as prepared by Raymond P. Wager, CPA, P.C., independent auditors, and does authorize and direct the district clerk to forward certified copies and issue legal notices as required by law. (copy filed in clerk's file)

On the question, the consensus agenda was approved/adopted by a vote of 7 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Robusto).

XII. POLICY ITEMS

First Reading: 4321.4 Distribution of Student IEP To Teachers/Related Service Providers
5425 Automated External Defibrillators (AED)

Second Reading: 8131 Protection Against Radioactive Iodine

Mr. Triou presented the noted policy items for review and consideration by the Board of Education.

He stated that the two items for first reading were postponed from the second meeting in November and asked trustees to consider waiver of first reading to allow enacting them prior to January 1, 2003.

Mr. Wyse offered a **MOTION** to waive first reading of Policy Items 4321.4 and 5425 as presented by the policy committee. 7 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Robusto), Carried.

Mrs. Brunner offered a **MOTION** to approve second reading of Policy Items 4321.4, 5425 and 8131 as presented by the policy committee. 7 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Robusto), Carried.

Mr. Triou stated that the policy committee is reviewing the policy and procedure for call and notice of special and emergency meetings as they may occur during the 2002 capital project. The committee will present these items for review and consideration by the Board of Education at a future meeting.

Mr. Triou noted that the policy update project with Erie #1 BOCES Policy Service continues as scheduled. He asked Mr. Switzer to review his recent efforts and his meeting with Mrs. Hans on the policy review matrix. Mr. Switzer noted that the recent meeting went well due to the efforts of the committee to date and final proofs are anticipated for committee review by the end of January, 2003. Mr. Triou thanked Mr. Switzer for his continuing detail and efforts on this project.

Mr. Johnson extended thanks to the policy committee for its continuing efforts, including the extra efforts on the policy update project, and acknowledged the efforts by Mr. Switzer to coordinate the policy committee work and policy update process.

XIII. ADDITIONAL PUBLIC COMMENT - None

XIV. ADDITIONAL BOARD MEMBER COMMENTS

A. Mrs. Brunner noted the upcoming **special election** among component districts of **Wayne-Finger Lakes BOCES** for proposed additional space for students with disabilities on the BOCES campus on Ridge Road in the Town of Williamson. Voters in each component district can cast ballots between noon at 9 p.m. on Tuesday, **December 17, 2002.**

B. Mr. Ratcliffe asked what advance notice and **communications** were planned by BOCES on the December 17th special election. Mr. Havens provided details.

XV. ADJOURNMENT

Mr. Triou offered a **MOTION** to adjourn the meeting at 8:35 p.m. 7 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Robusto), Carried.

Respectfully submitted,

JAMES E. SWITZER
School District Clerk

APPROVAL OF MINUTES

The foregoing minutes of the Board of Education were submitted for review & (approved as presented)(corrected as noted) at the meeting of

January 8, 2003

School District Clerk

WAYNE CENTRAL SCHOOL DISTRICT

To: Michael Havens, Superintendent of Schools
From: Abi Buddington, Director of Human Resources
Re: Personnel Action
Date: January 8, 2003

The following is submitted for your review and approval.

INSTRUCTIONAL STAFF

Resignations:

None

Leave of Absence:

None

Appointments:

James Tiffin – Math Teacher assigned to Thomas C. Armstrong Middle School, a one-year part time (.8) appointment effective December 18, 2002 through June 30, 2003 at \$32,750 prorated. *Replacement for Jennifer Weber (.8 Home and Careers position).*

Addendum to the Annual Appointment of Advisors, Supervisors, Scorers, Timekeepers

<u>Name</u>	<u>Activity</u>	<u>Bldg.</u>	<u>Rate</u>
Kristi Treasure	Choreographer	HS	\$528

SUPPORT STAFF

Resignations:

None

Leave of Absence:

None

Appointments:

Meg Dostman – Teacher Aide assigned to James A. Beneway High School (Eagle Ventures), a permanent civil service appointment effective February 1, 2003 at a rate of \$8.15 per hour after serving a successful probationary period.

Joyce Jackson – School Nurse assigned to Thomas C. Armstrong Middle School, a permanent civil service appointment effective February 28, 2003 at a rate of \$15.43 per hour after serving a successful probationary period.

CSE Recommendations to the Board of Education

Date: 1/8/03

The Committee recommends that the following program be arranged, or approved, for the following students. Parents are in agreement with this recommendation.

Student: # 9179
School: Freewill Elementary
Classification: OHI
Recommended Placement : Consultant Teacher for academic support
Grade && Year: 02 (02-03)
Time of Services: 2 hours/week
Triennial Due: 2005/10
Last Program: 504 Accommodation Plan (10/25/02)

Reason for Placement/Services: Needs in class support / test modifications.

Other Placement/Services Considered, but Not Selected: Resource Room

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 98216
School: Wayne Central High School
Classification: LD/written expression
Recommended Placement : Resource Room for small group instruction & full participation in general education.
Grade && Year: 11 (02-03)
Time of Services: 3 periods/4 day cycle
Triennial Due: 2005/03
Last Program: Resource Room (Williamson)

Reason for Placement/Services: Continuation of current services.

Other Placement/Services Considered, but Not Selected:

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

CPSE Recommendations to the Board of Education

Date: 1/8/03

The Committee recommends that the following program be arranged, or approved, for the following students. Parents are in agreement with this recommendation.

Student: # 96707
School: Home (by Eric Wiesner)
Classification: Preschool Child w/a Disability
Recommended Placement :

Grade && Year: Preschool (02-03)
Time of Services: See related services
Last Psychological: 7/26/02
Last Program:

Related	Speech and/or Language:	2x/week @ 30 minutes (individual)
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 97067
School: Bright Start Pediatric Services / Mark Hilton / Jack Kelley
Classification: Preschool Child w/a Disability
Recommended Placement : EI

Grade && Year: Preschool (02-03)
Time of Services: 2x/wk @ 60 minutes and see
Last Psychological: 8/26/02
Last Program:

Related	Speech and/or Language:	2x/wk @ 45 minutes (individual)
	Occupational Therapy:	2x/wk @ 30 minutes (individual)
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 97081
School: Roosevelt Children's Center & Bright Start Pediatrics
Classification: Preschool Child w/a Disability
Recommended Placement :

Grade && Year: Preschool (02-03)
Time of Services: See related services
Last Psychological: 11/14/02
Last Program:

Related	Speech and/or Language:	2x/wk @ 30 minutes (individual) Bright Start
	Occupational Therapy:	2x/wk @ 30 minutes (individual) RCC
	Physical Therapy:	2x/wk @ 30 minutes (individual) RCC
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

CPSE Recommendations to the Board of Education

Date: 1/8/03

The Committee recommends that the following program be arranged, or approved, for the following students. Parents are in agreement with this recommendation.

Student: # 97082
School: Bright Start Pediatric Svcs. @ home
Classification: Preschool Child w/a Disability
Recommended Placement :

Grade & Year: Preschool (02-03)
Time of Services: see related services
Last Psychological: 11/5/02
Last Program:

Related	Speech and/or Language:	2x/wk @ 30 minutes (individual)
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 97094
School: Roosevelt Children's Center @ home
Classification: Preschool Child w/a Disability
Recommended Placement : EI

Grade & Year: Preschool (02-03)
Time of Services: See related services
Last Psychological: 11/6/02
Last Program:

Related	Speech and/or Language:	2x/wk @ 30 minutes (individual)
	Occupational Therapy:	None
	Physical Therapy:	2x/wk @ 30 minutes (individual)
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 97106
School: Bright Start Pediatric Services @ home
Classification: Preschool Child w/a Disability
Recommended Placement : EI

Grade & Year: Preschool (02-03)
Time of Services: See related services
Last Psychological: 3/18/02
Last Program:

Related	Speech and/or Language:	1x/wk @ 30 mins. (ind); 1x/wk @ 60 mins. (group); 1x/mo @
	Occupational Therapy:	None
	Physical Therapy:	2x/wk @ 30 minutes (individual)
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

CPSE Recommendations to the Board of Education

Date: 1/8/03

The Committee recommends that the following program be arranged, or approved, for the following students. Parents are in agreement with this recommendation.

Student: # 97442
School: Bright Start Pediatric @ Head Start
Classification: Preschool Child w/a Disability
Recommended Placement :

Grade & Year: Preschool (02-03)
Time of Services: 5x/wk @ 60 minutes
Last Psychological: 12/3/02
Last Program:

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	2x/wk @ 30 minutes (Play Therapy)

Student: # 97584
School: Stepping Stones Learning Center
Classification: Preschool Child w/a Disability
Recommended Placement :

Grade & Year: Preschool (02-03)
Time of Services: 5x/wk @ half days (PM)
Last Psychological: 11/6/02
Last Program:

Related	Speech and/or Language:	None
	Occupational Therapy:	2x/wk @ 30 minutes (individual); 1x/mo @ 60 minutes (parent)
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 98208
School: Stepping Stones Learning Center
Classification: Preschool Child w/a Disability
Recommended Placement :

Grade & Year: Preschool (02-03)
Time of Services: 5x/wk@half days (PM)
Last Psychological: 10/4/02
Last Program:

Related	Speech and/or Language:	2x/wk@30 minutes (group)
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	2x/wk@30 minutes (individual)
	Adapted Physical Education:	None
	Other:	None

CPSE Recommendations to the Board of Education

Date: 1/8/03

The Committee recommends that the following program be arranged, or approved, for the following students. Parents are in agreement with this recommendation.

Student: # 98238
School: Bright Start Pediatric @ home
Classification: Preschool Child w/a Disability
Recommended Placement :

Grade & Year: Preschool (02-03)
Time of Services: see related services
Last Psychological: 11/15/02
Last Program:

Related	Speech and/or Language:	2x/wk @ 30 minutes (individual)
	Occupational Therapy:	2x/wk @ 30 minutes (individual)
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

WAYNE CENTRAL SCHOOL DISTRICT
~~Ontario Center, New York~~

TO: Board of Education
FROM: Michael Havens
RE: Consensus Agenda
DATE: January 8, 2003

The following items are recommended for approval as presented in a Consensus Agenda:

1. **Accept November Treasurer's Report**
2. **Accept Independent Auditor's Extra-Classroom Activity Account Report**
3. **Approve Bus Purchase Resolution**

To: Michael Havens, Superintendent of Schools
From: Gregory Atseff, Assistant Superintendent for Business
Date: January 1, 2003
Re: Acceptance of Extraclassroom Activity Funds Audit

The audit of the Extraclassroom Activity Funds for the fiscal year ended June 30, 2002, has been completed by the C.P.A. firm of Mr. Raymond Wager. This audit is as required by the New York State Education Department.

The Board of Education should take action to accept this audit report at the regular board meeting to be held on Wednesday, January 8, 2003.

A copy of the audit report and an excerpt of the Board of Education minutes of the meeting when the audit was accepted must be filed with the New York State Education Department. In addition, a notice must be published within ten days that such a report is available for public inspection.

A copy of the audit has been forwarded to the building principals for their review so that any corrective measures can be identified and implemented.

Attachment

C: Lori Morin, High School Principal
Robert Armocida, Middle School Principal
Jim Switzer, District Clerk
Lee Stramonine, District Treasurer

To: Michael Havens, Superintendent of Schools
From: Gregory Atseff, Assistant Superintendent for Business
Date: January 1, 2003
Re: Bus Purchase Recommendation

The following is the bus purchase recommendation for the 2003/2004 school year:

Two (2) 66 passenger buses @ \$70,329.00 = \$140,658.00

Two (2) 66 passenger buses @ \$68,929.00 = \$137,858.00

Two (2) 28 passenger buses @ \$41,780.60 = \$83,561.20

TOTAL \$362,077.20

The replacement schedule is based on large buses being replaced after ten (10) years, and the mini buses to be replaced after five (5) years. All the buses will be purchased from New York State contracts. We anticipate delivery to be at the beginning of the 2003/2004 school year. This allows the district to utilize the new buses for the entire school year. All bus purchases require voter approval (which will be presented to the voters at the annual school budget vote in May), and are paid for from the district's Bus Purchase Reserve Fund.

Please let me know if you need any additional information.