

WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA



DATE: June 25, 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. Architect's Report
- 8:20 Items for Board Action:
1. Approve [Wage](#) Adjustments for
Confidential/Non-Represented Employees Att. 2
- 8:25 Public Comment/Board Comments
- 8:30 Adjournment

Next Meeting: July 9, 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

UNOFFICIAL UNTIL APPROVED

DATE: Wednesday, June 11, 2003
TYPE: Regular Business Meeting

TIME: 7:00 p.m.
PLACE: District Office

PRESENT: Trustees Brunner, Diller, Johnson, Lyke, Robusto, Triou, Wyse; District Clerk Switzer; Administrators Havens, Shaffer, La Ruche, Siracuse, Saxby, Woodard, Atseff, Blankenberg

ABSENT: Trustees Griswold & Ratcliffe

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

I. CALL TO ORDER: 7:00 p.m. by Richard A. Johnson, School Board President

II. EXECUTIVE SESSION (Personnel)

Mr. Wyse offered a **MOTION** to adjourn the meeting, at 7:01 p.m., for an executive session on personnel matters pertaining to specific persons. 7 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Ratcliffe), Carried.

III. RECONVENE: 7:30 p.m.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA & MINUTES (May 21 & June 3, 2003{School Election})

Mr. Wyse offered a **MOTION** to approve the agenda for this evening's meeting and the minutes of the meeting of May 21, 2003 and of the adjourned annual school election of June 3, 2003, as presented. 7 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Ratcliffe), Carried.

A. VI. PUBLIC COMMENT

Mr. Johnson stated that public comment is some of the most valuable time spent by trustees who appreciate input from speakers. While immediate responses are not always possible, follow-up will occur if needed. He asked speakers to confine their remarks to five (5) minutes. Persons wishing to speak should first be recognized by the school board president, then identify themselves, any organization they may be representing at the meeting, and the agenda topic.

- A. Richard Wlos, 5810 Ontario Center Road, Ontario, noted that he has resided in the school district for 30 years and his two children are alumna, one of them serving as valedictorian of the Class of 1988. Both found their Wayne Central education valuable in higher education and their careers. He is also a long-term member and performer of the Neighborhood Acting Company (NAC) and noted that the community has many talented people who unselfishly contribute their talents to efforts such as NAC. The group has donated over \$30,000 for scholarship awards to local graduates who pursue careers and studies in the performing arts. Planning for NAC's fall musical production has started and he asked that the Board of Education consider these contributions and expedite the confirmation of dates for use of the performing arts center for that event. Mr. Havens stated that he is working with school personnel to obtain confirmation of event dates for groups such as NAC.

- B. Todd Van Houten, 3302 Eagles Roost Lane, Macedon, addressed the Board of Education on compensation and staffing issues related to the high school's spring musical production. He reviewed and shared documentation in support of his request. Mr. Johnson stated that Mr. Havens would review the issue and provide a response to Mr. Van Houten.

VII. BOARD MEMBER COMMENTS

- A. Mr. Wyse extended **compliments to vocal music students from the high school** on their performance and behavior on the recent trip to Williamsburg, Virginia. He noted that he and Mr. Ratcliffe were pleased to join with Mr. Havens and seven other adults as chaperones for the event.
- B. Mrs. Brunner noted that those same students presented selections from their Williamsburg event at the **vocal concert at the high school** on June 10th; she noted they did an excellent job and the recognition of graduating seniors was well done. She is pleased that the trip to Williamsburg could occur as planned.
- C. Mr. Triou extended **thanks to Mrs. Fisher and the food service staff** for preparing a cake for this evening to recognize re-election of himself, Mrs. Brunner and Mr. Griswold.
- D. Mr. Wyse stated that he is also a member of the Neighborhood Acting Company and that the scholarship funds they donate are matched by many colleges through the **Dollars for Scholars** program; the value is nearly doubled.

VIII. BOARD PRESIDENT'S COMMENTS

- A. Mr. Johnson extended **thanks to district residents** for their support of the proposed 2003-2004-school budget and the purchase of school busses at the adjourned annual school election on June 3rd. He also congratulated Mrs. Brunner, Mr. Griswold and Mr. Triou on their re-election as school trustees.
- B. Mr. Johnson recognized Mr. Havens and Mr. Davis, director of facilities, for the efforts to **update the school safety and emergency plan**; it helps trustees understand the procedures that are in place.
- C. Mr. Johnson stated that he and Mr. Ratcliffe intend to seek re-election to **one-year terms as school board president and vice-president**, respectively, at the 2003-2004 re-organizational meeting on July 9th.

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

X. REPORTS OF THE SUPERINTENDENT OF SCHOOLS

UPDATE ON STUDENT ATHLETIC ACHIEVEMENTS

Mr. Havens asked Mr. Blankenberg, director of athletics and physical education, to share **recent achievements by student athletes**.

Mr. Blankenberg stated that siblings Megan and Jason Thayer earned state honors in alpine skiing, senior wrestler Mike Patterson placed second in statewide competition for his weight class, freshman Jason Zirgulis earned statewide bowling honors and junior Nick Leonard placed 14th in the state and sixth in the large school division for the 400-meter race.

ADJOURNED ANNUAL SCHOOL ELECTION

Mr. Havens expressed *thanks to district residents* for their support of the proposed 2003-2004 school budget and the purchase of school busses at the adjourned annual school election on June 3rd and congratulated the incumbent trustees on their re-election.

PRESENTATION BY CUB SCOUT PACK 127 • MERIT BADGE PROJECT

Mr. Havens introduced Mrs. Monica Panipinto for a presentation by Cub Pack 127. Cub scouts Yanko Panipinto and Jacob Petty were present to formally present a *display case they built for the school store at Ontario Primary School* as part of their citizenship and craftsmanship merit badges. Scout Ted Nellenbach also assisted in the project but was unable to attend. Trustees and Mr. Havens extended commended the scouts on their work and thanked them for their donation.

D. PRESENTATION ON HOPEWORKS PRESENTATION

Mr. Havens introduced Mrs. Karen Palmer, Hopeworks Coordinator, to present a report on the program for the 2002-2003 school year.

Mrs. Palmer used a powerpoint presentation to outline the varied services provided for families and students and the positive influence of student character assets on student achievement and behavior. Hopeworks is a collaborative effort that links families, students and resources to promote academic success. (copy of presentation filed in clerk's agenda file, this meeting)

She reviewed the numerous and varied efforts to link families and students with numerous health and human service agencies and the varied parenting and early intervention programs sponsored by Hopeworks. Data on achievement and behavior was analyzed for students served by Hopeworks since inception of the program in 1999. 21 of 25 students tracked in that study showing significant improvement in reading and language arts over a four-year period.

Mrs. Palmer reviewed the list of health and human service agencies and other support groups, including local churches and local town government agencies that provide services and activities through Hopeworks.

Activities such as the "Catch-A-Kid" program that recognizes special acts of kindness and service by students and collection of items for community food and clothing closets illustrate traits such as leadership and service that are part of the asset-building effort. Surveys conducted among local students show that appx. 50% of middle and high school aged students in the district have 31 to 40 of the 40 developmental assets.

She noted that Hopeworks programs teach, challenge, support and build assets for students.

Mr. Havens thanked Mrs. Palmer for her report and presentation.

E. UPDATE OF CAPITAL FACILITIES PROJECT 2002

Mr. Havens noted that the architect and construction management firm would present a progress report at the June 25th meeting. He added that they joined school officials for a

recent visit to the television/recording studio and renovated library-media center at Newark High School.

He noted three issues related to final plans and designs for the capital project, as follows:

Weight Training/Study Grant: Mr. Blankenberg has submitted an application for a grant for appx. \$250,000 for weight-training equipment through a non-profit group that would reimburse the school district in return for ability to study data on results of such training on the equipment. Final decisions on grant awards are expected in June or July.

Outdoor Field Lighting – James A. Beneway High School: New outdoor lights for the additional field at the high school are included in this capital project. As part of installation of the new lights on metal poles, the possibility exists to also replace the lights on wooden poles presently in place on the current field, adjacent to the new field. The cost for replacement of the existing poles is estimated at \$80,000 and funds are available in the capital project.

Trustees were asked to consider this issue with a final decision set for the June 25th meeting.

Mrs. Lyke asked if new lights on the existing field would provide more illumination; Mr. Havens stated that that it would increase some with new light fixtures.

Mr. Robusto asked about the aesthetics of the new versus existing lights and if illumination on adjacent fields would vary. Mr. Havens stated that fields would have equal illumination for spectators; he suggested discussion of the aesthetics with the architect at the next meeting.

Mr. Johnson noted that the new light fixtures are Halogen and provide more illumination.

Mr. Havens noted that sale of the existing wooden poles to another school district or retaining them for future local use were options if new metal posts are installed in their place.

Mr. Wyse noted the possibility of using the existing wooden poles on another field at the high school if new metal poles were installed on the existing field.

Mr. Havens noted that the expenditure of additional funds for replacing existing poles and lights would follow the past practice of trustees to do things once and do them properly as was done with the new performing arts center at the high school.

Mr. Triou asked what expense the district would incur to remove and re-install the wooden poles and lights on another field at the high school. Mr. Havens will explore those costs prior to the June 25th meeting.

Mr. Robusto asked if the existing poles and lights are sufficient to illuminate another field.

Mrs. Brunner asked if it is advisable to remove, re-install and re-use the existing poles and lights.

Mr. Johnson encouraged trustees to pose these questions to the architect on June 25th.

All-Weather Track • Surface Color: Initial plans for the surface color of the all-weather track at the high school incorporated the school colors of blue and gold. The architect has advised that the blue is a custom color at an additional initial cost of \$30,000 plus \$30,000 every eight (8) subsequent years for re-surfacing..

Red is the standard color for all weather outdoor track surfaces and includes no cost increase.

Mrs. Brunner favors the standard red color and not spending the additional \$30,000 now and every eight (8) years in the future.

Mr. Johnson noted viewing exhibits on track and playground surfaces at a state meeting and concurs with Mrs. Brunner about use of the standard red color.

Mrs. Lyke asked if the red color withstands use better.

Mr. Wyse stated he prefers incorporation of blue and gold, our district colors, but agrees that the initial and re-curing expense is prohibitive.

Mr. Havens asked if **consensus** was to proceed with the standard red color; trustees indicated it was.

Mr. Robusto feels everyone will be pleased with new track.

Mr. Johnson added that the ability to host home meets will make many people happy.

F. FINANCIAL UPDATE

Mr. Havens introduced Mr. Atseff to present monthly financial reports for review and consideration by the Board of Education.

Mr. Atseff presented reports and information through May 31, 2003 as follows: (copies filed in clerk's agenda file, this meeting)

(1) *Revenue Status Report*: Revenues are on target for the current school year.

(2) *Expense Report – General Fund*: Appropriations and the year-end balance are in good shape. The monthly report for June will not appear until August to allow time for closing accounts and the summer independent audit. Mr. Atseff suggested scheduling a workshop during summer recess to provide trustees with more in-depth understanding of financial reports. **Consensus** among trustees was to schedule such a session.

G. ESTABLISH DATE • SCHOOL BOARD-ADMINISTRATIVE GOAL-SETTING WORKSHOP

Mr. Havens asked the pleasure of trustees for the date of the workshop session to review achievements of the 2002-2003 school year and set goals for 2003-2004. Following discussion, the date of *Tuesday, July 8th* was designated for the full-day event.

H. STUDENT QUESTIONS

- E. Yanko Panipinto, 5492 Ontario Center Road, Ontario, asked Mr. Johnson what he likes about his job as a school trustee and what his duties are as school board president. Mr. Johnson noted he has enjoyed his service on the school board for nearly seven (7) years and outlined the duties of school board president.
- F. Jacob Petty, 257 Crabapple Circle, Ontario, asked Mr. Havens if his job as superintendent of schools is difficult. Mr. Havens said the best part of his job is spending time daily on ways to do the best for students; the hardest part is working students, staff or residents/parents when they are upset.
- G. Yanko Panipinto, supra, thanked trustees for helping students and schools and stated he really enjoys school and his teachers.

X. **RECESS:** 9:06 p.m.

XI. RECONVENE: 9:15 p.m.

XII. 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

RESIGNATIONS:

William Bendschneider, special education teacher, assigned to the middle school, effective June 30, 2003. (personal reasons)

Larry Ruth, art teacher, assigned to the middle school, effective July 1, 2003 (retiring, 41 years in education, 39 years service to Wayne Central School District)

APPOINTMENTS:

Linda Bellingham, .50 FTE elementary education teacher, assigned to Ontario Primary School, a one-year temporary job-sharing appointment effective September 1, 2003 through June 30, 2004, at \$41,378 pro-rated (job-share with Janice Hyde)

Robert Doran, science teacher (physics), assigned to the high school, a three-year probationary appointment effective September 1, 2003 through August 31, 2006, at \$40,376 (replacement for Donald Horner, resigned)

Michelle Guerrieri, special education teacher, assigned to the middle school, a two year probationary appointment effective September 1, 2003 through August 31, 2005, at \$38,876 (replacement for William Bendschneider, resigned)

Janice Hyde, .50 FTE, elementary education teacher, assigned to Ontario Primary School, a one-year temporary job-sharing appointment effective September 1, 2003 through June 30, 2004, at \$35,963 (pro-rated), (job-share with Linda Bellingham)

Andrew Shearer, **technology education teacher, assigned to the middle school, a three year probationary appointment effective September 1, 2003 through August 31, 2006, at \$36,714 (replacement for Robert Rose, resigned)**

Donald Siracusa, English Teacher, assigned to the high school, a three-year probationary appointment effective September 1, 2003 through August 31, 2006, at \$33,500 (replacement for Lisa Golubjatnikov, resigned)

Inter-Scholastic Athletic Competition Stipends • 2002-2003 School Year
(Sectionals, State Qualifier & State Champion Stipends)

See Listing, Clerk's Agenda File, This Meeting

LEAVES OF ABSENCE:

Brenda Dobbler, speech and language therapist assigned to the middle school, a combination paid and unpaid FMLA disability leave of absence, anticipated from September 2 through November 3, 2003 (child-rearing)

Suellen Terranova, special education teacher, assigned to Ontario Elementary School, a one-year unpaid leave of absence, effective September 1, 2003 through June 30, 2004. (child-rearing)

SUPPORTIVE STAFF:

RESOLUTION TO TERMINATE EMPLOYMENT OF APPOLONIA ALESSI (May 20, 2003)

***RESOLVED** by the Board of Education that, on the recommendation of the superintendent of schools, the employment of Appolonia Alessi, in the civil service classified position of cleaner, is hereby terminated effective May 20, 2003.*

APPOINTMENTS:

Mark D. Callahan, **director of human resources, assigned to the district office, a provisional civil service appointment pending classification by the civil service commission, effective July 1, 2003 @ \$65,000 (replaces Abi Buddington, temporary appointment, 2002-2003)**

Summer Buildings & Grounds Personnel • 2003-2004 School Year

(Adult Supervisors, Cleaners, Painters, Grounds Helper)

See Listing, Clerk's Agenda File, This Meeting

Mrs. Brunner offered a **MOTION**, seconded by Mr. Robusto, to approve/adopt the personnel changes as recommended by the superintendent of schools. 7 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Ratcliffe), Carried.

B. CONSENSUS AGENDA

- (1) Reports of the School District Treasurer (A/O 4/30/03)
- (2) Resolutions for Non-Public Health Service Contracts • 2002-2003 (East Rochester, Brighton)
- (3) Accept Cash Gift from Freewill Elementary Parents' Group (Replace Playground Equipment)
- (4) Award Bids for Physical Education, Interscholastic Athletics and Health Supplies & Equipment (2003-2004)

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

Mrs. Brunner offered a **MOTION**, seconded by Mr. Robusto, to approve/adopt 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 April 30, 2003 (copies attached to these minutes in the minute book)
- (2) Adopt **RESOLUTIONS** for non-public health service contracts for the 2002-2003 school year, **TO WIT:**

RESOLUTION FOR HEALTH SERVICES CONTRACT WITH EAST ROCHESTER CENTRAL SCHOOL DISTRICT

(Non-Public School Pupils, 2002-2003)

RESOLVED, that the Board of Education of Wayne Central School District hereby approves a contract with the Board of Education of East Rochester Central School District for health service charges, pursuant to §912 of the State Education Law, for pupils at non-public schools in the 2002-2003 school year, and authorize the President

and Clerk of the Board of Education to execute said contract, pending approval of same by the Superintendent of Schools (copy of contract filed in clerk's files)

**RESOLUTION FOR HEALTH SERVICES CONTRACT
WITH BRIGHTON CENTRAL SCHOOL DISTRICT
(Non-Public School Pupils, 2002-2003)**

RESOLVED, that the Board of Education of Wayne Central School District hereby approves a contract with the Board of Education of Brighton Central School District for health service charges, pursuant to §912 of the State Education Law, for pupils at non-public schools in the 2002-2003 school year, and authorize the President and Clerk of the Board of Education to execute said contract, pending approval of same by the Superintendent of Schools (copy of contract filed in clerk's files)

- (3) Accept a **cash gift of \$5,000 from the Freewill Elementary Parents' Group** for use in replacement of playground equipment at Freewill Elementary School
- (4) Award **bids for physical education, interscholastic athletics and health supplies & equipment** for the 2003=2004 school year to the lowest responsible bidders, multiple bid award (copy of bids in clerk's files)

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

XIII. POLICY COMMITTEE REPORT

Mr. Triou used a powerpoint presentation to review the work of the policy committee over the past two years in the revisions and updates of the district policy handbook. (copy filed in clerk's agenda file, this meeting)

He reviewed highlights of the new policy handbook, compiled with assistance from Erie #1 B.O.C.E.S Policy Service, and the efforts devoted by the local committee to adapt existing policies to the new format. The committee incorporated each of the policies now in the existing policy handbook into the new handbook and added new items to reflect changes in statute and regulation.

Incorporation of existing policy rules, also referred to by some as administrative regulations, is scheduled for completion by the committee using local resources in the 2003-2004 school year.

Mr. Triou noted the diligent efforts by Mr. Switzer to coordinate transition from existing to new handbook and insure continuity and style between the two documents.

Mrs. Lyke extended special thanks to Mr. Triou and Mr. Switzer for their efforts on this project.

Mr. Johnson noted the extraordinary efforts of the committee in the update process and extended thanks to each of the committee members.

XIV. ADDITIONAL PUBLIC COMMENT - None

XV. ADDITIONAL BOARD MEMBER COMMENTS

- A. Mrs. Brunner asked for confirmation of times for trustees to arrive at commencement exercises on Friday evening, June 20th. Mr. Havens stated between 7:00 and 7:15 p.m. at the performing arts center at Finger Lakes Community College (FLCC).
- B. Mrs. Lyke noted that she, Mrs. Brunner and Mrs. Diller attended the annual meeting of the Four Co. School Boards Association on June 3 and heard the presentation by Chancellor Robert Bennett of the NYS Board of Regents.

XVI. ADJOURNMENT

Mr. Triou offered a **MOTION** to adjourn the meeting at 9:33 p.m. 7 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Ratcliffe), 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

June 25, 2003

School District Clerk

JES/jes:wp

MEMORANDUM

Wayne Central Schools
Office of the Superintendent



TO: Board of Education
FROM: Michael Havens
RE: Wage Adjustments
DATE: June 20, 2003

Each year the Board of Education determines wage increases for confidential employees of the district. As in past years, I recommend that their salaries be adjusted by the same amount as the comparable union represented people. Those amounts and positions are stated below.

CONFIDENTIAL DISTRICT OFFICE PERSONNEL

Upon the recommendation of the Superintendent of Schools, the salary of the following named positions is adjusted by \$.65/hour effective July 1, 2003:

Administrative Assistant
Payroll Account Clerk
Senior Typist - Business Office
Senior Typist – Human Resources Office
Treasurer

DISTRICT-WIDE SUPERVISORY PERSONNEL

Upon the recommendation of the Superintendent of Schools, the salary of the following named positions is adjusted by 3.5% effective July 1, 2003:

Assistant Superintendent for Business
Assistant Superintendent for Instruction
Director of Student Services
Director of Food Service
Director of Facilities
Technology Coordinator
Director of Transportation
School District Clerk

