

**WAYNE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING AGENDA**



**REORGANIZATIONAL MEETING AGENDA**

DATE: Wednesday, July 9, 2003 TIME: 7:30 p.m. PLACE: District Office Board Room

1. Call to Order: Mr. Richard Johnson, President of the Board, 2002-2003
2. Pledge of Allegiance
3. District Clerk administers Oath to Newly Seated Trustees: Mrs. Jacqueline Brunner  
Mr. Scott Griswold  
Mr. John Triou
4. Election of Board of Education officers for 2003-2004
  - (a) President of the Board of Education
  - (b) Vice-President of the Board of Education  
(District Clerk administers Oath of Office to Officers)
5. Appointment of District Officers for 2003-2004
  - (a) District Clerk: James E. Switzer (\$10,200)
  - (b) District Clerk Pro Tem: Greg Atseff (\$0)
  - (c) District Treasurer: Leora Stramonine (\$41,980)
  - (e) Internal Claims Auditor: Russell Harris (\$2,250)
  - (f) School Tax Collector: Helen Jensen (\$0)
  - (g) Records Management/Access Officer: James Switzer (\$0)
6. Appointment of District Officials for 2003-2004
  - (a) School Attorney: Wayne VanderByl, Attorney at Law
  - (b) School Physician: Cynthia Devore, M.D.
  - (c) School Physician: Daniel Koretz, M.D.
  - (d) School Census Enumerator: James Switzer
  - (e) Purchasing Agent: Gregory Atseff
  - (f) Attendance Officer: James Switzer
  - (g) School District Auditor: Raymond F. Wager, CPA, P.C.
  - (h) Extra-Classroom Activity Account Treasurers:  
Lee Stramonine, Wayne Middle School  
Linda Elmer, Wayne High School
  - (i) Title IX Compliance Officer: Laurence Spring
  - (j) Civil Service Appointing Officer: Mark Callahan
  - (k) School Architect: Clark-Patterson, P.C.
  - (l) Asbestos Compliance Designee: Donald Davis
  - (m) Section 504 Compliance Officer: Sandy Woodard
  - (n) American Disabilities Act Coordinator: Sandy Woodard
  - (o) Liaison for Homeless Youth: Laurence Spring
8. Designations for 2003-2004:
  - (a) Official Depositories: Chase, Fleet, Key Bank
  - (b) Official Newspapers:

- (c) WAYNE COUNTY MAIL (Ontario) & THE TIMES (Walworth-Macedon)  
Board of Education meetings: 2 times each month at 7:30 p.m., unless otherwise noted, with dates & locations noted on Board of Education meeting schedule. **Att. 1**

9. Authorizations for Chief School Officer for 2003-2004:

- (a) Certification of payrolls
- (b) Approval of attendance at conferences, workshops, conventions
- (c) Approval of budget transfers per board policy
- (d) Approval to borrow funds up to \$25,000, for short term cash flow needs, without prior Board of Education approval.
- (e) Approval of resolutions for the Issuance of Tax Anticipation Notes and Joint Purchasing Programs.
- (f) Designation to handle student residency determinations on behalf of the Board of Education as provided by part 100.2(y) of the Regulations of the Commissioner of Education.

10. Bonding of Personnel: Authorize purchase of blanket bond for each of the following school district officers at the amounts specified:

- (a) School District Treasurer (\$400,000)
- (b) School Tax Collector (\$500,000)
- (c) Internal Claims Auditor (\$15,000)
- (d) Extra-Classroom Activity Fund Treasurers (\$10,000)

11. Additional Designations and Authorizations for 2003-2004:

- (a) Authorized signatures on Extra Classroom Activity Accounts:  
Middle School: Bob Armocida & Leora Stramonine  
High School: Lory Morrin & Linda Elmer
- (b) Authorized signature on all district checks:  
District Treasurer's signature, using check-signing machine, and in her absence;  
Assistant Superintendent for Business's signature, using check signing machine.
- (c) Mileage reimbursement rate for 2002-2003: 36.5 cents/mile  
Copy fee - Freedom of Information Act: 25 cents per page
- (d) Establishment of Petty Cash Funds for 2002-2003:  
High School (Lory Morrin & Peg Wachob) \$100.00  
Middle School (Bob Armocida) \$50.00  
District Office (Gregory Atseff & Leora Stramonine) \$50.00  
School Lunch Fund (Carol Fisher) \$260.00  
Transportation (Fred Prince) \$50.00

12. Establish substitute and building use rates for 2002-2003:

- (a) Custodial rates for building use \$22.41
- (b) Food Service rates for building use \$19.98
- (c) Substitute teacher rates \$65/day; \$80/day after 15 consecutive days  
\$100/day retired certified teachers

13. Additional Trustee Appointments for 2003-2004:

- 1. Wayne-Finger Lakes BOCES Board of Education

- (a) District Representative
- (b) Alternate

- 2. Four County School Boards:
  - (a) Executive Committee
  - (b) Legislative Committee
  - (c) Board Development Committee

BREAK

15. Regular Business Meeting

- I. Approve Agenda/Minutes (sent under separate cover) **Att. 2**
  - II. Comments from the Public
  - III. Comments from the Board President
  - IV. Comments from the Board
  - V. Superintendent's Report
    - 1. Teacher Center
  - VI. Items for Board Action
    - 1. [Personnel](#) Action **Att. 3**
    - 2. [CSE/CPSE](#) Action **Att. 4**
    - 3. [Consensus](#) Agenda: **Att. 5**
      - 1. Approve Treasurer's Report
      - 2. Award [Bid](#)
      - 3. Approve [Health](#) Contract
      - 4. Approve Change [Order](#)
      - 5. Accept [Gift](#) to the District
  - VII. Policy Report
  - VIII. Adjournment
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OPERATIONAL VIEWPOINT

"Wayne Central School District will strive to create an environment responsive to, and providing for, the diverse educational needs of all students."

**WAYNE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING SCHEDULE  
2003-2004**

July 9	District Office (Reorganizational Meeting)	7:30 p.m.
August 20	District Office	7:30 p.m.
September 10	District Office	7:30 p.m.
September 24	District Office	7:30 p.m.
October 8	Ontario Primary School	7:30 p.m.
October 20 (Monday)	Three Boards' Meeting (Ontario Town Hall)	7:30 p.m.
November 5	Freewill Elementary School	7:30 p.m.
November 19	Middle School	7:30 p.m.
December 10	Ontario Elementary	7:30 p.m.
January 7	District Office	7:30 p.m.
January 21	District Office	7:30 p.m.
February 11	District Office	7:30 p.m.
February 25	District Office	7:30 p.m.
March 10	District Office	7:30 p.m.
March 24	District Office	7:30 p.m.
April 7	District Office	7:30 p.m.
April (TBD)	Three Boards' Meeting (Walworth Town Hall)	7:30 p.m.
May 11	High School (Budget Hearing)	<u>7:00</u> p.m.
May 18	District Office Gymnasium Lobby (Budget Vote and Board Election)	9:00 a.m. - 9:00 p.m.
May 26	District Office	7:30 p.m.
June 9	District Office	7:30 p.m.
June 23	District Office	7:30 p.m.
July 14	District Office (Reorganizational Meeting)	7:30 p.m.

Adopted: 7/9/02  
Board of Education

## WAYNE CENTRAL SCHOOL DISTRICT

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To: Michael Havens, Superintendent of Schools  
From: Mark D. Callahan, Director of Human Resources  
Re: Personnel Action  
Date: July 9, 2003

The following is submitted for your review and approval.

### **INSTRUCTIONAL STAFF**

#### **Resignations:**

Debra Botsford – Special Education Teacher, assigned to Thomas C. Armstrong Middle School, effective June 27, 2003. *For personal reasons.*

Bryan Ingham – Math Teacher, assigned to James A. Beneway High School, effective June 27, 2003. *For personal reasons.*

Ronald Jones – Dean of Students, assigned to James A. Beneway High School, effective June 27, 2003. *For the purpose of retirement.*

Craig E. Johnson – School Psychologist, assigned to James A. Beneway High School, effective June 30, 2003. *For the purpose of retirement.*

Loreen Jorgensen – Library Media Specialist, assigned to Ontario Primary School, effective June 30, 2003. *For the purpose of retirement.*

Larry Ruth (as amended) – Art Teacher, assigned to Thomas C. Armstrong Middle School, effective date is amended from July 1, 2003 to June 30, 2003. *For the purpose of retirement.*

#### **Leave of Absence:**

Lisa Ocque – Occupational Therapist, assigned to Freewill and Ontario Primary Elementary Schools, a combination paid and unpaid FMLA leave of absence, anticipated July 18, 2003 through September 12, 2003. *For the purpose of child-rearing.*

Jennifer Weber – English Teacher, assigned to James A. Beneway High School, a combination paid and unpaid FMLA leave of absence, anticipated September 7, 2003 through October 31, 2003. *For the purpose of child rearing.*

#### **Appointments:**

**Barbara Brock – Elementary Art Teacher, assigned to Ontario Elementary School, a one and a half year probationary appointment effective September 1, 2003 through January 31, 2005, at \$41,626 (base + MS), credited with 6 years experience. Was a temporary replacement for Jenn Allen from January 24, 2002 through June 30, 2003. Replacement for Jenn Allen.**

**Diane Hartley – Occupational Therapist (.5), assigned to Freewill and Ontario Primary Elementary Schools, a three year probationary appointment effective September 1, 2003 through August 31, 2006, at \$20,188 (base) credited with 6 years of service. Job share with Lisa Ocque.**

**Sheri Hurny – Elementary Education Teacher, assigned to Freewill Elementary School, a three year probationary appointment effective September 1, 2003 through August 31, 2006, at \$34,750 (base + MS), credited with no experience. Replacement for Megan Stuart.**

**Brian Knebel – Technology Teacher, assigned to James A. Beneway High School, a three year probationary appointment effective September 1, 2003 through August 31, 2006, at \$35,963 (base + MS), credited with 2 years of service. Replacement for Andris Silins.**

Darlene Martino – Elementary Education Teacher, assigned to Freewill Elementary School, a one and a half year probationary appointment effective September 1, 2003 through January 31, 2005, at \$36,053. *Was a temporary replacement for Lisa Cook from January 14, 2002 through June 30, 2003. Replacement for Lisa Cook (.5 Reading Recovery) and .5 new full day kindergarten.*

Colleen Meagher – Kindergarten Teacher (.5), assigned to Ontario Primary, a three year probationary appointment effective September 1, 2003 through August 31, 2006, at \$16,750 (base), credited with no experience. *Needed for new full day kindergarten class.*

Lisa Ocque - Occupational Therapist (.5), assigned to the Freewill and Ontario Primary Elementary Schools, a change in status from full time to job share with Diane Hartley.

Diana Page – Science Teacher (Biology and Chemistry) assigned to James A. Beneway High School, a two and a half year probationary appointment effective September 1, 2003 through January 31, 2006, at \$36,060 (base), credited with one year experience. *Was the temporary replacement for Tara Houndt from January 31, 2003 through June 30, 2003. Replacement for Tara Houndt.*

Anne Tredwell – Special Education Teacher, assigned to Ontario Primary School, a three year probationary appointment effective September 1, 2003 through August 31, 2006, at \$35,360 (base + MS), credited with one year of experience. *Newly created position resulting from the reduction in 1:1 aides.*

Christine Uetz – Special Education Teacher, assigned to Freewill Elementary School, a three year probationary appointment effective September 1, 2003 through August 31, 2006, at \$40,250 (base + MS), credited with 5 years of experience. *Replacement for Anne Koestner.*

Eileen Zilliox – Elementary Education Teacher, assigned to Ontario Primary, a three year probationary appointment effective September 1, 2003 through August 31, 2006, at \$48,185 (base + MS), credited with 16 years of experience. *Replacement for Shelly Godwin.*

#### SUPPORT STAFF

##### Resignations:

Eileen Bonino – Clerk/Typist assigned to the Maintenance Department effective August 1, 2003. *For the purpose of retirement.*

Carol Fisher – Director of Food Services effective August 22, 2003. *For the purpose of retirement.*

**Leave of Absence:**

None

**Appointments:**

Marianne Krittal – Teacher Aide (1:1) assigned to Freewill Elementary School, a temporary civil service appointment effective June 9, 2003 through June 30, 2003 at \$9.55/hour. *This is a new position.*

Joshua Simpson – Cleaner assigned to James A. Beneway High School, a probationary civil service appointment effective July 1, 2003 through December 31, 2003, at \$8.10/hour. *Replacement for Appolonia Alessi.*

Att. 4

Att. 3

**CSE Recommendations to the Board of Education**

**Date: 6/25/03**

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

Student: # 3511	Grade & Year: 12 (03-04)
School: Wayne Central High School	Time of Services: 2 hours/week, indirect
Classification: ED	
Recommended Placement : Consultant Teacher for all academic areas	Triennial Due: 2006/02
	Last Program: Consultant Teacher for all academic areas

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: # 8259	Grade & Year: 07 (03-04)
School: Wayne Central Middle School	Time of Services: 5X/week at 40 minutes
Classification: LD/written expression	
Recommended Placement : Resource Room for small group instruction & full participation in general education	Triennial Due: 2006/02
	Last Program: Resource Room for small group instruction & full participation in

Reason for Placement/Services: Small group support for strategy development.

Other Placement/Services Considered, but Not Selected: Consultant Teacher

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: 6/25/03**

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

Student: # 97155  
School: Roosevelt Children's Center @ Newark  
Classification: Preschool Child w/a Disability  
Recommended Placement :

Grade & Year: Preschool (03-04)  
Time of Services: 5x/wk@half days (summer) /  
Last Psychological: 5/1/03  
Last Program:

Related	Speech and/or Language:	None
	Occupational Therapy:	3x/wk @ 30 minutes (ind)
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	1:1 Aide (Summer only)

Student: # 98507  
School: Monroe 1 BOCES @ St. James School (@ Foreman Center for  
Classification: Preschool Child w/a Disability  
Recommended Placement :

Grade & Year: Preschool (03-04)  
Time of Services: 5x/wk @ half days  
Last Psychological: 3/27/03  
Last Program:

Related	Speech and/or Language:	2x/wk @ 30 minutes (small group)
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	1:1 aide

Student: # 98530  
School: Partners in Speech & Maida Bachman  
Classification: Preschool Child w/a Disability  
Recommended Placement :

Grade & Year: Preschool (02-03)  
Time of Services: See related service  
Last Psychological:  
Last Program:

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

WAYNE CENTRAL SCHOOL DISTRICT  
Ontario Center, New York

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TO: Board of Education  
FROM: Michael Havens  
RE: Consensus Agenda  
DATE: July 9, 2003

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

1. Accept Treasurer's Report
2. Award GM [Parts](#) Bid
3. Award [Tire](#) & Tube Bid
4. Award [Rush](#)-Henrietta Health Contract
5. Accept Gift to [District](#)
6. Approve [Change](#) Order

Consensus Agenda #2

**TO:** Michael Havens  
Superintendent of Schools  
**FROM:** Gregory J. Atseff  
Assistant Superintendent for Business  
**DATE:** July 9, 2003  
**RE:** Bus & Vehicle Parts Bid

In accordance with Section 103A, Article 5-A, of the New York State General Municipal Law, a legal notice was advertised in the official school newspapers inviting the submission of sealed bids for Bus & Vehicle Parts for use on school owned vehicles for the 2003/2004 school year.

Sealed bids were received and opened publicly on Thursday, June 26, 2003 at 1:00 p.m. at the district administrative offices.

Bids were advertised to be evaluated on a percent of discount off list price. Prices submitted are to be f.o.b. Wayne Central School District.

The lowest bidder for GM Parts is Hoselton Chevrolet, 909 Fairport Road, Rochester, New York, with a 30% discount off list. Hoselton Chevrolet was the only bid received.

Attached is a copy of the vendor bid list for your reference.

/db

.....  
GM Parts Bid  
June 26, 2003

Central New York Coach  
7765 Lakeport Road  
Chittenango, NY 13037

Doyle Chevrolet  
Parts Manager  
740 Ridge Road  
Webster, NY 14580

Hoselton Chevrolet  
Mr. Lanny Pfeil  
909 Fairport Rd.  
East Rochester, NY 14445

Rochester Truck Center  
Mr. Ron Tiefert  
20 Transport Drive  
Rochester, NY 14623

Consensus Agenda #3

**TO:** Michael Havens  
Superintendent of Schools  
**FROM:** Gregory J. Atseff  
Assistant Superintendent for Business  
**DATE:** July 9, 2003  
**RE:** Tire & Tube Bid

In accordance with Section 103A, Article 5-A, of the New York State General Municipal Law, a legal notice was advertised in the official school newspapers inviting the submission of sealed bids for Tires and Tubes for use on school owned vehicles for the 2002/2003 school year.

Sealed bids were received and opened publicly on Thursday, June 26, 2003 at 1:15 p.m. at the district administrative offices.

Bids were advertised to be evaluated on a total basis with estimated quantities. Prices submitted are to be f.o.b. Wayne Central School District.

The lowest bidder was Tallmadge Tire Service with a bid price of \$21,685.16 which was based on estimated quantities.

Bid Summary:

	<u>Vendor</u>	<u>Bid Price</u>
1.	Lewis General Tire 3870 W. Henrietta Rd. Rochester, NY 14623	\$24,830.00
2.	Tallmadge Tire Service 1285 Route 318 Waterloo, NY 13165	\$21,685.16

Attached is a copy of the vendor bid list for your reference.  
/db

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Tire Bid  
June 26, 2003

Lewis General Tire, Inc.  
Mr. John Russell  
3870 W. Henrietta Rd.  
Rochester, NY 14623

Tallmadge Tire Auto & Truck  
Mr. Peter Ufholz  
1285 Route 318  
Waterloo, NY 13165

**TO:** Michael Havens  
**FROM:** Gregory J. Atseff  
Assistant Superintendent for Business  
**DATE:** June 25, 2003  
**RE:** Health Service Contract - Rush-Henrietta Central School District

Attached is the contract for health services for Wayne students attending a private or parochial school in the Rush-Henrietta Central School District for the 2002-2003 school year.

The cost of the contract is:

10 students @ \$83.89 = \$ 838.90

The attendance office has verified the students listed on the health service contract.

**RESOLUTION**

**Be it resolved,** that the Board of Education of the Wayne Central School District hereby approves the contract for health services with the Rush-Henrietta Central School District for the 2002-2003 school year, and hereby authorizes the Board **President**, School Superintendent, and District Clerk to execute the contract.

/db

Attachment

**Commented [DB1]:** Page: 12  
Check to see who has to sign the contract. May need to add superintendent and delete others.

Consensus agenda #5

**TO:** Michael Havens  
Superintendent of Schools  
**FROM:** Gregory J. Atseff  
Assistant Superintendent for Business  
**DATE:** July 9, 2003  
**RE:** Gift to the District

Recommend that the Board of Education, at their meeting to be held on July 9, 2003, accept from the Sandy Stramonine School of Dance a gift of \$1,200 to be used towards the Wayne Central Performing Arts programs.

/db

c: Lee Stramonine  
Helen Jensen

Consensus Agenda #6

To: Michael Havens,  
Superintendent of Schools  
From: Gregory Atseff,  
Assistant Superintendent for Business  
Date: July 1, 2003  
Re: Change Order CO-6

Attached is a copy of Change Order CO-6, from Marcor Remediation. This change order is for the cost to provide additional floor patching for leveling C wing at T.C. Armstrong Middle School.

Please present the following resolution to the Board of Education at their meeting on July 9, 2003:

**Resolution**

Resolved; that upon the recommendation of the Superintendent of Schools, the Board of Education of the Wayne Central School District hereby approves Change Order CO-6 for \$7,912.80.