

WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA



March 26, 2008 6:30 p.m. District Office Conference Room

6:30 Executive Session

7:00 Call to Order

 Pledge of Allegiance

7:05 Approval of Agenda/Approval of Minutes

[Att. 1](#)

7:10 Public Comment

7:15 Board Member Comments

7:20 Board President Comments

7:25 Superintendent's Report

 1. 2009-10 Proposed Budget

[Att. 2](#)

 2. Teacher Mentor Program

[Att. 3](#)

 3. Student Representative

 4. Student Questions

8:15 Board Action

 1. Adopt Calendar

[Att. 4](#)

 2. Adopt Budget

8:20 Four County Report

8:25 Public Comment

8:30 Board Member Comments

8:35 Adjournment

Next Meeting Date: April 9, 2009 District Office Conference Room (Three Boards) 7:00 p.m.

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.

Att. 1

**WAYNE CENTRAL SCHOOL DISTRICT
Ontario Center, New York 14520**

BOARD OF EDUCATION MINUTES

UNOFFICIAL UNTIL APPROVED

DATE: Thursday, March 12, 2009
TYPE: Regular Business Meeting
Office

TIME: 6:30 p.m.
PLACE: District

PRESENT: Members Brunner, Griswold (arrived @ 6:33 p.m.), Lyke, Newman, Nicholson, Paz, Robusto, Schultz & Triou (left @ 7:09 p.m., returned @ 8:09 p.m.); District Clerk Switzer; Administrators Havens, Siracuse, Shaffer, Pullen, Schiek, Atseff, Cox, Callahan & Blankenberg

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

I. CALL TO ORDER: 6:30 p.m. by Frank Robusto, Jr., School Board President

II. EXECUTIVE SESSION (Personnel)

Mrs. Lyke offered a **MOTION**, seconded by Mr. Paz, to adjourn the meeting, at 6:31 p.m., for an executive session for discussion of matters pertaining to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of specific persons. 8 Ayes, 0 Nays, 1 Absent (Mr. Griswold), Carried.

(Mr. Griswold entered the meeting @ 6:33 p.m.)

III. RECONVENE: 7:08 p.m.

(Mr. Triou left the meeting @ 7:09 p.m.)

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA & MINUTES (February 12, 2009)

Mrs. Brunner offered a **MOTION**, seconded by Mr. Paz, to approve the agenda for this evening's meeting and the minutes of the meeting of February 12, 2009, each as presented. 8 Ayes, 0 Nays, 1 Absent (Mr. Triou), Carried.

VI. PUBLIC COMMENT

Mr. Robusto stated that the Board of Education values public comment and that, under NYS Open Meetings Law, school board meetings are open to the public, not public meetings. Two opportunities are provided for public comment and time limits are placed on each speaker. While immediate responses are not always possible, follow-up will occur if needed. He asked speakers to identify themselves, their address, any organization they may represent and to provide copies of any documentation to the school district clerk.

- A. Susan Brown, 7518 Knickerbocker Road, shared prepared remarks on the efforts to support literacy by the Ontario Primary- Elementary PTA in those schools (e.g. almost 2000 books to students, teachers and library-media centers) and shared coupons for the voucher night at Barnes & Noble Booksellers which supports those efforts.

VII. BOARD MEMBER COMMENTS

- A. Mrs. Lyke relayed **compliments from staff members** on the remarks by Mr. Havens at the **March 6th staff development day** which encouraged staff members to consider the impact of financial stress and challenges in their home and family situations on classroom and school activities.
- B. Mrs. Lyke suggested that the school district remind parents and guardians of the income levels for free or reduced price meals as a way to **support families with unexpected or extended financial or employment difficulties**.
- C. Mrs. Newman extended **compliments to the staff members** who planned the itinerary and served as chaperones for the recent educational trip to Costa Rica which included total immersion in the Spanish language and culture. She added that as a parent she was pleased with the excellent adult supervision provided for students who participated.

VIII. BOARD PRESIDENT'S COMMENTS

- A. Mr. Robusto extended **condolences** to the family of Sam Greco, a former bus driver for our district, on his passing on February 20th.

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

X. REPORTS OF THE SUPERINTENDENT OF SCHOOLS

A. RECOGNITION OF STATE CHAMPION WRESTLERS

Mr. Havens introduced Marc Blankenberg, director of athletics and physical education, to present information about state-level achievement by local wrestlers to the Board of Education.

Mr. Blankenberg introduced Ron Gross and Ted Hargarther, varsity wrestling coach and assistant coach, respectively, who reviewed the achievements by local wrestlers at state-wide competition. They introduced wrestlers' freshman Al Dierna, sophomore Bob Dierna, junior Vincent Di Gravio and senior Chris Marvin who were present with their parents. Chris presented color, poster-sized photos of the squad to members of the Board of Education (item filed in clerk's files)

Mr. Gross added that the team achieved scholar-athlete academic status and scored the most points among large schools who participated in the competition.

Mrs. Lyke stated she was pleased to see familiar names from our community among the athletes recognized this evening and noted that some of their parents are her former students.

Mr. Blankenberg congratulated the parents, coaches and athletes for their achievements and thanked members of the booster club for their outstanding support.

B. SECOND QUARTER ACADEMIC ACHIEVEMENT REPORT • 2008-2009

Mr. Havens presented the second quarter academic achievement report for review and consideration by the Board of Education.

Mrs. Kim Cox, assistant superintendent for instruction, presented a Power Point display of graphs and data compiled from mid-year report cards and exams to illustrate student achievement (copy filed in clerk's agenda file, this meeting) She noted that the presentation was also shared at the staff development day on Friday, March 6th to illustrate the role which each employee has in student achievement.

Mrs. Cox noted that the excellent results at each grade level and in each subject area reinforce the goals of the Board of Education for student progress and achievement. She added that the assessment effort this year has shifted from monitoring student achievement at mid-year as a forecast to meeting year-end goals to monitoring district benchmarks and criteria at mid-year. Reading and writing were reviewed separately to determine areas for additional attention and the impact of the new elementary math program was analyzed, with excellent results.

She stated that the staff is working on a shift to a standards-based report card to measure student achievement on district goals/benchmarks and is analyzing achievement data for those students who participated in the universal pre-kindergarten program. She noted those areas where modifications are underway for both general education students and those with disabilities.

At the middle and high schools, passing and mastery rates continue to meet and exceed those of prior years. The number of students enrolled in biology (93) and algebra (83) as eighth graders continues to increase and student achievement is excellent.

Mrs. Cox reviewed the successful implementation of the revised state math sequence for geometry and the impact of the senior project on achievement data. Teachers in all areas continue efforts to differentiate instruction and incorporate writing in their subject areas.

Mr. Griswold asked about mastery rates; Mrs. Cox provided details.

Mrs. Lyke asked if students with disabilities participate in the accelerated courses; Mrs. Cox provided details.

Mrs. Newman asked if additional accelerated or enriched courses are an option for middle school students who successfully complete algebra and biology. Mrs. Cox provided details.

Mrs. Lyke commented that the achievements reflected in these reports are the culmination of 13 years of work by staff and students and she was pleased that all staff members were able to view the results on staff development day.

Mr. Havens extended compliments to students, staff members and parents on the continued success documented in the report.

C. PROPOSED BUDGET • 2009-2010 • ADMINISTRATIVE PORTION • DRAFT #1

Mr. Havens presented Draft #1 of the administrative portion of the proposed 2009-2010 budget for review and consideration by the Board of Education (copy filed in clerk's agenda file, this meeting).

Mr. Gregory Atseff, assistant superintendent for business, reviewed a Power Point presentation on projected expenditures in the following areas: Board of Education, district clerk, school elections, superintendent of schools, business office, external and internal auditing, tax collection, purchasing, fiscal agent fees, legal services, personnel, records retention, public information, central printing and mailing, central data processing, insurance, water and sewer charges, administrative services for B.O.C.E.S, refund of property taxes, curriculum development, and building principals (copy filed in clerk's agenda file, this meeting)

Highlights of the administrative section were cited as follows:

District Wide

- 20% reduction in each conference category

District Meeting

- Increase in contractual expenses in anticipation of electronic voting machine requirements in 2010

Central Data Processing

- Decrease in salaries reflecting the reduction of one (1) position

Curriculum Development

- Decrease in salaries to reflect a reduction in summer curriculum writing

Employee Benefits

- 8.5% estimated contribution rate for NYS Teachers' Retirement System
- 4.0% increase in health insurance costs

Mr. Nicholson asked what items are included in the administrative charges for Wayne-Finger Lakes B.O.C.E.S.; Mr. Atseff provided details

Mrs. Newman asked what background computer technicians have and which collective bargaining unit represents them. Mr. Callahan, director of human resources, noted they have varied levels of network certification and are members of the CSEA Local Unit 859.

Mrs. Newman asked for clarification of the proposed allocation for school board membership dues; Mr. Atseff provided details.

Mrs. Lyke noted great reports from events sponsored by the rural schools association in which the Board of Education may wish to consider membership.

(Mr. Triou returned to the meeting @ 8:09 p.m.)

Mrs. Brunner asked for clarification on proposed allocations for serial bonds and why school board membership dues are included in the budget allocation for special items and not as a separate item. Mr. Atseff provided details.

Mr. Atseff stated that 71% of the proposed budget is directed at instructional services which were reflected in reports on student achievement earlier this evening.

Mr. Havens thanked Mr. Atseff for his efforts to insure that the school district is in good fiscal condition.

D. PROPOSED SESSION DAY CALENDAR • 2009-2010 SCHOOL YEAR

Mr. Havens presented the *proposed session day calendar* for the 2009-2010 school year for review and consideration by the Board of Education. (copy filed in clerk's agenda file, this meeting)

He noted that Labor Day occurs on the latest possible date in 2009 (September 7th) which places the first session day for students on Wednesday, September 2nd to achieve the state minimum of 180 days of instruction.

Formal consideration of the proposed session day calendar will appear on the Board of Education agenda of March 26th.

E. FINANCIAL AND BUDGET 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 February 28, 2009, as follows: (copies filed in clerk's agenda file, this meeting)

Revenue Status Report – General Fund: 74% of budgeted revenues have arrived.

Expense Status Report – General Fund: 56% of budgeted expenses have occurred.

Board members extended compliments to Mr. Atseff on the excellent financial reports.

F. STUDENT QUESTIONS

Tarah De Vito, 5791 Coppersmith Trail, Ontario, asked about a senior study area at the high school; Mr. Havens outlined the process involved.

G. STUDENT REPRESENTATIVE

Ms. De Vito, supra, a senior, was student representative for the meeting and shared highlights of student academic, athletic and extra-curricular activities and achievements.

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:

ADMINISTRATIVE STAFF

RESIGNATION

Kathleen Green, director of technology (civil service title of technology coordinator), effective July 6, 2009 (for retirement, 14 years service to Wayne Central School District & 40 total years in education) (change of effective date from July 1st to July 6th).

INSTRUCTIONAL STAFF

APPOINTMENTS:

Denise Anderson, art teacher, NYS Control No. 521172041 (initial certificate effective through 8/31/2009), assigned to the high school, a six (6)-week extension of a temporary appointment effective March 2 through April 9, 2009 at \$37,400, pro-rated (replacement for Beau Watson while on FMLA leave of absence)

Robert Graham, math teacher, assigned to the high school, a four (4)-month temporary appointment effective February 2 through June 30, 2009 at \$38,650, prorated (replacement for James Tiffin, resigned)

Additional Per Diem Substitute Teachers • 2008-2009 School Year

See Listing, Clerk's Agenda File, This Meeting

Additional Extra-Duty Appointments/Designations • 2008-2009 School Year

See Listing, Clerk's Agenda File, This Meeting

Amended Coaching Appointments • 2008-2009 • Spring Season

(Payments for Sectionals, State Qualifier & State Championship Competition)

See Listing, Clerk's Agenda File, This Meeting

SUPPORTIVE STAFF:

APPOINTMENTS:

Joelle Flatt, food service worker, assigned to the high school, a permanent civil service appointment effective March 28, 2009 at current hourly rate (having successfully completed a six (6) month probationary period)

Theresa Schultz, food service helper, assigned to the high school, a permanent civil service appointment effective March 14, 2009 at current hourly rate (having successfully completed a six (6) month probationary period)

Amy Voorhees, cleaner, assigned to the middle school, a permanent civil service appointment effective March 9, 2009 at current hourly rate (having successfully completed a six (6) month probationary period)

Additional Per Diem Teacher Aides • 2008-2009 School Year

See Listing, Clerk's Agenda File, This Meeting

Mrs. Newman offered a **MOTION**, seconded by Mrs. Lyke, to approve the personnel changes as recommended by the superintendent of schools. 9 Ayes, 0 Nays, Carried.

B. PUPIL PLACEMENT RECOMMENDATIONS • C.S.E. & C.P.S.E

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.

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

(1) to approve the recommendation for pupil placements by the Committee on Special Education:

**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 pupil placements by the Committee on Pre-School Special Education:

**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.

On the question, the **RESOLUTIONS** were adopted by a vote of 9 Ayes, 0 Nays.

C. CONSIDER NOMINATION FOR MEMBER OF THE BOARD OF EDUCATION

Wayne-Finger Lakes Board of Cooperative Educational Services

Mr. Robusto presented the nomination of a member of the Board of Education of the Wayne-Finger Lakes Board of Cooperative Educational Services for review and consideration by the Board of Education:

Mrs. Lyke offered a **MOTION**, seconded by Mr. Nicholson, to adopt a **RESOLUTION** to nominate a member of the Board of Education of the Wayne-Finger Lakes Board of Cooperative Educational Services, **TO WIT:**

**RESOLUTION TO NOMINATE JEANNE A. DURFEE AS A
CANDIDATE FOR ELECTION TO MEMBERSHIP ON THE
BOARD OF EDUCATION OF THE WAYNE-FINGER LAKES
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
FOR A TERM COMMENCING JULY 1, 2009**

BE IT RESOLVED that the Board of Education of the Wayne Central School District nominates Jeanne A. Durfee, whose residence address is 3947 Boynton Road, Walworth, Wayne County, New York, 14568 and whose school district of residence is the Wayne Central School District, as a candidate for membership on the Board of Education of Wayne-Finger Lakes Board of Cooperative Educational Services, commencing July 1, 2009

Mrs. Newman asked if there is any limit on the number of terms for members of the Board of Education of Wayne-Finger Lakes B.O.C.E.S. Mr. Switzer stated there is none.

Mrs. Lyke asked if the terms are for three (3) or five (5) years; Mr. Switzer stated the term is for three (3) years.

On the question, the **RESOLUTION** was adopted by a vote of 9 Ayes, 0 Nays.

D. CONSENSUS AGENDA

- (1) Reports of the School District Treasurer (A/O 1/1/09)
- (2) Resolution for Non-Public Health Services Contract • Newark CSD • 2008-2009 School Year
- (3) Approve Budget Transfers Pursuant to Policy 5330
- (4) Accept Gift to the School District (STOP DWI – Bicycle Helmets • Health & Wellness Fair
- (5) Resolution for Call of the Annual School Election (May 19, 2009)
- (6) Resolution for Cooperative Agreement • Health Benefits • Non-Monroe County Municipal School District Program
- (7) Approve Administrative Internship for Jacqueline Senecal • 2009-2010 School Year

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

Mrs. Newman offered a **MOTION**, seconded by Mrs. Lyke, 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 January 31, 2009 (copies attached to these minutes in the minute book)
- (2) Adopt a **RESOLUTION** for a **non-public health services contract** with the Board of Education of Newark CSD, **TO WIT:**

**RESOLUTION FOR HEALTH SERVICES CONTRACT
WITH NEWARK CENTRAL SCHOOL DISTRICT
(Non-Public School Pupils, 2008-2009)**

RESOLVED, that the Board of Education of Wayne Central School District hereby approves a contract with the Board of Education of the Newark Central School District for health service charges, pursuant to §912 of the State Education Law, for pupils at non-public schools in the 2008-2009 school year, and authorizes 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) Approve ***budget transfers*** pursuant to Board of Education Policy 5330 (copies attached to these minutes in the minute book)
- (4) Accept a ***\$400 gift from the Wayne County STOP DWI Program*** to purchase bicycle helmets for the community health and wellness fair on April 29, 2009
- (5) Adopt a **RESOLUTION** for ***call of the annual school election on May 19, 2009, TO WIT:***

**RESOLUTION FOR NOTICE OF PUBLIC HEARING
AND CALL OF THE ANNUAL SCHOOL DISTRICT ELECTION
(May 19, 2009)**

BE IT RESOLVED by the Board of Education as follows:

Section 1: That, pursuant to §2004 (1) of the Education Law, as amended, the annual school election of the Wayne Central School District, Ontario Center, Wayne County, New York, shall be conducted in the lobby of the large gymnasium of James A. Beneway High School, located at 6200 Ontario Center Road, Ontario Center, New York, in said school district, on the 19th day of May, 2009 for the purpose of voting by voting machines upon the propositions hereinafter set forth. Polls for the purpose of voting shall be kept open between the hours of 9 a.m. and 9 p.m., local time.

Section 2: That, pursuant to §1707(2) of the Education Law, the public hearing on the proposed school budget will occur on Thursday, May 7, 2009 @ 7:00 p.m. in the performing arts center of James A. Beneway High School, in said school district.

Section 3: That the notice of said public hearing and annual school election, including the propositions to be voted upon, shall be in substantially the following form, **TO WIT:**

LEGAL NOTICE

**NOTICE OF
ANNUAL SCHOOL DISTRICT ELECTION**
Wayne Central School District
Ontario Center, Wayne County, New York

NOTICE IS HEREBY GIVEN by the Board of Education of Wayne Central School District, Wayne County, New York, that the annual election of said school district shall occur on the 19th day of May, 2009, in the lobby of the large gymnasium of James A. Beneway High School, located at 6200 Ontario Center Road, Ontario Center, Wayne County, New York, for the purpose of voting, by voting machine, upon the propositions hereinafter set forth.

- (1) **2009-2010 BUDGET PROPOSITION**
(which may include separate propositions for special budgetary expenditures)

- (2) **EXPENDITURE FROM THE BUS PURCHASE RESERVE FUND**

RESOLVED, that the Board of Education be authorized to make an expenditure from the Bus Purchase Reserve Fund for the authorized purpose of such fund in an amount not to exceed \$597,992.79 in the 2009-2010 fiscal year.

- (3) **ELECTION OF SCHOOL TRUSTEES**

Polls for the purpose of voting will be kept open between the hours of 9:00 a.m. and 9:00 p.m., local time.

NOTICE IS FURTHER GIVEN that, pursuant to §1707 (2) of the Education Law, a public hearing on the proposed budget is scheduled for Thursday, May 7, 2009 @ 7:00 p.m. in the performing arts center of James A. Beneway High School in said school district.

NOTICE IS FURTHER GIVEN that the petitions to nominate candidates for the office of school trustee must be filed with the school district clerk no later than 5:00 p.m., local time, on Monday, April 20, 2009.

Vacancies for school trustees will occur as follows:

Three (3) terms of three (3) years each to succeed the following incumbents:

Scott W. Griswold
Susan H. Newman
John D. Triou

Petitions to nominate a school trustee may be secured from the school district clerk at the district office located in James A. Beneway High School (north wing) at 6200 Ontario Center Road, Ontario Center, New York, 14520, Monday thru Friday, exclusive of legal holidays, between the hours of 9:00 a.m. and 5:00 p.m. Such petition shall be signed by at least twenty-five (25) qualified voters of the school district, shall state the name and residence address of the candidate, and the name and residence address of each signer.

NOTICE IS FURTHER GIVEN that the election of school trustees is at large. The three (3) candidates receiving the greatest number of votes cast will be elected.

NOTICE IS FURTHER GIVEN that a copy of the statement of the estimated amount of monies which will be required, for school purposes, for the ensuing 2009-2010 school year and a copy of the report of the amount of the total assessed value of the final assessment roll(s) used in the budgetary process that is exempt from taxation may be obtained by any taxpayer of the school district during the fourteen (14) days immediately preceding the annual school election, except Saturdays, Sundays and holidays, between the hours of 8:00 a.m. and 4:00 p.m., local time, at any of the schools of the district or at the district office.

NOTICE IS FURTHER GIVEN THAT applications for absentee ballots may be sought by qualified voters of the school district from the school district clerk at his office in the district office during business hours.

Such applications must be received by the district clerk at least seven (7) days before the annual school election, if the ballot is to be mailed to the voter, or by 5:00 p.m. on the day before the annual school election, if the ballot is to be delivered personally to the voter. A list of all persons to whom absentee ballots were issued is available for public inspection during regular business hours at the district office.

DATED: March 12, 2009 @ Ontario Center, Wayne County, New York

**BY ORDER OF THE BOARD OF EDUCATION
OF WAYNE CENTRAL SCHOOL DISTRICT**
Ontario Center, Wayne County, New York
BY: **JAMES E. SWITZER**
School District Clerk

4T: Weeks of March 30, April 6 & 20 & May 11, 2009

Section 4: That the school district clerk be, and hereby is, authorized and directed to cause such notice of the public hearing and annual school election to be given in substantially the form hereinbefore prescribed by publishing the same four (4) times within the seven (7) weeks next preceding the public hearing (May 7, 2009) and the annual school election (May 19, 2009), the first publication to appear at least forty-five (45) days before each event, in the *Wayne County Mail* (Ontario-Walworth) and *The Times of Wayne County* (Walworth-Macedon), the official district newspapers, each having a general circulation in said school district, and by giving such other notice as, in his discretion, may be deemed advisable.

Section 5: This **RESOLUTION** shall take effect immediately upon adoption.

- (3) Adopt a **RESOLUTION** to participate in the Non-Monroe County Municipal School District Program, a ***cooperative program to provide health benefits***, **TO WIT:**

**RESOLUTION TO ENTER INTO A MUNICIPAL COOPERATIVE AGREEMENT
TO PROVIDE HEALTH BENEFITS THROUGH THE
NON-MONROE COUNTY MUNICIPAL SCHOOL DISTRICT PROGRAM**

BE IT RESOLVED, that the Board of Education of the Wayne Central School District hereby agrees to be a member of, and participate in, the Non-Monroe County Municipal School District Program and furnish health benefits for certain of their officers, employees, retirees and COBRA participants; *and*

BE IT FURTHER RESOLVED that in accordance with §92-a and §119-o of the General Municipal Law, the Board of Education hereby enters into a municipal cooperative agreement to provide health benefits through a cooperative effort known as the Non-Monroe County Municipal School District Program and further authorizes the superintendent of schools to sign such agreement.

- (4) Approve an administrative internship for Jacqueline Senecal for the 2009-2010 school year (copy filed in clerk's agenda file, February 12, 2009)

Mr. Atseff explained that the Board of Directors of the Non-Monroe County Municipal School District Plan approved a municipal cooperative agreement for the health plan consortium in which our school district participates. The agreement protects all parties involved and provides a clear legal basis for the operation of the plan and the participation of each of the participating members.

On the question, the consensus agenda was approved/adopted by a vote of 9 Ayes, 0 Nays.

XII. LIAISON & COMMITTEE REPORTS

A. FOUR COUNTY SCHOOL BOARDS ASSOCIATION

- (1) Mrs. Lyke reported that she traveled to Albany as part of the **state legislative network** last week and participated in meetings with state legislators and state officials. Numerous topics were discussed with emphasis on the proposed federal stimulus funding for education.
- (2) Mrs. Lyke noted that the **legislative breakfast** of the Four County School Boards Association is set for Saturday, March 21st at Geneva and encouraged board members to attend.
- (3) Mrs. Lyke announced that she is serving as a member of the **geometry assessment review panel at the state level**. She noted that she was not allowed to participate in such panels while teaching and feels it is a valuable opportunity for teachers and students they teach; she encouraged staff members to seek options to do so.

B. POLICY COMMITTEE

First Reading

5673 Policy Personal Appliances in Classrooms & School Facilities

Second Reading

1313 Policy Annual Re-Organizational Meeting of the Board of Education (re: Mileage Reimbursement)
1350 Bylaws Appointment & Duties – Internal Claims Auditor
1500 Policy Notice & Agenda for Board of Education Meetings (Re: Protocol)
5511 Policy Audit Committee – Charter
5760 Policy Operation & Use of School Busses
6160 Policy Use of Alcohol, Drugs & Substances in the Workplace

Mrs. Newman presented the policy and bylaw items, noted above, for review and consideration by the Board of Education.

Mrs. Lyke asked if the proposed policy on personal appliances in classrooms and school facilities was shared with staff members. Mr. Atseff stated that it was shared by principals at building planning team meetings and that the district-wide energy team and safety committees are reviewing implementation measures.

Mr. Robusto asked which appliances are concerns. Mr. Atseff stated that non-commercially manufactured coffee makers and microwave ovens are the most common concern for possible student injury in student occupied areas. He stated that commercially manufactured coffee makers are acceptable in non-student areas.

Mr. Griswold asked how many commercially manufactured coffee makers are present in school buildings and if they meet the fire code. Mr. Atseff stated they do meet the fire code and are located areas restricted to staff members.

Mrs. Brunner noted that the staff room at the high school is at the extreme north end of "B" wing and suggested consideration of a second location for access from other parts of the building. Mr. Havens stated that the topic is now under review.

Mr. Griswold asked if the proposed policy would allow commercially manufactured coffee makers in student occupied areas; the response was no.

Mrs. Newman noted that as each building addresses the impact of the proposed policy, she would like to have assurance that efforts are made to provide access to acceptable appliances for staff use and that the appropriate number of common staff areas is provided in each school.

Mr. Atseff stated that the energy committee has shared the format now in place at Freewill Elementary School as a model for others to follow.

Mr. Robusto invited board members to share additional concerns or suggestions with the policy committee prior to second reading of the proposed policy. Mrs. Newman noted that the next policy committee is set for Tuesday, April 7th @ 4:00 p.m. at the district office.

Mrs. Newman offered a **MOTION**, seconded by Mr. Triou, to approve first reading and adopt second and final reading, as noted above, of policy and bylaw items as presented by the policy committee. 9 Ayes, 0 Nays, Carried.

C. AUDIT COMMITTEE

Mr. Schultz stated that the audit committee has selected the area of state aid for in-depth risk assessment by the internal audit firm this year and a preliminary schedule for same is in place.

Mrs. Lyke asked what the assessment will include. Mr. Atseff noted that the auditors will review documentation and claims for the several categories of state aid to verify that the school district sought and was paid the full amount to which it is entitled. The audit will review fiscal years ending June 30, 2007 and June 30, 2008.

Mr. Griswold added that one of the reasons this area was selected was the recent emphasis on state aid payments in audits by the state comptroller's office.

XIII. ADDITIONAL PUBLIC COMMENT

- A. Mrs. Susan Brown, *supra*, asked if the school district has examined how the universal pre-kindergarten program has impacted student success in kindergarten and if that data is monitored on a continuous basis.
- B. Mrs. Brown asked if the school district has considered use of academic intervention funds to provide full-day summer programs for students who are not meeting academic goals, especially students with disabilities, and if data on achievement by the latter is reviewed by grade level.
- C. Mrs. Brown asked if the middle school is planning to move to a standards-based report card.
- D. Mrs. Brown asked for a copy of the proposed policy on personal appliances in classrooms and school facilities and suggested display of presentations on the proposed budget on monitors as is done with Power Point reports.

XIV. ADDITIONAL BOARD MEMBER COMMENTS

- A. Mr. Triou stated he left the meeting this evening to attend the ***foreign language dessert event*** at the middle school with his daughter and complimented the students and staff on the excellent skits, using the foreign languages, and tasty desserts representing the countries.
- B. Mr. Triou reported that he attended the ***commended student breakfast events at the middle school*** and complimented all involved on a fine job. He noted that more than 100 students were honored at each grade level.
- C. Mrs. Lyke noted the upcoming ***induction ceremony*** for the National Junior Honor Society at the middle school.
- D. Mrs. Newman noted that the reports on ***academic achievement and financial stability*** heard this evening were impressive and helps board members put controversial or challenging issues in perspective. After nearly three (3) years as a Board of Education member, she is continually impressed by the achievement of our students and excellent work of staff members.
- E. Mr. Schultz noted that the high school parents' group is working with Mr. Seimbor and students in participation in government classes on a ***"Meet the Candidates' Night"*** for school board members on April 30th at 7 p.m. in the Eagle Café dining room at the high school. Mrs. Lyke asked if invitations were extended to the PTA and parent groups in the other schools and to the news media; Mr. Schultz stated they were.

XV. ADJOURNMENT

Mr. Triou offered a **MOTION**, seconded by Mr. Griswold, to adjourn the meeting at 8:48 p.m. 9 Ayes, 0 Nays, 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

March 26, 2009
School District Clerk

To: Board of Education
From: Michael Havens, Superintendent of Schools
Gregory Atseff, Assistant Superintendent for Business
Date: March 26, 2009
Re: 2009/2010 Budget Adoption

Attached is a copy of the proposed 2009/2010 budget, including projected revenues.

As reported earlier, this budget includes the following:

- 20% reduction in each conference category
- Increase in custodial equipment to reflect the purchase of an auto scrubber floor machine for Ontario Primary
- Increase in custodial supplies to reflect increased cost for paper products and garbage bags
- Decrease in maintenance equipment and vehicle purchases
- Decrease in contractual expenses for facilities and increase in supplies to address building needs
- Reduction of nine (9) teaching positions due to declining enrollment; three (3) regular education, six (6) special education
- Reduction of \$20,825 in building budgets to reflect reductions in student population
- Reduction in BOCES special education services due to declining enrollment
- Addition of \$105,000 to cover cost of services and evaluations for pre-school students with special needs
- Reduction of one (1) bus run due to declining enrollment
- Decrease in central data processing salaries reflecting the reduction of one (1) administrative position
- Decrease in curriculum development to reflect a reduction in summer curriculum writing
- 4% increase in health insurance costs

The proposed 2009/2010 budget represents a .12% expenditure increase. The true value tax rate for the proposed 2009/2010 budget will remain at \$21.00 per thousand dollars of assessed value. Wayne Central residents will see no tax increase for school taxes, unless their assessment has increased from last year.

2009/ 2010 BUDGET SUMMARY

	2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Change
Function - General Support	5,673,310	5,276,485	5,662,220	(11,090)
Instruction	21,346,210	20,834,165	21,289,947	(56,263)
Transportation	2,233,410	2,063,135	2,202,450	(30,960)
Community Service	18,000	18,000	18,000	0
Undistributed	11,649,650	10,329,225	11,798,300	148,650
TOTAL BUDGET	40,920,580	38,521,010	40,970,917	50,337

THREE PART BUDGET COMPARISON - 2009/2010

Expenditure Categories	Administrative Expense		Program Expense		Capital Expense		Total Budget	
	2008/2009	2009/2010	2008/2009	2009/2010	2008/2009	2009/2010	2008/2009	2009/2010
General Support	\$2,614,265	\$2,595,520	\$0	\$0	\$3,059,045	\$3,066,700	\$5,673,310	\$5,662,220
Instruction	1,359,050	1,386,650	19,987,160	19,903,297	0	0	\$21,346,210	\$21,289,947
Transportation	0	0	2,233,410	2,202,450	0	0	\$2,233,410	\$2,202,450
Community Service	0	0	18,000	18,000	0	0	\$18,000	\$18,000
Undistributed	978,644	999,907	6,835,028	6,943,994	3,835,978	3,854,398	\$11,649,650	\$11,798,300
Total	\$4,951,959	\$4,982,077	\$29,073,598	\$29,067,741	\$6,895,023	\$6,921,098	\$40,920,580	\$40,970,917
Percent	12.10%	12.16%	71.05%	70.95%	16.85%	16.89%	100.00%	100.00%

BOARD OF EDUCATION

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1010.400 -10	Contractual Expenses	3,500	4,000	3,500	0
.401	Mileage/Conferences	15,000	10,000	12,000	(3,000)
.490 -06	BOCES Services	0	0	0	0
.500	Supplies	800	800	800	0
A1010.0	BD. OF EDUC.	19,300	14,800	16,300	(3,000)

DISTRICT CLERK

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1040.160 -10	Dist. Clerk & Clerk Pro Tem	10,200	10,200	10,200	0
.200	Equipment	0	0	0	0
.400	Contractual Expenses	700	300	700	0
.401	Mileage/Conferences	950	340	760	(190)
.500	Supplies	2,350	1,350	2,350	0
A1040.0	DIST. CLERK	14,200	12,190	14,010	(190)

DISTRICT MEETING

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1060.400 -10	Contractual Expenses	1,850	1,380	3,850	2,000
.402	Printing	1,600	1,600	1,600	0
.403	Postage	2,000	1,130	2,000	0
.406	Display/Reader Ads	400	0	400	0
.409	Legal Notices	1,000	550	1,000	0
.451	Photographic Services	0	0	0	0
.500	Supplies	1,000	790	1,000	0
A1060.0	DIST. MEETING	7,850	5,450	9,850	2,000

CENTRAL ADMINISTRATION

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1240.150 -10	Superintendent - Salary	167,700	167,700	174,400	6,700
.160	Sec. to Sup't. - Salary	51,230	51,230	53,300	2,070
.162	Sub/OT Salaries	0	0	0	0
.163	Extra Help	0	0	0	0
.200	Equipment	2,000	2,000	2,000	0
.400	Contractual Expenses	2,000	1,500	2,000	0
.401	Mileage/Conferences	7,000	4,300	5,600	(1,400)
.500	Supplies	3,500	3,500	3,500	0
A1299.0	CENTRAL ADM.	233,430	230,230	240,800	7,370

BUSINESS ADMINISTRATION

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1310.150 -10	Ass't Super. for Business - Salary	118,800	118,800	123,600	4,800
.160	Clerical - Salaries	151,200	151,200	156,620	5,420
.162	Sub/OT Salaries	2,000	900	2,000	0
.163	Extra Help Salaries	750	0	750	0
.200	Equipment	5,000	5,000	5,000	0
.400	Contractual Expenses	7,010	7,010	7,010	0
.401	Mileage/Conferences	2,000	600	1,600	(400)
.445	Financial Consultant	2,500	1,500	2,500	0
.490 -06	BOCES Services	44,810	44,810	46,160	1,350
.500	Supplies	4,000	3,650	4,000	0
A1310.0	BUS. ADM.	338,070	333,470	349,240	11,170

Clerical Salaries	Amount
Sr. Typist	46,300
Account Clerk/Payroll	40,320
Clerk/Accounts Payable	37,200
Account Clerk/Accounts Payable	32,800

AUDITING

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1320.160 -10	Internal & Ass't Internal Auditor-Salary	3,215	3,215	3,315	100
.400	Contractual Expenses	45,550	42,550	45,550	0
.500	Supplies	50	50	50	0
A1320.0	AUDITING	48,815	45,815	48,915	100

TREASURER

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1325.160 -10	Treasurer & Ass't Treasurer - Salary	50,600	50,600	52,610	2,010
.161	Extra Classroom Activities - Salaries	2,415	2,415	2,615	200
.200	Equipment	500	500	500	0
.400	Contractual Expenses	1,300	990	1,300	0
.401	Mileage/Conferences	750	750	600	(150)
.490	BOCES Services	0	0	0	0
.500	Supplies	700	700	700	0
A1325.0	TREASURER	56,265	55,955	58,325	2,060

TAX COLLECTOR

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1330.200 -10	Equipment	650	650	650	0
.400	Contractual Expenses	3,700	3,500	3,700	0
.403	Postage	500	200	500	0
.409	Legal Notices	200	90	200	0
.500	Supplies	400	290	400	0
A1330.0	TAX COLLECTOR	5,450	4,730	5,450	0

PURCHASING

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1345.400 -10	Contractual Expenses	1,500	700	1,500	0
.490 -06	BOCES Services	4,160	4,160	4,290	130
.500	Supplies	700	290	700	0
A1345.0	PURCHASING	6,360	5,150	6,490	130

FISCAL AGENT FEES

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1380.442 -10	Fiscal Agent Fees	2,400	1,600	2,400	0
A1380.0	FISCAL AGENT FEES	2,400	1,600	2,400	0

LEGAL

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1420.441 -10	Contractual Expenses	30,000	21,000	30,000	0
A1420.0	LEGAL	30,000	21,000	30,000	0

PERSONNEL

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1430.160 -10	Director of Human Resources-Salary	87,330	87,330	91,000	3,670
.160	Clerical - Salaries	57,400	57,400	59,950	2,550
.162	Sub/OT Salaries	500	400	500	0
.200	Equipment	0	0	0	0
.400	Contractual Expenses	58,810	61,800	60,710	1,900
.401	Mileage/Conferences	3,000	1,700	2,400	(600)
.408	Classified Advertisement	5,000	2,900	4,000	(1,000)
.446	School Physicians	1,000	800	1,000	0
.470	Tuition Reimbursement	66,000	49,500	66,000	0
.490 -06	BOCES Services	58,920	58,920	61,645	2,725
.500	Supplies	2,000	1,900	2,000	0
A1430.0	PERSONNEL	339,960	322,650	349,205	9,245

Clerical Salaries	FTE	Amount
Sr. Typists	2.0	59,950

RECORDS RETENTION

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1460.163 -10	Extra Help Salaries	1,500	500	1,500	0
.200	Equipment	1,000	1,000	1,000	0
.400	Contractual Expenses	1,800	1,800	1,800	0
.401	Mileage/Conferences	200	190	160	(40)
.490 -06	BOCES Services	400	400	400	0
.500	Supplies	800	800	800	0
A1460.0	RECORDS RETENTION	5,700	4,690	5,660	(40)

PUBLIC INFORMATION & SERVICES

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1480.160 -10	Salary - Public Information Officer	42,750	42,750	44,460	1,710
.162	Sub/OT Salaries	1,000	0	1,000	0
.163	Extra Help Salaries	1,000	0	1,000	0
.200	Equipment	3,000	1,500	1,500	(1,500)
.400	Contractual Expenses	2,550	2,550	2,550	0
.401	Mileage/Conferences	500	500	400	(100)
.406	Display/Reader Ads	0	0	0	0
.451	Photographic Services	500	340	500	0
.490 -06	BOCES Services	200	200	200	0
.500	Supplies	2,000	2,000	2,000	0
A1480.0	PUBLIC INFOR. & SERVICES	53,500	49,840	53,610	110

OPERATION

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1620.161 -08	Custodial Salaries	779,215	760,570	815,360	36,145
.162	Sub/OT Salaries	7,000	7,000	7,000	0
.163	Extra Help Salaries	44,000	39,000	44,000	0
.200	Equipment	5,250	5,250	17,850	12,600
.401	Mileage/Conferences	0	0	0	0
.411	Rubbish Disposal	20,000	19,000	20,000	0
.416	Natural Gas	659,025	432,500	659,025	0
.417	Electric	616,710	568,500	616,710	0
.418	Telephone	65,000	65,000	65,000	0
.490 -06	BOCES Services	22,880	22,880	23,570	690
.500	Supplies	62,000	62,000	67,000	5,000
.554	Fuel Oil	0	0	0	0
A1620.0	OPERATION	2,281,080	1,981,700	2,335,515	54,435

	FTE	HS	MS	OE	OP	FW	District	Total
Custodian	6.0	40,430	42,450	34,480	31,430	61,000		209,790
Cleaner	18.0	166,630	132,380	70,270	57,880	45,130	33,010	505,300
Sr. Custodian	2.0	41,530	38,740					80,270
Night Diff.							20,000	20,000

MAINTENANCE

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1621.160 -08	Maintenance Salaries	335,755	335,755	354,700	18,945
.162	Sub/OT Salaries	12,000	10,950	12,000	0
.163	Extra Help Salaries	1,200	1,200	1,200	0
.200	Equipment	26,700	26,700	6,500	(20,200)
.209	Non/Transportation Vehicles	45,000	37,000	0	(45,000)
.400	Contractual Expenses	18,000	18,000	18,000	0
.401	Mileage/Conferences	1,100	700	880	(220)
.410	Boiler Clean/Repr	7,500	5,100	7,500	0
.412	Building & Equip. Repr/Contr	187,505	187,505	175,280	(12,225)
.413	Roof Maintenance	17,000	17,000	17,000	0
.414	Snow Removal Contracts	1,000	4,000	4,000	3,000
.415	Upkeep of Grounds	1,500	1,500	1,500	0
.423	Ins./Liab./Comp.	14,400	10,000	14,400	0
.443	Architects Fees	10,000	10,000	10,000	0
.490 -06	BOCES Services	16,605	16,605	17,110	505
.500	Supplies	68,700	68,700	77,115	8,415
.508	Health/Safety	500	300	500	0
.571	Gasoline	10,000	7,500	10,000	0
.572	Oil	500	280	500	0
.573	Tires & Tubes	2,500	1,500	2,500	0
.574	Lubricants	500	310	500	0
A1621.0	MAINTENANCE	777,965	760,605	731,185	(46,780)

Salaries	FTE	Amount
Director of Facilities	1.0	76,105
Sr. Maintenance Mechanic	1.0	61,160
Maintenance Person	5.5	169,715
Clerk/Typist	0.5	13,260
Groundskeeper	1.0	34,460

CENTRAL STOREROOM

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1660.160 -08	Salaries	71,705	71,705	74,330	2,625
.162	Sub/OT Salaries	1,200	1,200	1,200	0
.163	Extra Help Salaries	1,000	1,000	1,000	0
.200	Equipment	0	0	0	0
.400	Contractual Expenses	100	100	100	0
.401	Mileage/Conferences	0	0	0	0
.500	Supplies	1,500	1,375	1,500	0
A1660.0	CENTRAL STOREROOM	75,505	75,380	78,130	2,625

Salaries	Amount
Stores Clerk	40,300
Courier	34,030

CENTRAL PRINTING & MAILING

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1670.200 -10	Equipment	0	0	0	0
.400	Contractual Expenses	5,300	4,600	5,300	0
.402	Printing	31,000	31,000	31,000	0
.403	Postage	55,000	52,000	55,000	0
.404	Copier Machine Rentals	5,000	2,750	1,000	(4,000)
.405	Copier Machine Service	0	0	0	0
.409	Legal Advertisements	2,000	1,600	2,000	0
.490 -06	BOCES Services	138,000	138,000	142,140	4,140
.500	Supplies	600	500	600	0
.501	Copier Supplies	52,000	52,000	53,700	1,700
A1670.0	CENTRAL PRINTING & MAILING	288,900	282,450	290,740	1,840

CENTRAL DATA PROCESSING

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1680.160 -07	Technology Coordination Salaries	342,505	342,505	276,230	(66,275)
.200	Equipment	77,000	77,000	81,000	4,000
.400	Contractual Expenses	23,220	23,220	19,250	(3,970)
.401	Mileage/Conferences	10,530	7,160	9,300	(1,230)
.420	Repair	2,000	1,850	2,000	0
.490 -06	BOCES Services	25,025	25,025	26,925	1,900
.500	Supplies	38,020	38,020	40,200	2,180
A1680.0	CENTRAL DATA PROCESSING	518,300	514,780	454,905	(63,395)

Salaries (.160)	FTE	Amount
Coordinator	0.0	0
Technician	2.0	126,020
Technician Assistant	2.0	96,300
Teacher Assistant (Help Desk)	1.0	33,350
Clerk/Typist	0.5	13,060
Summer Help	1.0	7,500

SPECIAL ITEMS

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A1910.421 -10	Multi-Peril Insurance	125,000	112,390	125,000	0
.422	Student Accident Ins.	13,500	13,500	13,500	0
A1910.0	TOTAL	138,500	125,890	138,500	0
A1920.474 -10	Board Membership Dues	16,000	15,720	16,000	0
A1950.473 -10	Assessments on School Property	41,000	37,500	41,000	0
A1964.489 -10	Refund - Real Property Taxes	500	630	500	0
A1981.490 -06	BOCES - Adm. Charges	374,260	374,260	385,490	11,230
A1998.0	SPECIAL ITEMS	570,260	554,000	581,490	11,230

CURRICULUM DEVELOPMENT AND SUPERVISION

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2010.150 -07	Instructional Salaries	233,775	233,775	218,100	(15,675)
.160	Clerical - Salaries	27,700	27,700	29,000	1,300
.200	Equipment	0	0	0	0
.400	Contractual Expenses	10,000	6,970	10,000	0
.401	Mileage/Conferences	7,500	3,630	4,000	(3,500)
.490 -06	BOCES Services	4,380	4,380	4,380	0
.500	Supplies	7,500	5,500	5,500	(2,000)
A2010.0	CURR. DEV. & SUPERVISION	290,855	281,955	270,980	(19,875)

Budget Code	Object of Expense	FTE	Curr.	K-12 Art	K-12 AV	K-12 Music	Summer Curr.	Total
A2010 .150-07	Inst. Salaries	1.0	122,300	3,600	3,000	4,200	85,000	218,100
.160	Clerical Salaries	1.0	29,000					29,000

SUPERVISION - REGULAR SCHOOL

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2020 .150 -07	Building Principals - Salaries	752,605	752,605	795,500	42,895
.160	Clerical Salaries	222,865	222,865	235,700	12,835
.162	Sub/OT Salaries	7,000	7,000	7,000	0
.200	Equipment	2,500	2,500	2,500	0
.400	Contractual Expenses	350	350	1,350	1,000
.401	Mileage/Conferences	40,000	2,000	32,000	(8,000)
.470	Tuition Reimbursement - Adm.	10,000	10,000	10,000	0
.490 -06	BOCES Services	11,500	11,500	11,920	420
.500	Supplies	21,375	17,375	19,700	(1,675)
A2020 .0	SUPERVISION - REGULAR SCHOOL	1,068,195	1,026,195	1,115,670	47,475

Budget Code	Object of Expense	FTE	High School	Middle School	Ontario Elementary	Ontario Primary	Freewill Elementary	Total
A2020 .150-07	Principals Salaries	8.0	287,500	204,100	99,800	106,500	97,600	795,500
.160	Clerical Salaries	8.0	72,370	63,270	28,000	30,900	41,160	235,700

Budget Code	Object of Expense	High School	Middle School	Ontario Elementary	Ontario Primary	Freewill Elementary	District	Total
A2020 .200	Equipment	0	1,500	1,000	0	0	0	2,500
.400	Contractual Expenses	0	100	1250	0	0	0	1,350
.401	Mileage/Conferences	4,000	0	2,400	800	800	24,000	32,000
.500	Supplies	4,000	9,950	1,250	200	1,800	2,500	19,700

INSERVICE TRAINING - INSTRUCTION

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2070 .150 -07	Instructional Salaries	20,000	15,000	18,000	(2,000)
.400	Contractual Expenses	7,500	7,500	3,500	(4,000)
.401	Mileage/Conferences	6,000	5,750	3,800	(2,200)
.490 -06	BOCES Services	58,500	58,500	50,000	(8,500)
.500	Supplies	2,000	2,000	2,000	0
A2070 .0	INSERVICE TRAINING - INSTR.	94,000	88,750	77,300	(16,700)

TEACHING - REGULAR SCHOOL

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2110.120 -04	K - 2 Salaries	1,418,000	1,363,000	1,457,600	39,600
.120 -05	K - 5 Salaries	1,454,500	1,400,500	1,442,400	(12,100)
.120 -07	Enrichment & Reading Coord.	54,650	54,650	57,000	2,350
.120 -03	3 - 5 Salaries	1,356,600	1,281,100	1,408,200	51,600
.121 -07	K-6 Salary Adjustments, Hours, etc.	25,000	25,000	25,000	0
.130 -02	6 - 8 Salaries	2,417,000	2,382,000	2,329,900	(87,100)
.130 -07	Teacher Mentor	35,000	31,300	30,000	(5,000)
.130 -01	9 -12 Salaries	3,065,300	3,035,000	3,076,200	10,900
.131 -07	7-12 Salary Adjustments, Hours, etc.	25,000	25,000	25,000	0
.140 -07	Tchr. Substitute Salaries	260,000	260,000	260,000	0
.150 -07	Model Schools Salaries - HS	0	0	0	0
.162 -07	Sub/OT Salaries	20,000	18,750	20,000	0
.168 -07	Tchr. Aides - Salaries	782,870	782,870	854,100	71,230
.200 -07	Equipment	41,360	41,200	46,000	4,640
.400 -07	Contractual Expenses	62,560	62,560	67,190	4,630
.401 -07	Mileage/Conferences	42,515	40,000	48,185	5,670
.480 -07	Textbooks	169,900	169,900	139,375	(30,525)
.490 -06	BOCES Instructional Services/All Others	202,800	202,800	208,890	6,090
.500 -07	Supplies	226,735	226,735	198,275	(28,460)
A2110.0	TEACHING - REGULAR SCHOOL	11,659,790	11,402,365	11,693,315	33,525

Budget Code	Object of Expense	FTE	HS	MS	OE	OP	FW	District	Total
A2110 .120	K-2 Salaries	29.0				1,457,600			1,457,600
.120	K-5 Salaries	27.0					1,442,400		1,442,400
.120-07	Enrichment & Reading Coord.	2.0						57,000	57,000
.120	3-5 Salaries	27.0			1,408,200				1,408,200
.130	6-8 Salaries	45.1		2,329,900					2,329,900
.130-07	Teacher Mentor							30,000	30,000
.130	9-12 Salaries	58.9	3,076,200						3,076,200
.168	Tchr. Aides/Ass't Salaries	43.5	202,800	91,800	144,900	202,900	211,700		854,100
.200	Equipment		27,500	4,000	6,500	2,500	2,500	3,000	46,000
.400	Contractual Expenses		47,850	6,020	2,250	3,500	1,970	5,600	67,190
.401	Mileage/Conferences		31,730	5,100	2,290	1,440	2,400	5,225	48,185
.480	Textbooks		44,765	34,605	20,795	20,275	18,935	0	139,375
.500	Supplies		73,015	42,615	17,250	21,800	20,170	23,425	198,275

BREAK-DOWN OF DISTRICT REQUESTS:

Budget Code	Object of Expense	Art	Academ Comp.	Enrich.	Music	P/E	GED	Reading Buddies	District	Total
.120-07	Salaries			57,000						57,000
.200-07	Equipment	0	0	0	0	0	0	0	3,000	3,000
.400-07	Contractual Expenses	0	1,500	0	1,600	2,500	0	0	0	5,600
.401-07	Mileage/Conferences	525	4,600	0	100	0	0	0	0	5,225
.500	Supplies	1,675	2,000	9,000	750	0	2,500	0	7,500	23,425

PROGRAMS FOR STUDENTS WITH SPECIAL NEEDS

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2250 .150 -07	Instructional Salaries	2,428,380	2,428,380	2,411,200	(17,180)
.151	Tchr. Substitute Salaries	60,000	60,000	60,000	0
.160	Clerical - Salaries	95,630	95,630	98,172	2,542
.162	Sub/OT Salaries	20,000	20,000	20,000	0
.168	Tchr. Aides - Salaries	816,700	816,700	815,550	(1,150)
.200	Equipment	7,000	7,000	7,000	0
.400	Contractual Expenses	82,400	82,400	82,000	(400)
.401	Mileage/Conferences	26,575	21,360	21,260	(5,315)
.471	Tuition - Public Schools	35,000	30,100	35,000	0
.472	Tuition - Private Schools	150,000	125,000	150,000	0
.476	Tuition - Pre-School	0	0	104,220	104,220
.490 -06	BOCES Instructional Services	450,000	360,000	295,780	(154,220)
.500	Supplies	61,300	60,800	46,300	(15,000)
A2250 .0	PROGRAMS-SPECIAL NEEDS CHILDRE	4,232,985	4,107,370	4,146,482	(86,503)

Budget Code	Object of Expense	HS	MS	OE	OP	FW	District	Total
	Instructional FTE	16.0	11.5	7.0	6.0	8.6	3.0	18
A2250 .150-07	Instructional Salaries	718,700	414,700	308,100	345,000	399,500	225,200	2,411,200
	Teacher Aides FTE	15.0	12.0	8.0	5.0	7.0		47
.168	Tchr Aides - Salaries	264,250	179,100	146,000	103,900	122,300		815,550
.200	Equipment	0	0	0	0	0	7,000	7,000
.400	Contractual Expenses	43,800	1,100	1,100	0	1,000	35,000	82,000
.401	Mileage/Conferences	6,700	2,600	1,700	1,000	1,400	7,860	21,260
.500	Supplies	7,100	5,500	3,400	2,000	3,000	25,300	46,300

OCCUPATIONAL EDUCATION/WORK EXPERIENCE

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2280 .150 -01	Instructional Salaries	433,200	433,200	439,700	6,500
.151	Tchr. Substitute Salaries	5,000	5,000	5,000	0
.200	Equipment	1,000	1,000	0	(1,000)
.400	Contractual Expenses	1,275	890	530	(745)
.401	Mileage/Conferences	4,200	3,400	2,850	(1,350)
.480	Textbooks	10,045	10,045	3,350	(6,695)
.490 -06	BOCES Instructional Services/Full-Time	463,650	463,650	477,560	13,910
.500	Supplies	9,245	9,100	11,125	1,880
A2280 .0	OCCUPATIONAL EDUCATION	927,615	926,285	940,115	12,500

OCCUPATIONAL EDUCATION/WORK EXPERIENCE – High School

Budget Code	Object of Expense	FTE	Business Education	Technology	Work Experience	Total
A2280 .150-01	Instructional Salaries	9.0	124,000	177,200	138,500	439,700
.200	Equipment		0	0	0	0
.400	Contractual Expenses		0	200	330	530
.401	Mileage/Conferences		350	1,000	1,500	2,850
.480	Textbooks		3,350	0	0	3,350
.500	Supplies		2,780	7,845	500	11,125

SPECIAL SCHOOLS

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2330 .150 -07	Instructional Salaries	160,500	145,500	105,490	(55,010)
.160	Continuing Ed - Salaries	0	0	0	0
.200	Equipment	0	0	0	0
.400	Contractual Expenses	0	0	0	0
.401	Mileage/Conferences	850	800	680	(170)
.471	Tuition	10,000	5,000	10,000	0
.480	Textbooks (Non-Public Schools)	10,000	10,000	10,000	0
.490 -06	BOCES Services	0	0	15,000	15,000
.500	Supplies	1,300	1,300	3,300	2,000
A2330 .0	TEACHING - SPECIAL SCHOOLS	182,650	162,600	144,470	(38,180)

Budget Code	Object of Expense	Driver's Ed	Tutors	ESL	Reading Camp	HS Summer School	Total
A2330.150-07	Instructional Salaries	10,000	41,050	29,440	25,000		105,490
.401	Mileage/Conferences		200	480	0		680
.500	Supplies		1,000	300	1,000	1,000	3,300

SCHOOL LIBRARY & AUDIOVISUAL

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2610.150 -07	Librarians - Salaries	282,200	282,200	294,400	12,200
.151	Tchr. Substitute Salaries	5,000	5,000	5,000	0
.162	Sub/OT Salaries	1,500	1,000	1,500	0
.168	Tchr. Aides - Salaries	17,830	17,830	18,800	970
.200	AV & Library Equipment	0	0	0	0
.400	Contractual Expenses	3,180	3,180	3,580	400
.401	Mileage/Conferences	3,500	2,200	2,950	(550)
.460	School Library & AV Loan Program	16,075	16,075	15,340	(735)
.490 -06	BOCES Services	0	0	0	0
.500	Supplies	20,570	20,200	18,720	(1,850)
A2610.0	SCHOOL LIBRARY & AUDIOVISUAL	349,855	347,685	360,290	10,435

Budget Code	Object of Expense	FTE	HS	MS	OE	OP	FW	K-12	Total
A2610.150-07	Librarians - Salaries	5.0	92,200	42,000	55,700	51,000	53,500		294,400
.168	Teacher Aides Salaries	1.0					18,800		18,800
.200	AV & Library		0	0	0	0	0		0
.400	Contractual Expenses		1,400	1,080	100	500	500	0	3,580
.401	Mileage/Conferences		200	250	280	220	0	2,000	2,950
.460	Library Materials Program		5,165	3,715	2,250	2,175	2,035	0	15,340
.500	Supplies		2,400	3,020	2,300	5,500	3,500	2,000	18,720

COMPUTER ASSISTED INSTRUCTION

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2630 .150 -07	Computer Assisted Instruction - Salaries	53,585	53,585	56,000	2,415
.220	Computer Hardware	225,660	225,660	181,320	(44,340)
.400	Contractual Expenses	10,550	21,000	29,550	19,000
.401	Mileage/Conferences	600	600	480	(120)
.420	Repair	2,000	1,200	2,000	0
.460	State Aided Computer Software	93,355	93,355	96,545	3,190
.490 -06	BOCES Services	88,740	88,740	106,990	18,250
.500	Supplies	60,370	60,100	62,160	1,790
A2630 .0	COMPUTER ASSISTED INSTR.	534,860	544,240	535,045	185

Budget Code	Object of Expense	FTE	HS	MS	OE	OP	FW	District	Total
A2630 .150-07	Computer Assisted Instruction - Salaries	1.0						56,000	56,000
.220-07	Computer Hardware		0	0	0	0	0	181,320	181,320
.400	Contractual Expenses		0	0	0	0	0	29,550	29,550
.401	Mileage/Conferences		0	0	0	0	0	480	480
.420	Repairs		0	0	0	0	0	2,000	2,000
.460	State Aided Computer Software		12,375	8,900	5,350	5,215	4,870	59,835	96,545
.500	Supplies		0	0	0	0	560	61,600	62,160

GUIDANCE

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2810 .150 -07	Guidance Counselors - Salaries	576,600	576,600	588,500	11,900
.160	Clerical - Salaries	72,770	72,770	76,100	3,330
.162	Sub/OT Salaries	2,000	1,500	2,000	0
.200	Equipment	0	0	0	0
.400	Contractual Expenses	2,050	2,050	1,445	(605)
.401	Mileage/Conferences	1,100	500	850	(250)
.490 -06	BOCES Services	72,930	72,930	57,020	(15,910)
.500	Supplies	6,655	6,350	5,815	(840)
A2810 .0	GUIDANCE	734,105	732,700	731,730	(2,375)

Budget Code	Object of Expense	FTE	HS	MS	OE	OP	FW	District	Total
A2810 .150-07	Guidance Counselors – Salaries	10.0	252,000	173,000	47,100	59,800	56,600		588,500
.160	Clerical - Salaries	3.0	52,700	23,400					76,100
.200	Equipment		0	0	0	0	0		0
.400	Contractual Expenses		1,445	0	0	0	0		1,445
.401	Mileage/Conferences		100	500	250	0	0		850
.500	Supplies		3565	250	500	750	750		5,815

HEALTH SERVICES

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2815.160 -07	School Nurses - Salaries	154,290	154,290	159,750	5,460
.162	Sub/OT Salaries	9,000	9,000	9,000	0
.200	Equipment	1,000	1,000	1,500	500
.400	Contractual Expenses	500	430	500	0
.401	Mileage/Conferences	3,050	900	1,000	(2,050)
.446	School Physicians	34,000	33,180	35,000	1,000
.490 -06	BOCES Services	0	0	0	0
.500	Supplies	7,450	5,720	5,250	(2,200)
A2815.0	HEALTH SERVICES	209,290	204,520	212,000	2,710

Budget Code	Object of Expense	FTE	HS	MS	OE	OP	FW	District	Total
A2815.160-07	School Nurses - Salaries	5.0	33,930	33,310	28,610	30,600	33,300		159,750
.200	Equipment		0	0	0	0	0	1,500	1,500
.400	Contractual Expenses		100	100	100	100	100	0	500
.401	Mileage/Conferences		200	200	200	200	200	0	1,000
.500	Supplies		850	850	850	850	850	1,000	5,250

PSYCHOLOGICAL SERVICES

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2820 .150 -07	Psychologists - Salaries	262,580	262,580	271,200	8,620
.200	Equipment	0	0	0	0
.400	Contractual Expenses	5,000	2,500	5,000	0
.401	Mileage/Conferences	5,000	1,000	1,250	(3,750)
.490 -06	BOCES Services	0	0	0	0
.500	Supplies	10,000	6,900	7,500	(2,500)
A2820 .0	PSYCHOLOGICAL SERVICES	282,580	272,980	284,950	2,370

Budget Code	Object of Expense	HS	MS	OE	OP	FW	Summer	Total
	FTE	1.0	1.0	1.0	1.0	1.0		5.0
A2820 .150-07	Psychologists Salaries	48,700	72,700	0*	86,700	63,100		271,200

* Salary is in Federal Grant

PPS SPECIAL SCHOOLS

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2830 .400 -07	Contractual Expenses	74,000	70,000	74,000	0
A2830 .0	PPS - SPECIAL SCHOOLS	74,000	70,000	74,000	0

CO-CURRICULAR ACTIVITIES

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2850 .150 -07	Co-Curricular Salaries	76,800	76,800	78,820	2,020
A2850 .0	CO-CURRICULAR ACTIVITIES	76,800	76,800	78,820	2,020

Budget Code	Object of Expense	HS	MS	OE	OP	FW	Total
	FTE	32.0	12.0	2.0	1.0	3.0	50.0
A2850 .150-07	Co-Curricular Salaries	48,400	20,000	4,520	700	5,200	78,820

INTERSCHOLASTIC ATHLETICS

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A2855 .150 -07	Coaching Salaries	281,505	266,050	275,790	(5,715)
.160	Athletic Events Personnel	49,800	40,800	45,265	(4,535)
.200	Equipment	29,810	29,810	28,600	(1,210)
.400	Contractual Expenses	59,575	56,470	60,150	575
.401	Mileage/Conferences	5,850	850	0	(5,850)
.449	Official Fees	41,400	39,180	41,790	390
.490 -06	BOCES Services	850	850	445	(405)
.500	Supplies	74,440	71,220	62,695	(11,745)
A2855 .0	INTERSCHOLASTIC ATHLETICS	543,230	505,230	514,735	(28,495)

DISTRICT TRANSPORTATION SERVICES

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A5510.160 -09	Transportation Office Salaries	144,850	144,850	151,000	6,150
.161	Mechanics' Salaries	167,360	167,360	173,200	5,840
.163	Extra Help	15,000	11,300	15,000	0
.164	Bus Drivers' RR & NP/H Salaries	931,300	875,000	889,050	(42,250)
.165	Sub R/R & NP/H	55,000	52,700	55,000	0
.166	Athletic Trips - Salaries	45,000	42,260	45,000	0
.167	Field Trips - Salaries	30,000	25,300	30,000	0
.168	Special Programs - Salaries	67,900	67,150	67,050	(850)
.200	Equipment	4,500	4,500	4,500	0
.400	Contractual Expenses	10,000	8,200	10,000	0
.401	Mileage/Conferences	2,000	600	1,600	(400)
.407	Laundry (Uniforms)	4,500	3,620	4,500	0
.408	Classified Ads	400	100	400	0
.412	Bus Equipment Repr/Contr.	37,000	34,350	37,000	0
.423	Ins., Liab., & Comp.	100,000	75,560	100,000	0
.446	School Physicians	5,000	4,500	5,000	0
.490 -06	BOCES Services	19,050	19,050	19,600	550
.550	Bus Supplies	13,900	12,100	13,900	0
.551	Cleaning Supplies	1,500	850	1,500	0
.552	Custodial Supplies	300	280	300	0
.570	Bus Parts	85,000	74,700	85,000	0
.571	Diesel Fuel/Gasoline	385,000	343,500	385,000	0
.572	Oil	12,000	9,000	12,000	0
.573	Tires & Tubes	21,000	18,000	21,000	0
.574	Lubricants	6,500	6,230	6,500	0
A5510.0	DIST. TRANSPORTATION SERVICES	2,164,060	2,001,060	2,133,100	(30,960)

Salaries	Amount
Transportation Supervisor	76,500
Head Bus Driver	39,800
Senior Bus Driver	34,700

DISTRICT TRANSPORTATION SERVICES

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A5530 .163 -09	Extra Help Salaries	1,000	500	1,000	0
.200	Equipment	2,000	2,000	2,000	0
.400	Contractual Expenses	7,000	6,235	7,000	0
.411	Rubbish	2,500	2,420	2,500	0
.412	Bldg. & Equipment Repr/Contracts	5,000	5,000	5,000	0
.414	Snow Removal	1,000	200	1,000	0
.416	Natural Gas	10,000	9,100	10,000	0
.417	Electric	15,000	14,200	15,000	0
.418	Telephone	11,000	9,940	11,000	0
.423	Insurance	6,700	5,480	6,700	0
.473	Assessment on School Property	1,500	1,400	1,500	0
.500	Supplies	6,250	5,400	6,250	0
.551	Cleaning Supplies	200	100	200	0
.552	Custodial Supplies	200	100	200	0
A5530 .0	GARAGE BUILDING O & M	69,350	62,075	69,350	0

COMMUNITY SERVICES

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A8060 .200 -10	Equipment	3,000	3,000	3,000	0
.400	Contractual Expense	1,000	1,000	1,000	0
.432	Facilities Use	9,000	9,000	9,000	0
.500	Supplies	5,000	5,000	5,000	0
A8060.0	CIVIC ACTIVITIES	18,000	18,000	18,000	0

EMPLOYEE BENEFITS

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A9010.800 -10	NYS Employees Retirement	475,000	420,000	475,000	0
A9020.800 -10	NYS Teachers Retirement	1,575,000	1,450,000	1,575,000	0
A9030.801 -10	Social Security (FICA)/Medicare	1,786,300	1,656,300	1,786,300	0
A9040.802 -10	Worker's Compensation	215,000	205,000	220,000	5,000
A9045.803 -10	Life Insurance	9,000	8,700	9,000	0
A9060.805 -10	Hospital/Medical/Disability Insurance	3,830,000	3,680,000	3,983,200	153,200
A9060.806 -10	Dental Insurance	300,000	265,000	300,000	0
A9098.0	EMPLOYEE BENEFITS	8,190,300	7,685,000	8,348,500	158,200

DEBT SERVICE

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A9711.610 -10	Principal - Serial Bond (School Construction)	2,522,350	1,855,000	2,485,000	(37,350)
A9711.710 -10	Interest - Serial Bond	862,000	621,463	757,000	(105,000)
A9731.710 -10	Interest - Bond Anticipation Notes	0	0	0	0
A9760.710 -10	Interest - Tax Anticipation Notes	10,000	0	10,000	0
A9770.710 -10	Interest - Revenue Anticipation Notes	0	0	0	0
A9785.600-10	Installment Purchase - Principal	0	92,343	94,800	94,800
A9785.700-10	Installment Purchase - Interest	0	40,419	38,000	38,000
A9898.0	DEBT SERVICE	3,394,350	2,609,225	3,384,800	(9,550)

INTERFUND TRANSFERS

Budget Code		2008/2009	Proj. Exp. 2008/2009	Proposed 2009/2010	Budget Change
A9901.950 -10	Transfer to Special Aid Fund	65,000	35,000	65,000	0
A9950.970 -10	Transfer to Capital Fund	0	0	0	0
A9951.0	INTERFUND TRANSFERS	65,000	35,000	65,000	0



Wayne Central School District Office of the Superintendent of Schools

Memorandum

TO: Board of Education, Michael Havens, Superintendent
FROM: Kim Cox, Assistant Superintendent for Instruction
RE: Mentor Program
DATE: March 26, 2009

Attached you will find an updated New Teacher Induction/Mentoring Program description that will be initiated in September 2009. For the past several years the district has followed a mentoring program that consisted of using retired teachers as mentors for new staff. While this program has proved to be adequate in serving the needs of most new teachers, we have identified areas that required revision. The revisions that have been addressed are as follows.

1. Both retired and current staff will be invited to apply to be mentors.
2. To be considered as a mentor, candidates will need to complete an application and training prior to receiving a mentoring assignment.
3. The mentoring program will be administrated through the Office of Instruction and the Teacher Resource Center.

We believe that expanding mentoring program to include current staff, along with our valuable retirees, will provide mentees with individuals who have “like” experiences and specific expertise. This will also allow for the development of a “pool” of mentors who could be utilized when a teacher is seeking support in a targeted area.

On the March 26, 2009 Board of Education meeting I will briefly review the program and answer any questions you may have about the New Teacher Induction/ Mentoring Program. This program will become a part of the district Professional Development Plan that is approved annually by the Board of Education.

Wayne Central School District New Teacher Induction And Mentoring Program



March 2009

Prepared by Kim M. Cox

Vision:

The Wayne Central School District will support the development of new teachers through high quality professional learning opportunities that result in increased student achievement and continuous personal growth.

Philosophy:

The Wayne Central School District believes that the goal of the New Teacher Induction/Mentoring Program is the all-around development of each staff member. The role of the district is to enable individuals to develop to their fullest potential. Members who are new to WCS need a program of ongoing professional learning and support in order to realize this goal.

The Wayne Central School District subscribes to the general theory of individual differences; namely, that each member is an individual and has unique abilities, ambitions, and emotions.

The Wayne Central School District further subscribes to the following fundamental principles:

1. Teaching is a career-long developmental process.
2. A teacher's professional growth results in increased student learning.
3. Teaching is a cycle of planning, teaching, assessing, reflecting and re-teaching.
4. A focus on student achievement and professional standards guide the improvement process.
- 5. Teacher development occurs best with ongoing, job embedded collegial support.**
6. A teacher's professional growth leads to improved student achievement.

Induction Components:

The WSCD induction Program has three components;

- Ongoing professional learning through the induction process
- Collegial support from mentors, (year 1), and ongoing collegial support by department chairs team leaders and other colleagues.
- Administrative support and guidance embedded throughout

Induction Overview:

Professional staff member who are new to the district will participate in a three year professional learning program. The goal of the program will result in new staff that:

- Know who the district is and what is valued
- Understand their role in the district and as a member of a community of learners
- Demonstrate and utilize standard –based planning in designing and implementing instruction

- Demonstrate reflective practice leading to continuous improvement
- Participate in collegial practice

Expectations

Year 1

- Three summer workshop days
- Three after-school meetings
- Mentorship

Year 2

- Two summer workshop days
- One data analysis/reflection day (TBD, may be in the summer)
- Three after-school meetings

Year 3

- Two summer workshop days
- One data analysis/reflection day (TBD, may be in the summer)
- Three after-school meetings

Content

Topics to be address through the induction program include, but are not limited to:

- Standards based planning and instruction using the *Understanding by Design*, framework.
- Procedures and routines
- Classroom management
- The use of technology to support instruction
- Using data to inform instruction
- Meeting the needs of diverse learners (differentiation)
- Professional protocol for looking at student work, reflection and planning

Mentor Program Overview

A mentor is an experienced, tenured, professional or a recently retired teacher, capable of assisting a new teacher in making a successful transition to the Wayne Central School District. Mentors act in collaborative, non-evaluative, advisory role. The mentor/new teacher relationship will continue for one year.

In order to be considered as a mentor and added to the mentor pool, teachers need:

- Four years experience in the Wayne Central School District (preferred)
- Permanent certification/master's degree/tenure (preferred)
- Complete the Wayne Central School Mentor application process

In addition, mentors are required to participate in Mentor Training offered in the summer. This training will include the New Teacher Induction in August where they will receive **Mentor Basics**, and the three after school meetings during the first year.

Mentor Responsibilities

- Assist new teachers as needed
- Meet with new teachers a minimum of every other week
- Keep a log of meetings dates and topics discussed
- Observe the new teacher a minimum of four times a year
- Attend after school new teacher meetings three times a year
- Meet with the Induction coordinator (ASI or designee) a minimum of two times a year
- Participate in the New Teacher Induction
- Model collegiality
- Facilitate opportunities for the new teacher to observe colleagues
- Share problem solving strategies and reflective practice
- Facilitate growth and development of new teacher

Meeting Logs

Each mentor will keep a log of meeting dates and observations that take place throughout the year. Mentors will submit the logs to the induction coordinator at the end of every quarter.

The Focus of Mentors Working with Mentees

- Cultures and customs of the district and building
- Instructional pedagogy, planning techniques and strategies
- Practical advice: who, what, where, when
- Resources

Mentor Steering committee (Subcommittee of the Teacher Resource Center)

- Assistant Superintendent for Instruction
- Teacher resource director
- One principal
- 3 teachers, one elementary, middle, high school
- 1 Staff developer

Mentor Steering Committee Responsibilities

- Meeting annually in April to review applications and recommend mentors
- Charge principals and ASI or designee to facilitate mentor/new teacher matches
 - Match by building, grade level and/or department
- Meet two times a year to review the process, solicit feedback and make any necessary revisions, this may be done in conjunction with TRC meetings.

Application Process

- Obtain application online through the Teacher Resource Center (TRC) webpage

- Obtain two letters of support of your application, one from a colleague and one from an administrator (Please have letters placed in a sealed envelop and returned to you to hand in with your application.)
- Return the completed application and letters to the Teacher Resource Center by April 1 for consideration for the following school year.

Selection Process:

- The steering committee will meet to review the applications.
- Applicants meeting the criteria will be recommended to the ASI
- The ASI will finalize selection to be added to the Mentor Pool and notify all candidates
- Mentors will be matched with a new teacher after they completed the course work.

Criteria for Selecting Mentors

- Have four years experience at Wayne Central School District or recently retired from the district (preferred)
- Be an effective resource for new teachers
- Be tenured and permanently certified (preferred)
- Demonstrate instructional excellence and a solid knowledge of the standards based planning and instruction
- Be knowledgeable of their content area
- Show evidence of continued development in the profession
- Be familiar with building and district level systems
- Have credibility with colleagues
- Demonstrate ability to develop networks
- Possess a positive and reflective attitude towards, student learning, achievement and the district's goals

The Guidelines

- The relationship between the mentors and new teachers will be confidential. Mentors will not be evaluators
- Release time for observations will be provided as needed.
- Mentors will remain active unless steering committee and or mentor decide otherwise.

Stipend

Mentors will receive \$1000.00 per new teacher. Mentors can be assigned up to two new teachers in a single year. The stipend for two teachers would be \$1,800.00.

Mentor Application

Part I

Name_____ Home Phone_____

Home Address _____ City _____ State _____ Zip _____

Summer address (if different from above) _____

Position/School _____

Years in district _____ Years in area _____ Years in building _____

Part II

Two confidential letters or reference are required to complete this application. An optional letter from another source such as a parent or student may also be included. On the table below list the names and phone numbers of individuals who will be completing the confidential reference letters.

Position	Name	Telephone #
Building Administrator		
Teacher		
other		

Part III

Applicant's statement: Please include in your statement why you desire this position of mentor, how your experience and training have qualified you for this position and anything else that you believe should be considered in determining your suitability for this position. Indicate in your statement how you have taken advantage of professional growth opportunities during your career as a teacher.

Part IV

I have read and the New Teacher Induction Program, including the expectations and responsibilities for becoming a mentor and agree to these terms should I be selected.

Signature _____ Date _____

Letter of Support

Applicant's Name _____

Writer's name _____

Phone _____

How long have you know the applicant? _____

Wayne Central School District 2009-2010 School Calendar



July 2009

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

August 2009

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

September 2009

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		20/21

October 2009

Mon	Tue	Wed	Thu	Fri
20/21			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November 2009

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				17/17

December 2009

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	17/17

January 2010

Mon	Tue	Wed	Thu	Fri
19/19				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

February 2010

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

March 2010

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		22/23

April 2010

Mon	Tue	Wed	Thu	Fri
16/16			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

May 2010

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				19/20

June 2010

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		19/19

- Holiday/Recess
- First/last day for students
- Staff Training Days
- Regents/Exams

DATE	DESCRIPTION
July 3	Independence Day Holiday
Aug. 14	Summer School Ends
September 1	Staff Training Day
September 2	School Opens for Students
September 7	Labor Day Holiday
October 9	Staff Training Day
October 12	Columbus Day Holiday
November 11	Veteran's Day Holiday
Nov. 25 & 27	Thanksgiving Holiday Recess
Dec. 24—Jan. 1	Holiday Recess
January 4	School Reopens
January 18	Martin Luther King, Jr. Holiday
Jan. 26—29	Regents Exams and Midterms
February 15	President's Day Holiday
Feb. 16—29	Winter Recess
April 2	Good Friday Holiday
April 19—23	Spring Recess
May 21	Staff Training Day
May 31	Memorial Day Holiday
June 15-24	Regents Exams and Finals
June 24 & 25	Staff Training Days
June 25	Fourth Marking Period Ends

Adopted by Board of Education
March 26, 2009