

WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA



DATE: August 19, 2004
TIME: 6:30 p.m.
PLACE: District Office Board Room

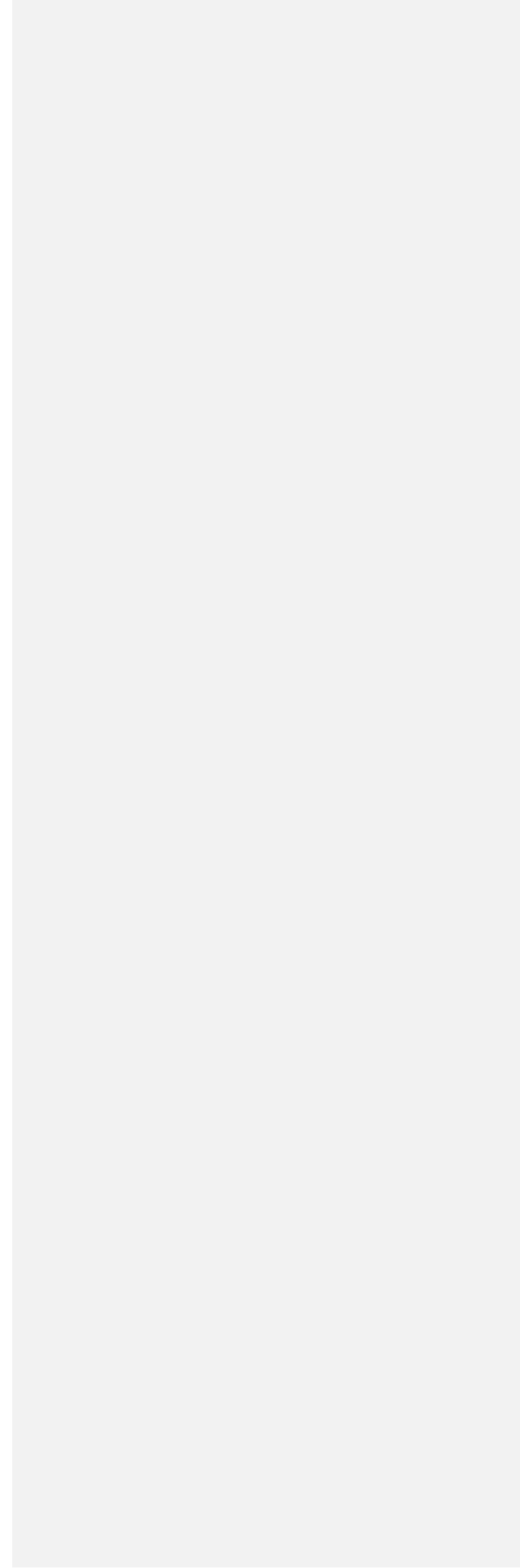
- 6:30 High School Building Tour
- 7:15 Call to Order /Pledge of Allegiance
- 7:15 Executive Session
- 7:30 Approval of Agenda/Approval of [MINUTES](#) Att. 1
- 7:35 Public Comment
- 7:40 Board Member Comments
- 7:45 Board President's Comments
- 7:50 Action Item Report
-
- 7:55 Superintendent's Report
1. Building Project Update
 2. Annual Report Presentation Att. 2
 3. Ties Grant Update Att. 3
 4. State Budget Information Att. 4
-
- 8:40 Items for Board Approval:
1. [Personnel](#) Action Att. 5
 2. CSE/CPSE Action Att. 6
 3. [Consensus](#) Agenda: Att. 7
 1. Energy Audit
 2. Alternate Tax Apportionment Method
 3. Adopt Tax Levy
 4. Award Bids
 5. Adopt School Lunch Prices
 6. Approve Change Order
 7. Approve FLCC Gemini Contract
 8. Approve Red Cross Agreement
-
- 9:15 Public Comment/Board Comments
- 9:20 Adjournment

Next Meeting: September 9, 2004 7:30 p.m. District Office Board Room

District Mission Statement

Based on the belief that all students can learn, the staff of the Wayne Central School District accepts the responsibility to teach all students, regardless of differences, the fundamental skills. We further accept the responsibility to challenge all students to attain

higher levels of achievement. Wayne Central will provide the opportunity, environment, and encouragement to meet this goal while developing the whole child, physically, socially, emotionally, and culturally.



Mr. Johnson offered a MOTION to close the nominations and direct the school district clerk to cast one unanimous ballot for Mr. Robusto as Vice-President of the Board of Education for the 2004-2005 school year. 9 Ayes, 0 Nays, Carried. Mr. Switzer cast one unanimous ballot for Mr. Robusto and declared him duly elected Vice-President of the Board of Education for the 2004-2005 school year.

Mr. Triou and Mr. Robusto assumed their new duties upon taking their oath of office from the district clerk.

Mr. Triou extended *thanks* to trustees for their support as school board president and extended *congratulations* to the newly re-elected trustees.

SPECIAL PRESENTATION

Mr. Triou presented a gavel and nameplate to Mr. Johnson and a nameplate to Mr. Ratcliffe in recognition of their service as school board president and vice-president, respectively, for the past two (2) years.

V. APPOINTMENT OF DISTRICT OFFICERS & OFFICIALS FOR 2004-2005

Mrs. Brunner offered a MOTION to appoint district officers & officials for 2004-2005 as follows: ¶(stipends/compensation indicated where applicable)

SCHOOL DISTRICT CLERK:	James E. Switzer (\$10,200)
SCHOOL DISTRICT TREASURER:	Leora Stramonine (\$43,450)
INTERNAL CLAIMS AUDITOR:	Russell Harris (\$2,250)
SCHOOL TAX COLLECTOR:	Helen Jensen
RECORDS MANAGEMENT/ACCESS OFFICER:	James E. Switzer

On the question, the vote was 9 Ayes, 0 Nays, Carried.

Each of the persons appointed executed their oath of office following their appointment and filed same with the school district clerk. The school board president witnessed the oath of office of the school district clerk.

VI. APPOINTMENT OF SCHOOL DISTRICT OFFICIALS FOR 2004-2005

Mr. Johnson offered a MOTION to appoint district officials for 2004-2005 as follows:

SCHOOL ATTORNEY:	Wayne Vanderbyl, Attorney at Law
SCHOOL PHYSICIAN:	Cynthia Devore, MD
SCHOOL PHYSICIAN:	Daniel J. Koretz, MD
SCHOOL CENSUS ENUMERATOR:	James E. Switzer
PURCHASING AGENT:	Gregory J. Atseff
ATTENDANCE OFFICER:	James E. Switzer
SCHOOL DISTRICT AUDITOR:	Raymond F. Wager, CPA, P.C.
EXTRA-CLASSROOM ACTIVITY ACCOUNT TREASURERS:	
	Leora Stramonine (Middle School) Linda Elmer (High School)
TITLE IX COMPLIANCE/HEARING OFFICER:	Laurence Spring
CIVIL SERVICE APPOINTING OFFICER:	Mark Callahan
SCHOOL ARCHITECT:	Clark- Patterson, P.C.
ASBESTOS COMPLIANCE DESIGNEE:	Donald M. Davis

SECTION 504 COMPLIANCE OFFICER: Sandra Woodard
AMERICAN DISABILITIES ACT COORD: Sandra Woodard
LIAISON FOR HOMELESS YOUTH: Laurence Spring

On the question, the vote was 9 Ayes, 0 Nays, Carried.

Each of the persons appointed executed their oath of office following their appointment and filed same with the school district clerk.

VII. DESIGNATIONS & AUTHORIZATIONS FOR 2004-2005

Mrs. Brunner offered a **MOTION** to approve designations and authorizations for 2004-2005 as follows:

OFFICIAL DEPOSITORIES: Chase, Fleet/Bank of America, Key Bank
OFFICIAL NEWSPAPERS: *WAYNE COUNTY MAIL* (Ontario) & *THE TIMES* (Walworth-Macedon)
BOARD OF EDUCATION MEETINGS: One (1) or Two (2) times each month @ 7:30 p.m. unless otherwise noted, with dates & locations noted on the Board of Education meeting schedule (copy filed in clerk's agenda file, this meeting)

On the question, the vote was 9 Ayes, 0 Nays, Carried.

VIII. AUTHORIZATIONS FOR CHIEF SCHOOL OFFICER FOR 2004-2005

Mrs. Brunner offered a **MOTION** to approve authorizations for the chief school officer for 2004-2005 as follows:

- Certification of Payrolls
- Approval of attendance at conferences, conventions & workshops
- Approval of budget transfers per Board of Education policy
- Borrow funds up to \$25,000 for short-term cash flow needs, without prior Board of Education approval, per Board of Education policy
- Approval to invest funds of the general, construction, school lunch, federal & capital fund accounts
- Designation to handle student residency determinations on behalf of the Board of Education pursuant to Part 100.2 (y) of the Regulations of the Commissioner of Education.

On the question, the vote was 9 Ayes, 0 Nays, Carried.

IX. BONDING OF PERSONNEL FOR 2004-2005

Mr. Johnson offered a **MOTION** to authorize purchase of a blanket bond for each of the following school district officers at the amounts specified for 2004-2005:

SCHOOL DISTRICT TREASURER :	\$400,000
SCHOOL TAX COLLECTOR:	\$500,000
INTERNAL CLAIMS AUDITOR:	\$ 15,000
EXTRA-CLASSROOM ACTIVITY FUND TREASURERS (each)	\$ 10,000

On the question, the vote was 9 Ayes, 0 Nays, Carried.

X. ADDITIONAL DESIGNATIONS & AUTHORIZATIONS FOR 2004-2005

Mr. Wyse offered a **MOTION** to, seconded by Mrs. Brunner, to approve/adopt additional designations and authorizations for 2004-2005 as follows:

AUTHORIZED SIGNATURES • EXTRA-CLASSROOM ACTIVITY ACCOUNTS

Middle School: Robert Armocida & Leora Stramonine

High School: Lory Morrin & Linda Elmer

AUTHORIZED SIGNATURES • ALL DISTRICT CHECKS

District Treasurer's signature, using check-signing machine, and in her absence, the signature of the assistant superintendent for business, also using check-signing machine

MILEAGE REIMBURSEMENT RATE • 2004-2005: 37.5 cents/mile

COPY CHARGE • REQUESTS FOR RECORDS: 25 cents per page
(Freedom Of Information Law)

ESTABLISH PETTY CASH FUNDS FOR 2004-2005:

High School: (Lory Morrin)	\$ 100.00
Middle School: (Robert Armocida)	50.00
District Office: (Gregory Atseff & Leora Stramonine)	50.00
School Lunch Fund: (Veronique Wilson)	260.00
Transportation Office: (Fred Prince)	50.00

Adopt a **CONTINUING RESOLUTION** for Revenue Anticipation Notes (RANS), **TO WIT:**

**REVENUE ANTICIPATION NOTE RESOLUTION
DATED MARCH 12, 2003
DELEGATING POWER TO THE PRESIDENT OF THE BOARD OF EDUCATION
TO AUTHORIZE, FROM TIME TO TIME AND YEAR TO YEAR,
THE ISSUANCE AND SALE OF REVENUE ANTICIPATION NOTES
OF THE WAYNE CENTRAL SCHOOL DISTRICT, NEW YORK, IN
ANTICIPATION OF THE COLLECTION OF REVENUES**

To better provide for the accomplishment of the purposes and goals of the Wayne Central School District,

BE IT RESOLVED by the Board of Education of the Wayne Central School District, New York, as follows:

Section 1. The power to authorize, from time to time and year to year, the issuance and sale of revenue anticipation notes of the Wayne Central School District, New York, including renewals thereof, in anticipation of the collection of revenues to be received by the school district as state aid from the State of New York, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, and of such form and content as may be determined by said President of the Board of Education in accordance with the Local Finance Law of the State of New York.

Section 2. It is hereby determined that any notes which may be issued by the school district pursuant to this resolution in anticipation of the collection of such revenues to be received by the school district from the State of New York for any given fiscal year shall be issued during such fiscal year or during the two weeks prior to the commencement of such fiscal year and otherwise in accordance with Section 25.00 of the Local Finance Law of the State of New York.

Section 3. The Vice President of the Board of Education or the District Clerk may execute such notes in place of the President of the Board of Education if s/he shall so designate.

Section 4. It is hereby determined and declared that it is the intent of this Board of Education that this resolution remains in full force and effect in perpetuity for the issuance of the aforesaid notes from year to year, until this resolution is modified, amended, rescinded, revoked or repealed by this Board of Education.

Section 5. This resolution shall take effect immediately upon its adoption.

Adopt a **CONTINUING RESOLUTION** for Participation for Joint Purchasing Programs, **TO**

WIT:

**WAYNE-FINGER LAKES B.O.C.E.S. COOPERATIVE BID FOR
PURCHASE OF VARIOUS COMMODITIES AND/OR SERVICES**

WHEREAS, The Board of Education of Wayne Central School District of New York State desires to participate in a cooperative bidding program conducted by the Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties from year to year, or until this resolution is rescinded, for the purchase of various commodities and/or services, and

WHEREAS, The Board of Education of Wayne Central School District of New York State is desirous of participating with the Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, § 119-o, and

WHEREAS, the Board of Education of Wayne Central School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties as its representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education of Wayne Central School District of New York State and making recommendations thereon, **NOW, THEREFORE:**

BE IT RESOLVED, that the Board of Education of the Wayne Central School District of New York State does hereby make, and the Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties hereby accepts, the appointment of the Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties to represent it in all matters related above, and

BE IT FURTHER RESOLVED, that the Board of Education of the Wayne Central School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the various commodities and/or services, and

BE IT FURTHER RESOLVED, that the Board of Education of the Wayne Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding,

NOW, THEREFORE, BE IT RESOLVED, that the purchasing agent on behalf of the Board of Education of the Wayne Central School District of New York State is hereby authorized to participate in cooperative bidding conducted by the Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties for various commodities and/or services and, if requested, to furnish the Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties an estimated minimum number of units that will be bid by the Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties is hereby authorized to award cooperative bids to the bidder(s) deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

On the question, the additional designations and authorizations were approved/adopted by a vote of 9 Ayes, 0 Nays.

XI. ESTABLISH RATES FOR 2004-2005 (Substitute Teachers & Rates For Building Use)

Mr. Wyse offered a **MOTION** to establish rates for 2004-2005 as follows:

- | | |
|---------------------------------------|--|
| (a) Custodial Staff - Building Use | \$22.98 per hour |
| (b) Food Service Staff - Building Use | \$20.76 per hour |
| (c) Per Diem Substitute Teachers | \$65.00 per day (\$80/day after 15 consecutive days) |
| | \$100.00 per day (retired, certified teachers) |

Mr. Wyse asked why the custodial staff rate was not proposed at \$23.00. Mr. Havens stated that the rate is calculated using exact costs to insure that no profit is accrued by the fee.

On the question, the vote was 9 Ayes, 0 Nays, Carried.

XII. ADDITIONAL TRUSTEE APPOINTMENTS & DESIGNATIONS • 2004-2005

Mr. Triou asked trustees about their interest in designations for the Wayne-Finger Lakes BOCES Board of Education, the Four County SBA and the 2002 Capital Improvement Project for the 2004-2005 school year. Following discussion, Mr. Triou made the following designations:

Board of Education • Wayne-Finger Lakes BOCES

- (a) District Representative Mrs. Brunner
- (b) District Representative Mr. Griswold

Four County School Boards Association

- (a) Executive Committee Mr. Triou, Mr. Robusto
- (b) Legislative Committee Mrs. Lyke, Mr. Wyse
- (c) Board Development Committee Mr. Wyse, Mr. Johnson

Liaisons to 2002 Capital Improvement Project – Mr. Wyse, Mr. Robusto (alternate)

Mr. Triou asked the pleasure of trustees for **appointment of committees for the 2004-2005** school year. **Consensus** was reached to name a policy committee at this time. Mr. Triou named Mr. Johnson, Mrs. Diller and Mr. Ratcliffe as members of the policy committee for 2004-2005 and designated Mr. Johnson as chairperson.

Mrs. Lyke and Mrs. Brunner noted the excellent job done by Mr. Triou as policy committee member and chairperson for the past four (4) years.

XIII. **RECESS:** 7:48 p.m.

XIV. **RECONVENE:** 7:52 p.m.

REGULAR BUSINESS MEETING CONVENED

XV. APPROVAL OF AGENDA & MINUTES (June 23, 2004)

Mr. Johnson offered a **MOTION** to approve the agenda for this evening's meeting and the minutes of the business meeting of June 23, 2004 as presented. 9 Ayes, 0 Nays, Carried.

XVI. PUBLIC COMMENT

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

A. Beth Emley introduced herself as the new editor of the *Wayne County Mail* weekly newspaper. Trustees and school officials extended welcome to her as she begins her new role.

XVII. BOARD MEMBER COMMENTS

- A. Mrs. Lyke noted the followingg additional thoughts she has had since the July 13th workshop meeting for consideration as **goals are developed for the 2004-2005 school year:**
- (1) insure that a local plan for a **universal pre-kindergarten** program is ready to implement as soon as any state or federal funds are available; she views this program as essential to support student achievement,
 - (2) institute a **program for proofreading** items in any form from the school district to the public to insure compliance to style, design and spelling/punctuation, which she views as very important
 - (3) provide more **information to the news media and the public** about the many achievements and activities of our students and staff in academic, extra-curricular and interscholastic athletic activities
- B. Mr. Johnson extended **congratulations** to Mr. Triou and Mr. Robusto on their new roles for 2004-2005 and offered his assistance as they may need or wish.
- C. Mr. Griswold asked for confirmation that the **grant** written by local students last year in conjunction with the **Office of Mental Health and Developmental Disabilities** was increased from \$5,000 to nearly \$15,000. Mrs. Woodard stated that was correct. Mr. Griswold suggested that trustees receive an update on the program during the 2004-2005 school year.

XVIII. BOARD PRESIDENT'S COMMENTS

- A. Mr. Triou extended **thanks** to trustees for their support and patience as he learns his new role and appreciates the depth and scope of experience they make available.
- B. Mr. Triou extended **condolences** to the family of Harold O'Connor, whose wife works in the high school, and who served for many years as an election machine custodian for school district elections.

XIX. REPORTS OF THE SUPERINTENDENT OF SCHOOLS

Mr. Havens extended congratulations to Mr. Triou and Mr. Robusto as newly elected school board president and vice-president, respectively, and stated that he looks forward to working with them this year. He stated that he has enjoyed working with Mr. Johnson and Mr. Ratcliffe as school board president and vice-president, respectively, for the past two (2) school years and reviewed the numerous achievements during that time period. He believes that he has become a better superintendent of schools based on the efforts of the school board.

A. REPORT ON 8th to 9th GRADE TRANSITION PROGRAM • SUMMER 2004 • MODEL SCHOOLS

Mr. Havens introduced Mr. Spring, assistant superintendent for instruction, to provide a report on the **eighth to ninth grade summer transition program** underway as a part of the district's model school's efforts.

Mr. Spring shared a handout that summarized the effort to provide support for appx. two (2) dozen students moving from the middle school to the high school in academic, study and social skills to enable them to achieve success in their high school career. Students were selected for the program who failed two or more core subjects in grade eight to re-engage them in learning and help them prepare for their high school courses. Any students who are unsuccessful in the summer program would continue with additional

studies and activities in after-school sessions on one (1) or two (2) days during the school year.

Mr. Spring noted that over the past several years, the philosophy has shifted between social promotion and retention practices and neither approach has proven more successful than the other. The approach in this transition program provides support for student achievement with the option of retention still available if needed only after providing the additional support from the transition program.

He also noted that expansion of the program to after-school sessions during the school year would include extension of the school day to 4:00 p.m. one (1) or two (2) days per week. Students who would benefit additional reinforcement and support would remain at school for the longer duration.

Mr. Spring explained that this initial transition program now underway has four (4) teachers working with the two-dozen students for three (3) hours per day, four (4) days per week. Mr. Pirozzolo, an assistant principal at the high school, is serving as program administrator. The students are engaged in active learning activities such as a crime scene investigation that incorporate skills in science, reading, writing, listening, and drawing conclusions. So far, the students are very enthusiastic about the program and are gaining confidence to begin their freshman year.

Mr. Johnson asked if discussions have occurred with the teachers' union on the **proposed extension of the school day**. Mr. Spring noted that discussions to date have occurred among members of the model school's team at the high school and the administrative council. Mr. Havens stated that the workday for teachers would not change; teachers who participated in the after-school program would receive a stipend for the additional responsibilities.

Mrs. Brunner asked what the **nature of parental support** is for the summer transition program. Mr. Spring stated that parental support is high. And each student, parent and teacher involved in the summer transition program has signed a contract related to learning activities.

Mr. Wyse asked if two (2) days of **additional time after school** is adequate follow-up to the intense summer program to achieve the desired improvements. Mr. Spring stated that while the two (2) days are not an ideal approach, they represent a compromise to allow time for teachers to also participate in departmental and faculty meetings and other routine activities. As the program progresses during the school year, adjustments may occur in the amount of time for the program.

Mr. Wyse noted that his questions originate from a comment relayed to him by a resident about a concern that **adequate counseling** was not provided at the high school that resulted in retention for a child. Upon further discussion, it was determined that the child has failed to pass each grade since grade six and the high school counselor was the first and only person who determined that the child need to repeat the grade.

He asked how school officials would approach such an issue in the future at an **earlier point in a child's school career**. Mr. Spring noted that present accountability for student achievement does not occur until they begin to earn Carnegie units, more commonly referred to as course credits, at the high school level. The future challenge and option is to extend the concept of course credits to the middle school, and perhaps lower grade levels, to provide accountability of student achievement and success earlier

in their school career. He added that it is essential to determine how to insure success for each child throughout their school career.

Mr. Wyse noted that while students begin to change classes for core subjects in grades six and seven, he does not understand why the issues of **student achievement** are not determined at that age as well. Mr. Spring commented on options available for students and staff. Mr. Havens commented that the new summer transition program represents a valuable beginning of efforts to address student needs and the option exists to expand the concept to lower grade levels to address student achievement.

Mr. Wyse extended **compliments to the staff** for this initial effort and added his support for continuation and expansion of the program to serve students at a younger age. Mr. Spring noted that the district's philosophy is to take whatever steps necessary to allow a child to succeed.

Mr. Robusto stated he feels the program is very positive and asked what consideration is underway to pursue the program for **additional grade level transitions**. He added that the concept represents a common feature of the model school's program.

Mr. Spring stated that there are some model programs for conducting the transition program earlier in a child's career that are under consideration for future years.

Mr. Griswold noted discussion at the workshop session on July 13th on **district goals and objectives** relative to test scores for fourth graders for the 2004-2005 school year and asked if **student performance on those exams** would improve if the exam were offered one (1) year later in fifth grade and, by extension, if expanding the after-school transition program to earlier at the middle school level would enhance student success and achievement. Mr. Spring stated he expects it would.

Mr. Griswold also asked if school personnel have given any thought to the potential benefits for all students for shifting to a **twelve-month school year**. Mr. Spring stated that although no formal discussions have yet occurred there is value and benefit for that concept to students.

Mr. Havens noted that many ideas were obtained at the **model school's workshops** in late June. Mr. Spring cited the **summer elementary reading camp** as another example of targeting student needs.

Mr. Griswold expects that in three (3) to five (5) years the **standard or norm** which schools and students are expected to meet will change to longer school days and more summer activities or classes as opposed to annual adjustments to provide extra help or address specific issues.

Mr. Spring and Mr. Havens noted the prospect of **future programs** when some teachers are employed for 11 months to offer expanded programs that might replace expenses for some other programs students may no longer need.

Mr. Johnson noted examples at the model school's workshop of several schools that have expanded the number of days of instruction with tremendous improvements in success rates.

Mr. Robusto asked what **transportation costs** might accrue with extended school year programs. Mr. Havens noted that state aid would cover 70% of those costs.

Mrs. Lyke noted that reductions in other **expenses for special student needs** would likely occur as student achievement levels improve.

Mr. Havens commented that the *mind set changes* when schools shift from directing programs to only those students with special needs to the entire student body and when more programs shift from remedial to enrichment in nature.

Mr. Robusto asked if an *11-month school* year would become mandatory for all staff and students. Mr. Havens stated that recruitment for teachers for 11 month positions would occur based on a job description for that position; he cited his own experience that many teachers would prefer to teach during summer months rather than pursue part-time, non-teaching employment.

Mrs. Lyke asked if any *students who were eligible* for the eighth to ninth grade transition program now underway refused to participate. Mr. Pirozzolo noted that the two dozen students enrolled were drawn from a potential of 33 students; some students had other summer plans or jobs that prevented them from participating but none declined to participate. He added that parents of the children who are participating in the program are holding them accountable for participation.

Mrs. Lyke asked if the same two-dozen students would participate in the *after-school program during the school year*. Mr. Pirozzolo noted that those students who are successful in the summer program are not required to continue in the after-school program but could if they wished. He added that the teachers have quickly taken ownership of the summer transition program and have already suggested assignment of their summer students to their advisory periods during the school year to allow the summer efforts to continue as well.

Trustees thanked Mr. Spring and Mr. Pirozzolo for their presentation and information. Mr. Havens stated that he would provide an update on the after-school program during the school year and suggested scheduling further discussion and consideration of an extended school year for another meeting during the year.

B. REPORT ON NATIONAL WORKSHOP ON MODEL SCHOOLS • June, 2004

Mr. Havens noted that Mrs. Lyke, Mr. Robusto and Mr. Johnson joined with school staff members to attend the national workshop on model schools in Washington, D.C. at the end of June and invited them to share highlights of their participation.

Mr. Havens noted sessions he attended on high achieving school districts, student internships, student involvement in planning educational programs and academic offerings in special areas.

Mrs. Lyke noted sessions she attended on teachers who will not allow students to fail but catch them earlier in the year, with more consideration on student abilities than retention policies, varied approaches to awarding credits and meeting skill levels of students and new approaches to working with low-interest students.

Mr. Robusto noted sessions he attended on expectations of newly hired staff in school districts where failure by students is not acceptable and extending learning to after-school, weekends and summer recess periods.

Mr. Johnson noted similar information from the Brockport district west of Rochester that has had the model school's program in place since 1981, the successful efforts of a principal from South Carolina to increase student achievement, attendance rates and graduation rates with a scholarship for each child who graduates.

Mr. Havens noted that the *model school's team* will meet in August to work on preparations for the next phases of the model school's program in the 2004-2005 school year. He added that the feedback from members of the local delegation to the model school's workshops is highly positive and supportive of continuing with the program at the local level. In the future, our district may host the model school's national workshop.

C. PROGRESS REPORT • 2002 CAPITAL IMPROVEMENT PROJECT

RE-LOCATION OF ATHLETIC FIELD LIGHTS

Mr. Havens noted discussions at prior school board meetings on the re-location of the existing athletic field lights to either the tennis courts or the softball field at the high school. He stated that both the district's architect and the electrical contractor for the capital project feel the existing lights are not suited for the tennis courts but are suited for lighting of either the softball or baseball field.

He noted that currently boy's teams can play under the lights for either soccer or football but girl's teams can only play under the lights for soccer. His recommendation is to ***re-locate the existing lights to the softball field*** to provide a second opportunity for girl's teams to play on a lighted field. He added that he has reviewed this issue with Mr. Blankenberg, director of athletics and physical education, who concurs, and discussed it with the leaders of the softball/baseball booster club who also agree with the placement on the softball field. They have also indicated an interest to work with the school district in the future to raise funds to install lights on the baseball field.

Mr. Wyse noted that he is an avid baseball supporter yet would support the recommended re-location of the existing lights to the softball field. He added that the booster club is aware of some existing lights at another location which may become available in a future year to use on the baseball field.

By ***consensus***, trustees endorsed the recommendation presented by Mr. Havens and authorized him to proceed with the planned re-location of field lighting as outlined above.

STATUS REPORT ON 2002 CAPITAL IMPROVEMENT PROJECT

Mr. Atseff, assistant superintendent for business, introduced Mr. Michael Jordan, project manager with Le Chase Construction Company, the firm hired by the Board of Education to provide construction management services. He noted that Mr. Jordan will attend a school board meeting each month to provide progress reports on the capital project.

Mr. Jordan used a PowerPoint presentation to outline highlights of project activities at each of the school buildings, including digital photographs, as of July 15, 2004.

At ***each of the schools***, furniture removal and re-location of services where renovations are planned this summer have occurred. Asbestos abatement efforts at varied locations in the district were started on the first day of summer recess and are essentially completed. The NYS Department of Labor has made its site visits and has ordered a second cleaning and additional air samplings of the spaces abated at the high school, which is now underway.

At the ***middle school***, exterior curbing and sidewalks were removed and work is progressing on installation of partitions, drywall and other interior finishes for the safety and security upgrades for the main entry and relocation of the main office, nurse's office and counseling offices. Some items, such as cabinetry, have a longer lead time and installation will occur during non-school hours as items are available.

Mr. Griswold asked how far behind project efforts are and how far into the school year work would continue. Mr. Jordan noted that the overall project is on schedule with varied items, such as bookcases and cabinetry, installed as materials arrive during the school year.

Mr. Jordan reviewed progress on installation of the lift at **Ontario Elementary School** to provide access by persons with disabilities to the stage, gymnasium and auditorium, including re-location of electrical and mechanical items. Replacement of stair treads, floor surfaces and exterior entry stairs are also scheduled during summer recess at that school.

At **Ontario Primary School**, removal of roof stone and replacement of roof drains has occurred. Installation of new insulation and roof surfaces will follow.

Mr. Robusto asked if the insulation is as overlay to the existing roof and what R-value it has. Mr. Jordan stated that the existing roof was removed and reviewed the R-values. He noted that interior renovations at Ontario Primary School are scheduled for the 2005-2006 phase of the capital project.

Safety and security upgrades for the main entry are underway at **Freewill Elementary School** as well as re-location of spaces and interior finish work in the main office.

Mr. Jordan reviewed **site work underway on the Ontario Center campus**, including parking lots, movement of soil for field preparation, ground and drainage work for the new all-weather track, underground electrical work, and excavation for construction of the new classroom areas that will link "D" and "A" wings at the high school. Roof repairs are scheduled on "B" wing and new wall and floor surfaces and cabinetry is scheduled for the classrooms where asbestos abatement was conducted.

The base for the **new parallel road from the middle school to the high school** along Route 350 is in place and a binder is scheduled in the near future; the staging area for construction trailers and equipment is located adjacent to the new road, which is enclosed by a security fence, and will become additional parking areas at the conclusion of the project.

Mrs. Brunner asked about the status of the joint project with the Town of Ontario on the **watershed management & drainage improvements along the north border of the Ontario Center campus** and if each of the neighboring property owners is aware of the planned improvements. Mr. Jordan stated that the Town of Ontario has awarded the contract for the watershed & drainage improvements and is handling communications with property owners. Mr. Davis and Mr. Atseff stated that the work is expected to begin at the end of July.

Mr. Ratcliffe asked for clarification on the role of district staff and project contractors on **interior work scheduled at Ontario Primary School** next year. Mr. Jordan provided details.

Mrs. Brunner asked about the leakage and repairs on the **water service lines** located under the classroom wing added to the northeast corner of **Ontario Primary School** in the 1980's. Mr. Davis reviewed the scope and status of the project, including planned modifications.

Mrs. Lyke asked about plans to control *odors related to roof installation at Ontario Primary School during* the school year. Mr. Jordan reviewed plans to address that issue.

Mr. Havens asked trustees if the *format of this evening's progress report* was acceptable and if they wished any additional items or information,

Mr. Griswold suggested including the top five (5) concerns of project managers.

Mr. Wyse suggested including note of anticipated change orders as they arise.

BOND ANTICIPATION NOTES

Mr. Atseff noted that final steps are underway to issue bond anticipation notes, totaling \$9,960,000, to meet expenses for the capital improvement project. The plan is to convert to serial bonds at the end of the 2004-2005 school year,

D. UPDATE ON STATE AID, POWER PLANT VALUATION & 2004-2005 SCHOOL TAX LEVY

Mr. Havens stated that the NYS Legislature has not yet adopted the fiscal year 2004 state budget, including aid for education, and that the negotiations on the taxable assessed value of the nuclear power station are not yet complete.

Confirmation of state aid revenue is essential prior to final determination of school tax rates. If negotiations on the final taxable value for the nuclear power plant are not completed by the deadline to establish school tax rates, the latest values set by the Ontario Town Assessor will apply to the school tax levy. The Board of Education would need to set aside funds collected from the tax levy for future refunds that may occur if the final valuation is different from the assessor's value.

Mr. Havens noted that the increase from \$158 million to \$378 million in taxable assessed value for the nuclear power station based on the recent sale of the plant has resulted in an increase in the equalization rate from 100% to 118%. He noted that new state legislation does allow taxing agencies (*viz*, the school district), to remove large tax parcels from the calculation of the equalization rate. Such action would not impact the total amount of the tax levy but would keep the equalization rate for school purposes at 100% and prevent an imbalance of the tax levy among the six component townships of the school district.

Mr. Havens stated that he is hopeful that the negotiations on the taxable assessed value of the nuclear power plant will reach a conclusion prior to adoption of the 2004-2005 property tax levy. He added that he is committed to a 1.9% increase in the school tax rate as presented to district voters at the annual school election in May.

XX. ITEMS FOR ACTION BY THE BOARD OF EDUCATION

PERSONNEL CHANGES

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

INSTRUCTIONAL STAFF

Appointments:

Mark Bunce, physical education teacher, assigned to the high school, a two-year probationary appointment effective September 1, 2004 through August 31, 2006 at \$38,183 (replacement for Sheryl Idzik, resigned)

Dawn Chelini, elementary education teacher, assigned to Ontario Primary School, a two-year probationary appointment effective September 1, 2004 through August 31, 2006 at \$39,250 (replacement for Nancy Shearer, retired)

Tracy Collier, physical education teacher, assigned to Ontario Primary School, a two and one half year probationary appointment effective September 1, 2004 through February 28, 2007 at \$36,140 (position increased from .50 FTE to 1.0 FTE)

Dan Davids, driver education teacher, assigned to the high school, a part-time temporary appointment effective July 1 through July 30, 2004 at \$4,050.

Sharon Doran, English Teacher, assigned to the high school, a three-year probationary appointment effective September 1, 2004 through August 31, 2007 at \$38,183 (new position)

Brittney Hiller, math teacher, assigned to the high school, a three-year probationary appointment effective September 1, 2004 through August 31, 2007 at \$34,250 (replacement for Adam Wyse, resigned)

Amanda Kent, elementary education teacher, assigned to Ontario Primary School, a three-year probationary appointment effective September 1, 2004 through August 31, 2007 at \$34,250 (replacement for Patricia Morton, retired)

Pamela Lozano, special education teacher, assigned to Freewill Elementary School, a three-year probationary appointment effective September 1, 2004 through August 31, 2007 at \$44,250 (new position)

John McCully, driver education teacher, assigned to the high school, a part-time temporary appointment effective July 1 through July 30, 2004 at \$4,050.

Colleen Meagher, kindergarten teacher, assigned to Ontario Primary School, a three-year probationary appointment effective September 1, 2004 through August 31, 2007 at \$34,840 (position increased from .50 FTE to 1.0 FTE)

Jennifer Putman, elementary education teacher, assigned to Ontario Primary School, a three-year probationary appointment effective September 1, 2004 through August 31, 2007 at \$35,500 (replacement for Jo Ann Harder, retired)

Cheryl Raleigh, social studies teacher, assigned to the high school, a two and one half year probationary appointment effective September 1, 2004 through February 28, 2007 at \$34,840 (replacement for Michelle Timothy, resigned)

Wendy Riley, art teacher, assigned to the middle school, a one-year temporary appointment effective September 1, 2004 through June 30, 2005 at \$34,840 (replacement for Lora Farber, on leave of absence).

Amy (Pierce) Stahl, math teacher, assigned to the middle school, a two-year probationary appointment effective September 1, 2004 through August 31, 2006 at \$43,241 (replacement for Joanne Hurley, retired)

Paula Sippel, elementary education teacher, assigned to Ontario Elementary School, a one-year probationary appointment effective September 1, 2004 through August 31, 2005 at \$36,774 (replacement for Megan Stuart, resigned)

Monica Spring, vocal music, assigned to Freewill Elementary School, a three-year probationary appointment effective September 1, 2004 through August 31, 2007 at \$35,474 (replacement for Ellen Miller, retired)

David Tinnes, special education teacher assigned to the high school, (Eagle Ventures), a three-year probationary appointment effective September 1, 2004 through August 31, 2007 at \$35,500 (replacement for Martha Schillaci, resigned)

Jennifer Weber, English Teacher, assigned to the high school, a three-year probationary appointment effective September 1, 2004 through August 31, 2007 at \$35,995 (position increased from .60 FTE to 1.0 FTE).

Bonnie Zelazny, kindergarten teacher, assigned to Freewill Elementary School, a three-year probationary appointment effective September 1, 2004 through August 31, 2007 at \$36,724 (new position)

Resignations:

Jay Crofford, vocal music teacher, assigned to Ontario Elementary School, effective June 25, 2004 (personal reasons)

Leaves of Absence:

Jennifer Borowiak, reading teacher, assigned to the middle school, an unpaid leave of absence effective September 1, 2004 through June 30, 2005 (child rearing)

Julie Geesler, elementary education teacher, assigned to Ontario Elementary School, a combination paid and unpaid FMLA disability leave anticipated from September 20, 2004 through January 21, 2005 (child rearing)

Summer 2004 Program Appointments: (See Listings, Clerk's Agenda File, This Meeting)

- (1) **Transition Program • 8th Grade to 9th Grade**
- (2) **Summer Reading Camp**
- (3) **Summer Conditioning Program Supervisors**

Interscholastic Athletic Coaching Stipends • Post-Season Competition • 2003-2004

See Listing, Clerk's Agenda File, This Meeting

Interscholastic Athletic State-Qualifier Stipends • Post-Season Competition • 2003-2004

See Listing, Clerk's Agenda File, This Meeting

Additional Extra-Curricular Activity Advisors • 2003-2004

See Listing, Clerk's Agenda File, This Meeting

Extra-Duty Appointments & Designations, September 1, 2004 thru June 30, 2005

(Elementary ass't principals, secondary department chairpersons, fall, winter & spring coaches)
(Rates per collective bargaining agreement)

See Listing, Clerk's Agenda File, This Meeting

SUPPORT STAFF

Resignations:

Anita Amsler, cook manager, assigned to the middle school, effective August 1, 2004
(retirement after 34 years of service to Wayne Central School District)

Kelly Damick, teacher aide, assigned to Ontario Primary School, effective June 26, 2004
(personal reasons)

Ann Stokes, cleaner, assigned to the high school, effective June 25, 2004 (personal reasons)

Appointments:

Laurie Anderson, teacher aide (1:1) assigned to Ontario Elementary School, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$10.85 per hour

Kathleen Beck, teacher aide (1:1) assigned to Freewill Elementary School, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$10.85 per hour

Colleen Boyce, teacher aide (1:1) assigned to Ontario Elementary School, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$10.10 per hour

Julie Brewer, teacher aide (1:1) assigned to Ontario Elementary School, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$8.95 per hour

Sarah Catalano, teacher aide (1:1), assigned to the high school, a temporary civil service appointment effective September 1, 2004 through June 30, 2005, at \$8.30 per hour

Joyce-Anne Collier, teacher aide (1:1). assigned to Freewill Elementary School, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$8.30 per hour

Ellen Ebert, teacher aide (.50 FTE), (1:1) assigned to the high school (Project Show), a temporary civil service appointment effective September 3, 2004 through June 30, 2005, at \$10.85 per hour

Gail Fritz, teacher aide (1:1) assigned to the middle school, a temporary civil service appointment effective September 1, 2004 through June 30, 2005, at \$8.30 per hour

Lynne Howard, teacher aide (1:1) assigned to the middle school, a temporary civil service appointment effective September 1, 2004 through June 30, 2005, at \$8.30 per hour

Suzanne Johnson, teacher aide (.50 FTE), (1:1) assigned to the high school (Project Show), a temporary civil service appointment effective September 1, 2004 through June 30, 2005, at \$10.85 per hour

Lois Kashmer, teacher aide (1:1) assigned to Ontario Elementary School, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$9.20 per hour

Dawn Kittleson, teacher aide (1:1) assigned to Ontario Elementary School, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$8.30 per hour

Kim Kramer, teacher aide (1:1), assigned to the high school, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$8.95 per hour

Mary Ann Kritall, teacher aide (1:1) assigned to Freewill Elementary School, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$10.85 per hour

Denise Kolb, teacher aide (1:1) assigned to the middle school, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$10.10 per hour

Tracey La Placa, teacher aide (1:1) assigned to Freewill Elementary School, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$8.95 per hour

Laura Packer, teacher aide (1:1) assigned to Ontario Elementary, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$8.95 per hour

Deb Pecoraro, teacher aide (.60 FTE) (1:1) assigned to Ontario Elementary School, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$10.85 per hour

Karin Pickard, teacher aide (.50 FTE), (1:1) assigned to Project Show at the high school, a temporary civil service appointment effective September 1, 2004 through June 30, 2005, at \$10.85 per hour

Victoria Schrader, teacher aide (1:1) assigned to the middle school, a temporary civil service appointment effective September 1, 2004 through June 30, 2005, at \$8.30 per hour

Jayne VerSchage, teacher aide (1:1) assigned to the high school, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$9.85 per hour

Sandra Weis, senior typist, assigned to the high school (counseling office), a promotional civil service appointment effective October 4, 2003 at \$13.80 per hour

Lindsay Wilbert, teacher aide (1:1) assigned to the high school, a temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$10.10 per hour

Temporary Appointments • Summer, 2004

(1) Maintenance, Cleaners & Buildings & Grounds Staff

See Listing, Clerk's Agenda File, This Meeting

(2) Educational Technology Staff

See Listing, Clerk's Agenda File, This Meeting

Mr. Wyse offered a **MOTION** to approve the personnel changes as recommended by the superintendent of schools. 9 Ayes, 0 Nays, Carried.

CONSENSUS AGENDA

- (1) Receive & File Reports of the School District Treasurer (5/31/04)
- (2) Accept Gift to District (Stramonine School of Dance; Performing Arts Program)
- (3) Approve Budget Transfers
- (4) Adopt Resolution for Non-Public Health Services Contract • Brighton CSD • 2003-2004
- (5) Adopt Resolution for Non-Public Health Services Contract • E. Irondequoit CSD • 2003-04
- (6) Adopt Resolution for Non-Public Health Services Contract • Penfield CSD • 2003-2004
- (7) Award Bids for Tires & Tubes • 2004-2005 School Year
- (8) Award Bids for Bus & Vehicle Parts • 2004-2005 School Year
- (9) Award Bids for Xerographic, Personal Computer & Fine Papers • 2004-2005 School Year
- (10) Award Bids for Health & Physical Education Supplies & Equipment • 2004-05 School yr

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

Mr. Johnson offered a **MOTION**, seconded by Mrs. Brunner, to approve/adopt the consensus agenda, as recommended by the superintendent of schools, as follows:

- (1) Receive & file **reports of the school district treasurer** for the period ending May 31, 2004 (copy attached to these minutes in the minute book)
- (2) Accept a **cash gift** of \$1,200 from the Sandy Stramonine School of Dance, 3992 West Walworth Road, Macedon, NY, for use in performing arts programs in the school district
- (3) Approve **budget transfers** pursuant to Policy 5330 (copy attached to these minutes in the minute book)
- (4) Adopt a **RESOLUTION** to approve a **contract for health services** for students at non-public schools, **TO WIT:**

**RESOLUTION FOR HEALTH SERVICES CONTRACT
WITH BRIGHTON CENTRAL SCHOOL DISTRICT
(Non-Public School Pupils, 2003-2004)**

RESOLVED, that the Board of Education of Wayne Central School District hereby approves a contract with the Board of Education of the Brighton Central School District for health service charges, pursuant to §912 of the State Education Law, for pupils at non-public schools in the 2003-2004 school year, and authorize the President and Clerk of the Board of Education to execute said contract, pending approval of same by the superintendent of schools (copy of contract filed in clerk's files)

- (5) Adopt a **RESOLUTION** to approve a **contract for health services** for students at non-public schools, **TO WIT:**

**RESOLUTION FOR HEALTH SERVICES CONTRACT
WITH EAST IRONDEQUOIT CENTRAL SCHOOL DISTRICT
(Non-Public School Pupils, 2003-2004)**

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

- (6) Adopt a **RESOLUTION** to approve a **contract for health services** for students at non-public schools, **TO WIT:**

**RESOLUTION FOR HEALTH SERVICES CONTRACT
WITH PENFIELD CENTRAL SCHOOL DISTRICT
(Non-Public School Pupils, 2003-2004)**

RESOLVED, that the Board of Education of Wayne Central School District hereby approves a contract with the Board of Education of the Penfield Central School District for health service charges, pursuant to §912 of the State Education Law, for pupils at non-public schools in the 2003-2004 school year, and authorize the President and Clerk of the Board of Education to execute said contract, pending approval of same by the superintendent of schools (copy of contract filed in clerk's files)

- (7) Award **bids for tires & tubes** to Tallmadge Tire Service, 1285 Route 318, Waterloo, NY 13165, the lowest responsible bidder, in a total amount of \$19,816.26 for the 2004-2005 school year (copy of bids in clerk's files)

- (8) Award **bids for bus & vehicle parts** to Hoselton Chevrolet, 909 Fairport Road, Fairport, NY 14450, the lowest responsible bidder, for the 2004-2005 school year (copy of bids in clerk's files)

- (9) Award **bids for xerographic, personal computer & fine papers** for the 2004-2005 School Year to the lowest responsible bidders, multiple bid award, in a joint bid administered by W-F.L. B.O.C.E.S., in a total amount of \$35,475.95 based on estimated quantities (copy of bids in clerk's files)

- (10) Award **bids for health & physical education supplies & equipment** for the 2004-2005 school year to the lowest responsible bidders, multiple bid award (copy of bids in clerk's files)

By **consensus**, trustees asked that the school district forward a letter of thanks to Mrs. Stramonine.

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

A. XXI. ADDITIONAL PUBLIC COMMENT - None

XXII. ADDITIONAL BOARD MEMBER COMMENTS

- A. Mr. Griswold noted suggestions in prior years that the school district seek opportunities for **recognition and presentations about our achievements by our students** at regional and state venues. He suggested that this effort continue in the 2004-2005 school year.
- B. Mr. Wyse suggested that the Board of Education consider submitting a nominee for recognition as **Teacher of the Year** at the state and national level.
- C. Mr. Griswold noted the value of the **photo directory of staff members** that was provided to the Board of Education and encouraged publication of that document for the 2004-2005 school year. Mr. Havens noted he would include photos of school board members so staff members will recognize them as well.
- D. Mr. Griswold stated that he was pleased and heartened by the photos of work underway for the **lift at Ontario Elementary School** during the capital project report this evening and noted the value this unit will have for all persons using Ontario Elementary School in the future. He added that students and others who have attended the school in the past would never realize what they missed with the absence of the unit during their years in the building.
- E. Mr. Griswold noted that at times such as this evening's discussion on capital projects from prior years, he is reminded of the **importance to the school district** of persons such as Mr. Davis and Mr. Switzer and others who have extensive service to the school district and who serve as resources for the school district in many ways.
- F. Mrs. Lyke stated that she feels we are fortunate that the majority of *discussions* and agenda items this evening were **related to student-related issues** and noted that not all school boards have that distinction.
- G. Mr. Robusto noted receipt of many comments from persons who work or reside in school districts in Monroe County who are complimentary about the **many exceptional and excellent programs** and features of our school district (e.g. model schools, science Olympiad awards).
- H. Mr. Ratcliffe related conversations he has had with teachers from other school districts who consider our school district as one that others view as a **leader and model district**.
- I. Mr. Johnson **complimented district and building personnel** on having staff vacancies filled for 2004-2005 at this early date.

XXIII. ADJOURNMENT

Mrs. Brunner offered a **MOTION** to adjourn the meeting at 9:25.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

August 19, 2004

School District Clerk

JES/jes:wp

WAYNE CENTRAL SCHOOL DISTRICT

To: Board of Education

From: Michael Havens, Superintendent of Schools
(Prepared by Mark D. Callahan, Director of Human Resources)

Re: Personnel Action

Date: August 19, 2004

The following appointments are being submitted for your approval.

ADMINISTRATIVE STAFF

❖ **Informational Item:**

Mark Macmillan, Social Studies Teacher, has been placed on special assignment as an administrative intern assigned to the James A. Beneway High School. *Temporary replacement for Holly Armitage (childrearing LOA).*

INSTRUCTIONAL STAFF

❖ **Correction to Previous Staffing Resolution:**

Colleen Meagher, Kindergarten Teacher, assigned to the Ontario Primary School, *a continuation of her three year probationary appointment effective September 1, 2003 through August 31, 2006.* Part-time Kindergarten teachers are provided full probationary status, unlike part-time appointments in other certification and subject areas.

❖ **Tenure Recommendation:** None

❖ **Resignations:**

Jennifer Vaccarella, Art Teacher, assigned to the James A. Beneway High School, effective July 31, 2004. *For personal reasons.*

❖ **Leave of Absence:** None

❖ **Appointments**

James Adamo, ELA Coach, assigned to Ontario Elementary and Freewill Elementary Schools, a re-assignment effective September 1, 2004 at contractual salary. *New position.*

Gary Cooley, (.6 FTE) Reading Teacher, assigned to the Ontario Elementary School, a part-time appointment effective September 1, 2004 to be compensated at the maximum allowable rate provided under Section 212 of the Retirement and Social Security Law due to Mr. Cooley's retirement status. That rate is currently \$27,500 annual. *Replacement for Barbara Boyce (retirement).*

James Herendeen, Vocal Music Teacher, assigned to the Ontario Elementary School, a two year probationary appointment effective September 1, 2004 through August 31, 2007 at \$48,135 (base + MS), credited with 15 years of experience. *Replacement for Jay Crofford (resignation).*

Shari Hurny, Elementary Education Teacher, assigned to the Ontario Elementary School, a two year probationary appointment effective September 1, 2004 through August 31, 2007 at \$36,140 (base + MS), credited with one year of experience. *Replacement for James Adamo (new assignment).*

Justin Marino, Social Studies Teacher, assigned to the James A. Beneway High School, a two month temporary appointment effective September 1, 2004 through October 31, 2004 at \$34,250 pro-rated. *Temporary replacement for Mark Macmillan (administrative internship).*

Erica Staab, Elementary Education Teacher, assigned to the Ontario Elementary School, a one year temporary appointment effective September 1, 2004 through June 30, 2005 at \$34,250. *Temporary replacement for Megan Zipprich (child rearing LOA).*

Rosamaria Visconti-Goebel, Elementary Education Teacher, assigned to the Ontario Elementary School, a five month temporary appointment effective September 1, 2004 through January 31, 2005 at \$36,140 pro-rated. *Temporary replacement for Julie Geesler (child rearing LOA).*

The Superintendent recommends the following annual appointments of Assistant Principals, K-12 Advisors, Musical Positions and Coaches for 2004-2005. These appointments will be effective September 1, 2004 through June 30, 2005, at contractual rates.

Elementary Assistant Principals: rate - \$1,746

James Herendeen Ontario Elementary

K-12 Advisors: rate - \$1,746 plus \$165 for each supervised teacher

<u>Name</u>	<u>Department</u>	<u>Rate</u>
Patrice Ott	Art	\$2,901
Sarah Moran	Music	\$3,396
TBD	Media	

Musical Positions:

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Judy Porray	Drama Director	\$1,699
Michael Lester	Instrumental Director	\$1,699
James Herendeen	Vocal Music Director	\$1,699
James Herendeen	Accompanist	\$ 565

Coaches:

Fall 2004

Name	Team	Step	WCS Years	Level	Incentive	Salary
MJ Hoffman	Girls Modified Volleyball	22	20	G	Yes	3593
Sandy Bueso	Boys JV Volleyball	1	1	E	No	2457
Julie Shapiro	Girls JV Tennis	1	1	G	No	1879
Allen Balcaen	Asst. Varsity Football	5	1	E	No	2746

SUPPORT STAFF

❖ **Resignations:** None

❖ **Appointments**

Laurie Bernard, Teacher Aide (1.0 FTE) assigned to the Ontario Primary School, a six month temporary Civil Service appointment effective September 1, 2004 through February 28, 2005, at \$8.05/hr. *New full day Kindergarten position.*

Luciana Chevez, Teacher Aide (1.0 FTE) assigned to the Ontario Primary School, a six month temporary Civil Service appointment effective September 1, 2004 through February 28, 2005, at \$8.05/hr. *Replacement for Kelly Demick (resignation).*

Mary DeWolf, 1:1 Teacher Aide (1.0 FTE) assigned to the Thomas C. Armstrong Middle School, a one year temporary Civil Service appointment effective September 1, 2004 through June 30, 2005, at \$8.05/hr. *Replacement for Alicia VanVliet (temporary appointment).*

Scott Fox, Cleaner, assigned to the James A. Beneway High School, a six month temporary Civil Service appointment effective September 1, 2004 through February 28, 2005, at \$8.50/hr. *New position (reinstated from previous budget cut).*

Patricia Gommenginger, 1:1 Teacher Aide (1.0 FTE) assigned to the James A. Beneway High School, a one year temporary Civil Service appointment effective September 1, 2004 through June 30, 2005, at \$8.05/hr. *Replacement for Rachel Ford (temporary appointment).*

Patricia Hecht, Teacher Aide (1.0 FTE) assigned to the Ontario Primary School, a six month temporary Civil Service appointment effective September 1, 2004 through February 28, 2005, at \$8.05/hr. *New full day Kindergarten position.*

Terry Shulla, Cleaner, assigned to the James A. Beneway High School, a six month temporary Civil Service appointment effective September 1, 2004 through February 28, 2005, at \$8.50/hr.

Replacement for Ann Stokes (resignation).

WAYNE CENTRAL SCHOOL DISTRICT
Ontario Center, New York

TO: Board of Education
FROM: Michael Havens
RE: Consensus Agenda
DATE: August 19, 2004

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

1. Approve [Energy](#) Audit
2. Alternate [Tax](#) Apportionment Method
3. Adopt Tax Levey - Ginna [Assessment](#)
4. Award [BOCES](#) Cooperative Bid
5. Award Technology and [Art](#) Bid
6. Award [Computer](#) Supplies Bid
7. Adopt School [Lunch](#) Prices
8. Approve Change [Order](#) CO-1
9. Approve FLCC Gemini Course Offering Contract
10. Approve American Red Cross Emergency Sheltering Agreement

To: Michael Havens, Superintendent of Schools
From: Gregory Atseff, Assistant Superintendent of Business
Date: August 12, 2004
Re: Energy Audit

On April 30, 2004 Requests for Proposals were sent to Carrier Corporation, Johnson Controls, Siemens Building Technologies, and Atlantic Energy. Of these four companies, Atlantic Energy and Carrier Corporation submitted proposals.

Mr. Havens, Mr. Atseff, and Mr. Davis reviewed the proposals and held additional meetings with the providers. After discussions with the providers and further review of the proposals, the recommendation from this group is to name Atlantic Energy as the ESCO (Energy Saving Company).

I recommend we request authorization from the Board of Education to move forward with the detailed energy audit, provided by Atlantic Energy.

To: Michael Havens, Superintendent of Schools
From: Gregory Atseff, Assistant Superintendent of Business
Date: August 11, 2004
Re: Alternate Tax Apportionment Method

Real Property Tax Law 1316, allows the use of an alternate tax apportionment method for apportioning taxes in school districts that contain a designated large property. The GINNA property meets the criteria for a designated large property.

Under the traditional tax apportionment method (Real Property Tax Law 1314), when an assessing unit contains a very sizable commercial, industrial or other property which in the opinion of ORPS is significantly over-assessed or under-assessed, it may lead to disparities in the apportionment of school district taxes. The basic objective of RPTL 1316 is to give school districts the ability to eliminate these disparities among non-large properties, so that comparable properties within the school district will pay similar amounts in school taxes. The use of RPTL 1316 will not impact the amount of taxes paid by the owner of the large property. The owner of the large property will pay the same tax under this option as when taxes are apportioned in the traditional manner.

I recommend that the district use this alternate tax apportionment method for the levy of school taxes for the 2004/2005 school year. Please present the following resolution to the Board of Education at their meeting on August 19, 2004:

Resolution

Resolved; that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves using Real Property Tax Law Section 1316, for the apportionment of school district taxes for the 2004/2005 school year.

To: Michael Havens, Superintendent of Schools
From: Gregory Atseff, Assistant Superintendent of Business
Date: July 16, 2004
Re: GINNA Assessment

With the unsettled nature of GINNA's assessment, it is critical for the district to protect its financial future. Through long range planning, we have been able to bring the district back to a strong financial position. As we look to set our tax rate for the 2004/2005 school year, we must continue down this proactive path. When we established our estimated tax rate during the budget process for 04/05, we conservatively did not include any increase for GINNA. When you look at the formula for setting the tax rate, the district must act now to be able to set aside funds to protect ourselves for the GINNA uncertainty. If we do not increase our levy from the \$19,379,085 estimated at budget time, the assessment increase for GINNA will be negated by a lower tax rate. The way to use the assessment increase to protect the district's financial future, is to increase our tax levy, and set aside the additional money this will generate in a reserve account, until the GINNA situation is resolved. GINNA will be taxed at the higher assessment level for 2004/2005, but could be entitled to a refund at some time in the future when this issue gets resolved. The process I have described above, will ensure the district has the funds set aside, if we are required through a court decision to refund GINNA, because they were over assessed.

Please let me know if you need any additional information.

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: August 19, 2004
RE: Resolutions to Adopt Tax Levy

Commented [DB1]: Page: 32

Also need to do Tax Warrant Sheet - Large Sheet in Files. This needs to be signed by the board. EMAIL JIM SWITZER A COPY OF THE RESOLUTION FOR HIS BOARD MINUTES

Recommend that the Board of Education at their regular meeting to be held on August 19, 2004, approve the Resolutions to adopt the tax levy.

WAYNE CENTRAL SCHOOL DISTRICT
ONTARIO CENTER, NEW YORK
RESOLUTION FOR LEVY OF 2004-2005 SCHOOL TAXES

WHEREAS, the amount authorized to be raised for school tax purposes for the 2004-2005 school year, for the current school year's budget, is a sum not to exceed \$23,540,000.00.

THEREFORE, BE IT RESOLVED, that the Board of Education set and fix the equalized school tax rates for 2004-2005 by towns and confirm the extension of said taxes as they appear on the tax rolls of the component townships (see attached worksheet).

AND, BE IT FURTHER RESOLVED, that the school tax warrant of the Board of Education, duly signed, shall be affixed to the 2004-2005 school tax rolls authorizing the collection of said school taxes begin on Wednesday, September 1, 2004 with an effective period of said school tax warrant of 61 days, at the expiration of which the school tax collector shall make an accounting, in writing, to the Clerk of the Board of Education of the amount of paid and unpaid school taxes,

AND, BE IT FURTHER RESOLVED, that Helen Jensen, School Tax Collector for the Wayne Central School District, be, and hereby is authorized and directed to give legal notice and to start collection of school taxes, beginning Wednesday, September 1, 2004, in accordance with provisions of law, and to give notice that school tax collection will conclude on Friday, October 31, 2004, and to collect school taxes in the amount of \$23,540,000.00 as set by the attached school tax warrant;

AND, BE IT FURTHER RESOLVED, that delinquent school tax penalties shall be fixed as follows:

- 2 per cent, payments made from October 1 to October 31, 2004
- 2 per cent, plus additional penalty, from October 31, 2004, on, as levied by the county treasurer in the re-levy in town/county taxes

AND, BE IT FURTHER RESOLVED, that the 2004-2005 school taxes will be collected at the District Office of the Wayne Central School District, 6200 Ontario Center Road, Ontario Center, NY 14520, from **September 1 to October 31, 2004**. No taxes received or postmarked after October 31, 2004, shall be accepted by the school tax collector.

/db

Attachments:
Tax Rate Worksheet

Commented [WCSD2]: Page: 32

NOTE: (taken out 2004)

1. It is necessary to note that changes in equalization rates or assessments may occur before tax bills are printed. If this does occur, then tax rates will be adjusted to reflect these changes. The amount of the tax levy will not be affected. If tax rates are changed, the Board of Education will be advised of the new tax rates.

2. After the Board of Education has adopted a tax levy for 2003-2004, it will be necessary for them to sign the Tax Warrant that authorizes the Tax Collector to collect taxes in total sum of the tax levy and publish notice in accordance with Real Property Tax Law Section 1322, 1338.

8/11/2004

Example of School Tax Apportionment Using the Provisions of RPTL 1316

The school district is located in six towns. Towns A, B, C, D, E and F.
 There is a designated large property in Town B.
 The assessed value of the large property is \$401,470,143.
 The State equalization rate for Town B is 118.88 and the apportionment rate for Town B is 100.00.

Steps 1 & 2 - Apportion taxes using State equalization rates and determine the tax rate for the town with the Large Property

Municipality	Assessed Value	Eq. Rate	Full Value	Levy	Tax Rate per 1,000
Town A - Macedon	3,584,357	100.00	3,584,357	84,238	
Town B - Ontario	906,623,275	118.88	762,637,344	17,923,105	19.77
Town C - Penfield	2,170,664	95.00	2,284,909	53,699	
Town D - Walworth	214,164,232	100.00	214,164,232	5,033,176	
Town E - Webster	3,418,050	100.00	3,418,050	80,329	
Town F - Williamson	15,550,207	100.00	15,550,207	365,453	
Total			1,001,639,100	23,540,000	

Step 3 - Determine the tax for the Large Property using the tax rate developed in the previous step

Property Owner & Municipality	Taxable AV *	Tax Rate	= Taxes
Large Property in Town B	401,470,143	19.77	7,936,694

Steps 4 & 5 - Subtract the tax for the Large Property from the levy and apportion the remaining levy using an apportionment rate for Town B
 The apportionment rate is determined by removing the assessed value and full value of the large property from the town-wide totals.
 The apportionment rate for Town B in this example is 100.00

WAYNE CENTRAL SCHOOL DISTRICT
 TAX RATES 2004/2005

12-Aug-04

SALES TAX CREDIT	979649.00
TAX LEVY	15603306.00
TOTAL TAXES TO BE RAISED	16582955.00

TOWN	EQUALIZATION RATE	ASSESSED VALUATION	TRUE VALUATION	PERCENT TRUE VALUE	TOTAL TAXES TO BE RAISED	LESS SALES TAX CREDIT	TAX LEVY PER TOWN	TAX RATE PER \$1000
MACEDON	1.0000	3584357	3584357	0.48%	79874.81	4739.68	75135.13	20.961954
ONTARIO	1.0000	505153132	505153132	67.88%	11258973.24	667976.31	10588996.93	20.961954
PENFIELD	0.9500	2170664	2284909	0.31%	50917.56	1272.47	49645.08	22.870921
WALWORTH	1.0000	214164232	214164232	28.78%	4772495.46	283194.59	4489300.87	20.961954
WEBSTER	1.0000	3418050	3418050	0.46%	76168.78	1903.53	74265.25	21.727375
WILLIAMSON	1.0000	15550207	15550207	2.09%	346525.15	20562.42	325962.73	20.961954
	XXXXXX	744040642	744154887	100.00%	16582955.00	979649.00	15603306.00	XXXXXXX

WAYNE COUNTY - SALES TAX CREDIT: 976473.00

TOWN	EQUALIZATION RATE	ASSESSED VALUATION	TRUE VALUATION	PERCENT TRUE VALUE	SALES TAX CREDIT	TAX RATE PER \$1000
MACEDON	1.0000	3584357	3584357	0.49%	4739.68	1.322324
ONTARIO	1.0000	505153132	505153132	68.41%	667976.31	1.322324
WALWORTH	1.0000	214164232	214164232	29.00%	283194.59	1.322324
WILLIAMSON	1.0000	15550207	15550207	2.11%	20562.42	1.322324
	XXXXXX	738451928	738451928	100.00%	976473.00	XXXXXXX

MONROE COUNTY - SALES TAX CREDIT: 3176.00

TOWN	EQUALIZATION RATE	ASSESSED VALUATION	TRUE VALUATION	PERCENT TRUE VALUE	SALES TAX CREDIT	TAX RATE PER \$1000
PENFIELD	0.9500	2170664	2284909	40.07%	1272.47	0.586215
WEBSTER	1.0000	3418050	3418050	59.93%	1903.53	0.556904
	XXXXXX	5588714	5702959	100.00%	3176.00	XXXXXXX

COMPARATIVE TAX RATES:

TOWN	RATE ON ASSESSED VALUATION 2003-04	RATE ON ASSESSED VALUATION 2004-05	INCREASE/DECREASE AMOUNT (\$/1000)	INCREASE/DECREASE PERCENT (%)
MACEDON	20.65	20.96	0.31	1.51%
ONTARIO	20.65	20.96	0.31	1.51%
PENFIELD	20.29	22.87	2.58	12.72%
WALWORTH	20.65	20.96	0.31	1.51%
WEBSTER	20.92	21.73	0.81	3.86%
WILLIAMSON	22.20	20.96	-1.24	-5.58%

TAX LEVY COMPARISON:

2004/05 TAX LEVY	23580000.00
2003/04 TAX LEVY	17340000.00
INCREASE/DECREASE (\$)	6240000.00
INCREASE/DECREASE (%)	35.99%

COMPARISON OF TRUE VALUE:

2004/05 TAX RATE ON TRUE VALUE	20.97
2003/04 TAX RATE ON TRUE VALUE	20.65
INCREASE/DECREASE (\$)	0.32
INCREASE/DECREASE (%)	1.54%

ESTIMATED COST TO AVERAGE HOMEOWNER:

TOWN	AVERAGE ASSESSMENT	TAX RATE INC./DEC. PER \$1000	INC./DEC. COST TO AVE. HOMEOWNER	INC./DEC. PERCENT
MACEDON	126996	0.31	39.31	1.51%
ONTARIO	130583	0.31	40.73	1.51%
PENFIELD	126489	2.58	326.46	12.72%
WALWORTH	112333	0.31	35.04	1.51%
WEBSTER	97859	0.81	78.85	3.86%
WILLIAMSON	95776	-1.24	-118.58	-5.58%

LIBRARY TAX FOR ONTARIO & WALWORTH

TOWN	ASSESSED VALUATION	LIBRARY TAX	TAX RATE PER \$1000
ONTARIO	505153132	5000	0.009896
WALWORTH	214164232	5000	0.023347

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: August 19, 2004
RE: BOCES Cooperative Bids

Wayne Central School District participates in a cooperative bid with the schools in the Wayne-Finger Lakes BOCES area for Various Commodities and/or Services. I recommend that we accept the recommendation of the Wayne-Finger Lakes BOCES to award the bids to the lowest bidders as stated below.

ICE CREAM & ICE CREAM PRODUCTS

The BOCES Cooperative Bid contract for Ice Cream and Ice Cream Products has been awarded to Perry's Ice Cream Co, One Ice Cream Plaza, Akron, NY 14001, for the period of August 1, 2004 to July 31, 2005.

CAFETERIA PAPER PRODUCTS

The BOCES Cooperative Bid for Cafeteria Paper Products that was awarded to Palmer Distributing Co., 100 Hoffman Street, Newark, NY 14513, and Sofco, 202 Daniel Zenker Dr., Big Flats, NY 14814, for the 2003-2004 school year has been extended to July 31, 2005.

BREAD & BREAD PRODUCTS

The BOCES Cooperative Bid for Bread and Bread Products that was awarded to Freihofer Sales Co., Inc. 522 Washington Ave. Albany, NY 12203, for the 2003-2004 school year has been extended to July 31, 2005.

/db

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: August 19, 2004
RE: Technology/Art 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 Technology and Art Supplies and Equipment for use by the school district.

Sealed bids were received and opened publicly on Thursday, June 10, 2004 at 1:00 p.m. at the district administrative offices.

Bids were advertised to be evaluated on either an item-by-item basis or total basis, whichever best suited the district. Prices submitted are to be f.o.b. Wayne Central School District. Where indicated, the vendor responded to a request for a discount for non-bid items purchased during the school year.

The lowest responsible bidders are identified as follows:

Vendor	Discount	Bid Total
1. Nasco 901 Janesville Ave., PO 901 Fort Atkinson, WI 53538-0901	5-20%	379.89
2. Rochester Ceramics 102 Commercial St. Webster, NY 14617	40% - tools 25% - paint	281.05
3. Valley Litho Supply Co. 1047 Haugen Ave. Rice Lake, WI 54868	10%	329.30
4. Freestyle 5124 Sunset Blvd Los Angeles, CA 90027		226.16
5. HPI International, Inc. 186-188 21st Street Brooklyn, NY 11232		1,410.39
6. Chase Pitkin 900 Holt Road Webster, NY 14580	1%	626.66
7. IASCO 5724 West 36 th St. Minneapolis, MN 55416	5%	43.10
8. Jackson Saw & Knife Co. 517 State Street Rochester, NY 14608		147.36
9. Kelvin Electronics 280 Adams Blvd.		296.40

Vendor	Discount	Bid Total
Farmingdale, NY 11735		
10. Metco		625.77
81 Kiski Ave.		
Leechburg, PA 15656		
11. Midwest Technology Products		768.14
PO Box 3717		
Soux City, IA 51102		
12. Paxton-Patterson	10%	304.23
5719 W. 65 th St.		
Chicago, IL 60638		
13. Pitsco, Inc.		608.00
Box 1708		
Pittsburg, KS 66762		
14. SATCO Supply		131.76
441 Old Highway 8 NW, Suite 202		
St. Paul, MN 55112		
15. Sax Arts & Carfts	15%	1,083.03
PO Box 51710		
New Berlin, WI 53151		
16. Secor Hardware		2,023.40
6260 Furnace Rd.		
Ontario, NY 14519		
17. Williamson Hardware, Inc.	10%	308.77
PO Box 163		
Williamson, NY 14589		
Total		\$9,593.41

The following companies were not awarded any items but have offered a discount during the school year:

Modern School Supply	10%	0
PO Box 958		
Hartford, CT 06143		
Wright Image Camera & Video	5%	0
3333 W. Henrietta Rd.		
Rochester, NY 14623		

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

/db

Attachment

ART/TECHNOLOGY BID
2004

Art Vendors

Dick Blick
Ms.Kelly Cramer
PO Box 1267
Galesburgh, IL 61402

Modern School Supply
PO Box 958
Hartford, CT 06143

Nasco
901 Janesville Ave, PO 901
Fort Atkinson, WI 53538-
0901

Rochester Ceramics
102 Commercial St.
Webster, NY 14617

School Specialty
Mr. Jack McCranels
100 Paragon Parkway
Mansfield, OH 44903

Seeley's
118 Commerce Rd, PO Box
669
Oneonta, NY 13820-0669

Sheffield Pottery, Inc.
U.S. Route 7, PO 399
Sheffield, MA 01257-0399

The Art Store, Commercial
Art Supply
3333 W. Henrietta Rd, South
Town Plaza
Rochester, NY 14623

Valley Litho Supply Co.
1047 Haugen Ave.
Rice Lake, WI 54868

Photography Vendors

Freestyle
5124 Sunset Blvd
Los Angeles, CA 90027

HPI International, Inc.
186-188 21st Street
Brooklyn, NY 11232

Porter's Camera Stores Inc.
Box 628
Cedar Falls, IO 50613

Rowe Professional
Photographers, Inc.
1737 Mt. Hope Ave.
Rochester, NY 14620-4595

Scott's Photo
1755 East Ave.
Rochester, NY 14610

Wright Image Camera &
Video
3333 W. Henrietta Rd.
Rochester, NY 14623

Technology Vendors
Brodhead Garrett
100 Paragon Pkwy
Mansfield, OH 44905

Chase Pitkin
Mr. Russ Smith
900 Holt Road
Webster, NY 14580

Cook Iron
Matt Kurtz
PO Box 31237
Rochester, NY 14603

IASCO

5724 West 36th St.
Minneapolis, MN 55416

Jackson Saw & Knife Co.
517 State Street
Rochester, NY 14608

Kelvin Electronics
280 Adams Blvd.
Farmingdale, NY 11735

Metco
81 Kiski Avenue
Leechburg, PA 15656

Midwest Technology
Products
PO Box 3717
Soux City, IA 51102

Paxton-Patterson
5719 W. 65th St.
Chicago, IL 60638

Pitsco, Inc.
Box 1708
Pittsburg, KS 66762

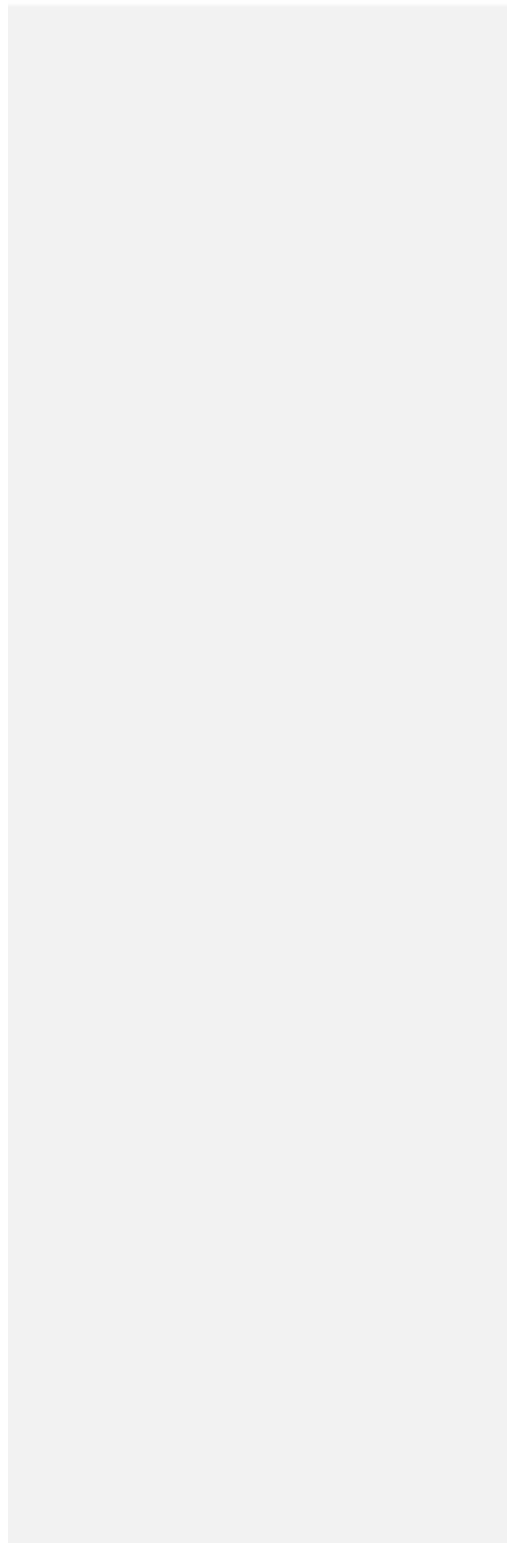
SATCO Supply
441 Old Highway 8 NW,
Suite 202
St. Paul, MN 55112

Sax Arts & Crafts
Contract Sales
PO 51710
New Berlin, WI 53151

Secor Hardware
Mr. John Robert
6260 Furnace Rd.
Ontario, NY 14519

Williamson Hardware, Inc.

PO Box 163
Williamson, NY 14589



TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: August 19, 2004
RE: Computer Supplies

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 Computer Supplies.

Sealed bids were received and opened publicly on Tuesday, August 3, 2004, at 1:00 p.m. at the district administrative offices.

Bids were advertised to be evaluated on either an item-by-item basis or total basis, whichever best suited the district. Prices submitted are to be f.o.b.

The lowest responsible bidders are identified as follows:

Vendor	Bid Award
: American Toner Products Route 17M, Box 597 Harriman, NY 10926	\$1,130.85
: Best Computr Supplies 895 East Patriot Blvd. #110 Reno, NV 89511	1,505.40
: CDW-G 2 Enterprise Dr., Suite 404 Shelton, CT 06484	2,848.45
: Point-N-Click 320 N. Washington St. Rochester, NY 14625	14,452.07
: Sentry Business Products 3910 Niagara Falls Blvd. North Tonawanda, NY 14120	757.11
Total	\$20,693.88

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

/db

Attachment

COMPUTER SUPPLY BID
AUGUST 3, 2004

American Toner Products
Mr. Zalmen Soffer
Rout 17m, Box 597
Harriman, NY 10926

Best Computer Supplies
Ms. Sandy Bishop
895 East Patriot Blvd., 110
Reno, NV 89511

CDW-G
Mr. Vince Gomez
200 N. Milwaukee Ave.
Vernon Hills, IL 60061

Creative Merchandise
192 Hewes Street
Brooklyn, NY 11211

Dartek Computer Supply Corp.
Ms. Betty Clark
175 Ambassador Dr.
Naperville, IL 60540

Point-N-Click
Mr. Scott Provvidenza
320 N. Washington St.
Rochester, NY 14625

Rhinotek
Mr. David Robbinsl
2301 East Delamo Blvd
Carson, CA 90220

SDF Professional Computer, Inc.
813 South Evans Street
Greenville, NC 27834-3267

Sentry Business Products
3910 Niagara Falls Blvd.
North Tonawanda, NY 14120

Valiant I.M.C.

55 Ruta Ct., PO Box 3171
S. Hackensack, NJ 07606

Att. 7

To: Michael Havens, Superintendent of Schools
Fr: Gregory Atseff, Assistant Superintendent for Business
Date: August 11, 2004
Re: School Lunch Prices

Currently the cost for a school breakfast and lunch for our students are:

Breakfast - \$.75 (full price), \$.25 (Reduced)

Lunch - \$1.60 (full price), \$.25 (Reduced)

It is my recommendation that these prices remain the same for the 2004/2005 school year.

The school lunch program had an operating gain of approximately \$80,000 for the 2003/2004 school year (please note this amount is unaudited). Nique Wilson, our school lunch director, has done an outstanding job in returning the program to a position of generating a profit.

At this time, we are estimating the fund balance at year-end in the school lunch fund will be approximately \$141,000. We have a quality school lunch program. I feel that we can maintain that same level of quality at the current price levels, while keeping the school lunch fund in good financial shape.

Please let me know if you have any questions, or need additional information.

Att. 8

To: Michael Havens, Superintendent of Schools
From: Gregory Atseff, Assistant Superintendent for Business
Date: August 11, 2004
Re: Change Order CO-1

Attached is a copy of Change Order CO-1, from Landry Mechanical. This change order is for the cost to repair the water leak under the slab at Ontario Primary School.

Please present the following resolution to the Board of Education at their meeting on August 19, 2004:

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-1 for \$20,757.00.