

WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA



DATE: June 12, 2002
TIME: 6:30 p.m.
PLACE: District Office Board Room

- 6:30 Call to Order
Executive Session
- 7:30 Pledge of Allegiance
- 7:35 Approval of Agenda/Approval of [MINUTES](#) Att. 1
- 7:40 Public Comment
- 7:45 Board Member Comments
- 7:50 Board President's Comments
- 7:55 Action Item Report
- 8:00 Superintendent's Report
1. Girl Scout HS Library Donation
 2. Social Studies Textbook Presentation – John DonVito
 3. Freewill Program – Reach for the Stars
 4. Fiscal Advisors
 5. Building Project
 6. Student Questions
- 9:00 Break
- 9:10 Items for Board Action:
1. [Personnel](#) Action Att. 2
 2. [Consensus](#) Agenda Att. 3
 1. Approve 2002-2003 Board [Meeting](#) Calendar
 2. [Budget](#) Transfers
 3. [Gifts](#) to the District
 4. Award [Bid](#)
 5. [Health](#) Contracts
 3. Refunding Bond Resolution Att. 4
- 9:20 Policy - [FIRST](#) Readings Att. 5
- 9:25 Public Comment/Board Comments
- 9:30 Adjournment

Next Meeting: June 26, 2002 7:30 p.m. District Office Board Room

District Mission Statement

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

WAYNE CENTRAL SCHOOL DISTRICT
Ontario Center, New York 14520

BOARD OF EDUCATION MINUTES
APPROVED

UNOFFICIAL UNTIL

DATE: Wednesday, May 29, 2002
TYPE: Regular Business Meeting

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

PRESENT: Trustees Anderson, Brunner (arrived @ 7:20 p.m), Griswold (arrived @ 7:05 p.m.), Johnson, Lyke, Ratcliffe, Robusto, Triou, Wyse; District Clerk Switzer; Administrators Havens, Shaffer, La Ruche, Saxby, Woodard, Atseff, Spring, Pearles, Blankenberg

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

I. **CALL TO ORDER:** 7:00 p.m. by Mark A. Wyse, School Board President

Mr. Wyse welcomed trustee-elect Mrs. Jo-Onna Diller who was present in the audience.

II. **EXECUTIVE SESSION** (Personnel)

Mr. Triou offered a **MOTION** to adjourn the meeting, at 7:02 p.m., for an executive session on personnel matters pertaining to specific persons. 7 Ayes, 0 Nays, 2 Absent (Mrs. Brunner, Mr. Griswold), Carried

(Mr. Griswold entered the meeting @ 7:05 p.m.) (Mrs. Brunner entered the meeting @ 7:20 p.m.)

III. **RECONVENE:** 8:00 p.m.

IV. **RECESS:** 8:01 p.m.

V. **RECONVENE** 8:10 p.m.

Mr. Wyse apologized to the public for the delay in starting the business meeting due to the length of the executive session called at that start of the meeting.

VI. PLEDGE OF ALLEGIANCE

VII. **APPROVAL OF AGENDA & MINUTES** (May 14, 20 & 21, 2002)

Mrs. Lyke offered a **MOTION** to approve the agenda for this evening's meeting. Mr. Wyse noted a request from a trustee for consideration of an executive session prior to adjournment and that the agenda item to certify the vote is fulfilled by approval of the minutes of the annual district meeting. On the question, the agenda was approved, as revised, by a vote of 9 Ayes, 0 Nays, Carried.

Mrs. Lyke offered a **MOTION** to approve the minutes of the meetings of May 14th (business meeting), May 20th (joint town-school boards' meeting) and May 21st (annual school election), 2002 as presented. 9 Ayes, 0 Nays, Carried.

A. VIII. PUBLIC COMMENT

Mr. Wyse noted that the Board of Education recognizes its responsibility to hear and respond to public comment, and therefore encourages public participation at school board meetings. A reasonable period of time, not to exceed thirty (30) minutes, may be set aside at school board meetings for public comment. 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. Cathy Contino, 2754 Daansen Road, Palmyra, spoke as president of Wayne Teachers' Association to encourage the Board of Education to seriously consider the retirement incentive plan recently enacted by the NYS Legislature and signed by the Governor. She stated that the plan is beneficial for the long-term financial well being of the school district.
- B. Kathy Emison, 3696 Main Street, Walworth, spoke as the retirement delegate for the Wayne Teachers' Association about the savings that would accrue if the school board adopted the retirement incentive. She noted that the school district has a long history of accepting retirement incentives and recognizing the careers of long-term employees. She cited benefits such as reduced costs for salaries if long-term employees retire and the retirees who return as substitute teachers or mentors for new teachers.

IX. BOARD MEMBER COMMENTS

- A. Mr. Anderson suggested that trustees forego any recognition of his **retirement** as a school trustee on June 30, 2002 and instead direct funds to purchase of new **textbooks** for Ontario Elementary School. He displayed a fourth grade social studies textbook in poor condition with a 1985 copyright date from his daughter's class.
- B. Mr. Johnson extended **thanks to the community** for its support of the proposed budget and renewal of the school bus purchase reserve fund and for their support of his and Mr. Ratcliffe's bid for re-election and Mrs. Diller's election. He feels that the margin of votes on the budget and reserve fund illustrate public confidence in the school district and in the school board to do its job.
- C. Mrs. Brunner presented a copy of the **high school's 2002 yearbook** that she accepted on behalf of the school board at recent dedication ceremonies. She noted the five (5) deceased members of the Class of 2002 who were recognized in the yearbook.

X. BOARD PRESIDENT'S COMMENTS

- A. Mr. Wyse encouraged trustees to attend the **annual meeting of the Four County School Boards Association** on June 6th; former trustee and school board president Mrs. Jeanne Durfee will begin her term as association president at that meeting.
- B. Mr. Wyse extended **thanks to the community** for their support by a wide margin of the proposed budget and renewal of the school bus reserve fund.

XI. REPORT ON ACTION ITEMS BY THE SUPERINTENDENT OF SCHOOLS

A. Mr. Havens noted that an unannounced drill was conducted today of the district's radiological emergency plan and reviewed details of the exercise.

XII. REPORTS OF THE SUPERINTENDENT OF SCHOOLS

A. RECENT NEWCAST FEATURING Freewill Elementary School

Mr. Havens noted that this presentation is postponed for inclusion in a report on Freewill Elementary School at a future meeting.

B. REVIEW OF STATE RETIREMENT INCENTIVE PLANS

Mr. Havens introduced Mr. Robert Pearles, director of human resources, to review information about retirement incentive plans recently adopted by the NYS Legislature and signed by the Governor.

Mr. Pearles provided an outline of the preliminary information available on the details of the retirement incentive plans for eligible members of the NYS Teachers' Retirement System (TRS) and the NYS Employee's Retirement System (ERS). He noted that the district has not yet received a formal list of eligible employees and can not yet prepare firm data on the costs and/or savings by adoption of either plan by the school board might produce.

Mr. Pearles noted that additional information appears on the web pages for each of the retirement systems.

Mr. Triou asked if there is an estimate of how many employees are eligible for the incentives. Mr. Pearles noted that information is en route from the retirement systems.

C. READING RECOVERY PROGRAM @ Ontario Primary School

Mr. Havens introduced Mr. La Ruche, principal of Ontario Primary School, to present information on the reading recovery program for first grade children. He added that he is very proud of the accomplishments of this program for students with literacy needs.

Mr. La Ruche noted that the program is offered at Ontario Primary School and Freewill Elementary School and reviewed a brief history of its origin in our schools. He also read from a letter from a parent who cited the value of the program for her child.

Teachers Nanci Domm, Kathy Moldt and Kim Northrup from Ontario Primary School presented and narrated a powerpoint presentation on details of the reading recovery program for first graders at their school and by reading recovery teacher Cathy Crable at Freewill Elementary School.

They outlined the intensive, individualized approach to meet reading and literacy needs of students, the on-going assessment of student progress, training for teachers and the impact of the program on classroom activities throughout the school. They shared numerous success stories of their students, including

messages from parents of former students, as they move beyond first grade, and data on program achievements in past and current years.

The teachers thanked the building principals, superintendent of schools and Board of Education members for their support of the program.

Mr. Johnson noted that the presentation was very impressive and asked if the children are tracked as they move onto the middle school. Mr. La Ruche and the teachers noted how student achievement is benchmarked and the efforts to monitor children as they advance. They also noted the important and valuable roles of parents in reading to and with their children. Mr. La Ruche noted that reading recovery is an international program and many schools, including ours, are noting the impact of the program into classroom activities.

Mr. Griswold asked what the program may need that it does not now have. Mr. La Ruche reviewed how staffing and training is organized. He noted the sizeable investment by the school board in the program and the positive difference it has made.

Mrs. Lyke asked where reading recovery teachers receive their training. Mrs. Domm noted the extensive training required for each of the teachers and the strong continuing education requirement of monthly update sessions sponsored by Wayne-Finger Lakes BOCES for teachers. Teachers are continually considering how they can revise their teaching to help their children achieve more.

Mr. Ratcliffe noted that the change in culture and the enjoyment of reading were very visible in the presentation this evening and he is anxious to learn the impact of the program on the children in their later school years.

Mrs. Brunner asked what efforts are made to maintain reading for the children during summer recess. The teachers cited examples of the summer reading program, summer book exchanges and private tutoring that some parents enlist as examples of efforts to reinforce the program during summer recess.

Mr. Triou asked how the reading buddies program is linked to reading recovery. Mr. La Ruche noted that reading buddies work with children in grades 2 to 5 and builds on the reading recovery efforts. Mrs. Domm noted that the video of the reading recovery model is used in the orientation for reading buddy volunteers.

Mr. Havens thanked the staff for their presentation and noted the long-term value of the reading recovery and reading buddy program for reading, writing and literacy programs as students advance to the middle and high schools. Trustees and visitors extended a round of applause for the staff presentation.

D. COMMENCEMENT EXERCISES • Class of 2002

Mr. Havens encouraged trustees to participate in commencement exercises for the Class of 2002 on Friday, June 21st at 8 p.m. in the performing arts center at Finger Lakes Community College (FLCC).

E. UPDATE ON POURING RIGHTS CONTRACT • Coca-Cola

Mr. Havens noted that the signatures are complete on the agreement with Coca-Cola for pouring rights and the shift of equipment and beverages will occur between June 4 to 6, 2002.

F. *STUDENT QUESTIONS*

(1) Michael Deichmiller, 5830 Hopewell Drive, asked if the pouring rights contract allows use of machines during the school day. Mr. Havens explained that state regulations prohibit sale of carbonated beverages during school hours but do allow sale of juice and water during the school day.

XIII. **RECESS:** 9:00 p.m.

XIV. **RECONVENE:** 9:15 p.m.

XV. **ITEMS FOR BOARD OF EDUCATION ACTION**

A. DISCUSSION OF FORMAT OF PROPOSITIONS • CAPITAL FACILITIES ITEMS

Mr. Wyse opened discussion on the format of a potential capital facilities referendum as tabled from a prior business meeting. He noted the intent expressed at that meeting to have a decision on this item prior to the end of Mr. Anderson's term on June 30, 2002 in light of his extensive involvement in the ad hoc facilities committee and school board's facilities committee.

Mr. Griswold offered a **MOTION** to accept the recommendation of the superintendent of schools for two separate propositions related to capital facilities needs: one for "must do" and "should do" items and another for a swimming pool, with the implementation of the second proposition contingent upon voter approval of the first proposition.

Mrs. Lyke, Mr. Ratcliffe and Mr. Robusto stated that they concur with Mr. Griswold.

Mr. Anderson asked for clarification that voter approval of the first proposition was necessary to pursue the second proposition, if approved. Mr. Wyse stated that was correct.

Mr. Triou asked if the school district would conduct a public hearing and distribute information about the proposals to voters. Mr. Havens stated yes.

Mr. Anderson noted that when the original discussion on the swimming pool occurred, it was noted that the proposal for a pool would not be contingent on approval of any other proposals. Mr. Havens recalled the discussion to allow residents to decide on the issue of a pool.

Mr. Ratcliffe stated he did not recall that the prior discussions were binding.

Mrs. Lyke stated she was uncertain if the intent of the discussions was to link the pool proposal to another proposition; her thought always was that the district would present a proposal for a pool for voter consideration.

Mr. Triou stated his understanding was that the school board decided to present the issue of a pool for voter consideration, not the format of such a proposal, and he is not sure he has a preference.

Mr. Griswold can see where Mr. Anderson's perception was developed with the prior discussion limited only to the presentation of a swimming pool as a separate issue for voter consideration.

Mr. Anderson stated he is also concerned that different proposals for the location of a possible swimming pool would have a bearing on the cost estimates and state aid data and the decision on which capital facilities proposal the district might present for voter consideration.

Mr. Ratcliffe asked if that would change the concept of a swimming pool. Mr. Anderson stated that there is potential for differing amounts of state aid with varied scenarios of including or not including a pool in the overall facilities proposal. He feels that inclusion of a pool in the proposal is integral to the state aid issue.

Mr. Ratcliffe asked if the capital facilities proposal, exclusive of a pool, could cost more if a pool is not included and changes this evening's discussion in any way. Mr. Havens reviewed the varied scenarios and noted that the architect will make a presentation on that topic at the June 12th meeting.

Mr. Triou asked if all of the "must do" and "should do" items are fully aidable. Mr. Atseff noted that it appears that 95% of the items are eligible for state aid at the district's current building aid ratio of 67% and he is hopeful that 100% of the items are fully aidable after final state review.

On the question, the vote was 7 Ayes, 1 Nay (Mr. Anderson), 1 Abstention (Mr. Triou), Carried.

B. DISCUSSION OF PROPOSALS RE: RE-FINANCING OF DISTRICT INDEBTEDNESS

Mr. Wyse noted the agenda enclosure from Mr. Atseff relative to intent of the Board of Education to accept proposals for advance re-funding of school district bonds (indebtedness) as required by the state's new approach for state aid for local debt.

Mr. Atseff noted that school districts throughout the state are now required to re-structure their debt and this proposal allows the district to begin seeking proposals from bond underwriters to issue re-funding bonds. He added that Mrs. Bonnie Brown from Fiscal Advisors & Marketing, Inc. would present further details for trustees at the June 12th meeting.

Mr. Anderson offered a **MOTION**, seconded by Mrs. Brunner, to adopt a **RESOLUTION** for intent to accept proposals to re-finance district debt, **TO WIT:**

RESOLUTION TO DECLARE INTENT TO ACCEPT PROPOSALS FOR ADVANCE RE-FUNDING OF BONDS FOR THE PURPOSE OF REFINANCING DISTRICT DEBT

WHEREAS, as of July 1, 2002, the Wayne Central School District, New York (the "school district") will have outstanding \$8,645,000 aggregate principal amount of school district bonds ("the re-funded bonds"), as more fully described therein; and

WHEREAS, it may be in the public interest to re-fund all, or one or more, or a portion of one or more, of the outstanding principal balance of the re-funded bonds (all such principal balances being stated as of the date hereof), each by the issuance of re-funding bonds (the "re-funding bonds"), pursuant to §90.10 of the NYS Local Finance Law, **NOW THEREFORE**,

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

Section 1: It is hereby determined and declared that this Board of Education hereby shall announce at this public meeting of the Board of Education the intent of the school district to accept proposals and qualifications for the re-funding of the outstanding re-funded bonds, and all such proposals and qualifications therefore shall be discussed at a second public meeting of the Board of Education on the date hereof, at least fourteen (14) days after such announcement.

Section 2: Fiscal Advisors & Marketing, Inc., is hereby appointed and authorized, as financial advisor to the school district, to assist in soliciting proposals and qualifications from underwriters for the re-funding of the re-funded bonds, and to report on the proposals to the Board of Education at a subsequent meeting or meetings.

Section 3: This **RESOLUTION** shall take effect immediately upon its adoption.

Mr. Griswold asked why a resolution of this nature is needed. Mr. Havens stated that investors and financial institutions would not submit proposals until the school board declares its intent to re-finance their bonds.

Mrs. Brunner stated that at one point there was a possibility that schools could finance new bonds through the Dormitory Authority of the State of New York. Mr. Atseff stated that is still a possible option for review as part of the analysis of cost effectiveness of these proposals.

Mrs. Brunner asked if the designation of Fiscal Advisors & Marketing, Inc., in the proposed resolution means that the school district is changing to a different financial advisor. Mr. Havens and Mr. Atseff stated that was correct and provided details. Mrs. Brunner asked if the district's prior financial advisor is aware of the intent to make this change; Mr. Atseff stated he was.

Mr. Griswold asked about the experience of the new firm. Mr. Atseff noted the firm has clients in the Syracuse and Rochester areas.

Mr. Anderson asked if there is a need to change a designation for financial advisor for the 2001-2002 fiscal year; Mr. Havens stated that no designation was previously made was made for this fiscal year.

Mr. Johnson stated he would like background information on the new firm.

Mrs. Brunner asked what the life of our assets is. Mr. Atseff provided details.

Mr. Robusto asked if the plan is to condense the existing, varied amortization payments into a new, single plan. Mr. Atseff stated that is still uncertain pending receipt of proposals for the re-finance effort. Mr. Havens stated that our existing bonds are not callable and explained what that means.

Mr. Griswold asked if the re-finance process includes any effort to ease our revenue appropriations by revising cash flow. Mr. Atseff stated that is part of the overall long-range financial planning process. Mr. Havens stated that the re-finance process is the result of new state requirements to ease demands on state resources to provide aid for school construction projects throughout the state.

Mr. Ratcliffe stated there is always the chance the State of New York could change the rules again.

Mr. Johnson asked how the re-finance process would impact our long-term debt expense. Mr. Atseff stated it would decrease in gradual steps, not large declines. Mr. Johnson noted that this entire process is the result of need for the state to re-structure its aid payments but incurs additional costs for local taxpayers in terms of interest expense.

Mr. Griswold asked for clarification that the Board of Education retains control of the process and final decisions; Mr. Havens stated that was correct.

On the question, the roll call vote was as follows:

Mr. Anderson	Aye	Mr. Johnson	Aye	Mr. Robusto	Aye
Mrs. Brunner	Aye	Mrs. Lyke	Aye	Mr. Triou	Aye
Mr. Griswold	Aye	Mr. Ratcliffe	Aye	Mr. Wyse	Aye

XVI. POLICY ITEMS

Second Reading: Policy 2237 School Tax Collector Policy 2350 Board Meeting Procedures

Mr. Triou presented revisions and additions to policy statements noted above for second reading.

Mr. Triou offered a **MOTION** to approve second and final reading of policy revisions noted above. 9 Ayes, 0 Nays, Carried.

XVII. ADDITIONAL PUBLIC COMMENT – None

XVIII. ADDITIONAL BOARD MEMBER COMMENTS

- A. Mr. Griswold asked Mr. Havens if he would provide trustees with a review of changes in requirements for a Regents diploma for the summer workshop session.
- B. Mr. Griswold extended congratulations to Mr. Havens on the successful negotiation of contracts for the pouring rights program; he added that the issue is in line with the innovations the district was seeking in its recruitment and selection process for superintendent of schools.
- C. Mr. Anderson complimented the students and their director @ Ontario Elementary School for an excellent choral concert last evening. He noted that students performed on risers in the pit band area of the high school's performing arts center to allow their voices to carry better and suggested efforts to allow use of the Steinway grand piano to accompany performers in the pit as is done for performances on stage.
- D. Mr. Wyse suggested efforts to enhance the microphones in the performing arts center at the high school.

XIX. EXECUTIVE SESSION (Personnel)

Mrs. Brunner offered a **MOTION** to adjourn the meeting, at 9:40 p.m., for an executive session on personnel matters pertaining to specific persons. 9 Ayes, 0 Nays, Carried.

XX. RECONVENE: 9:48 p.m.

XXI. ADJOURNMENT

Mr. Triou offered a **MOTION** to adjourn the meeting at 9:49 p.m. 9 Ayes, 0 Nays, Carried.

Respectfully submitted,

JAMES E. SWITZER
School District Clerk

APPROVAL OF _____ ES

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

June 12, 2002

School District Clerk

JES/jes:wp

WAYNE CENTRAL SCHOOL DISTRICT

To: Michael Havens, Superintendent of Schools
 From: Robert E. Pearles, Jr., Director of Human Resources
 Re: Personnel Action
 Date: June 12, 2002

The following is submitted for your review and approval.

Tenure Recommendations:

The following teachers are being recommended by the Superintendent for appointment to tenure according to the tenure area and date listed:

<u>Name</u>	<u>Tenure Area</u>	<u>Tenure Date</u>
Brian Bizzigotti	Mathematics	8/31/02
Deborah Bussard	English	8/31/02
Jay Crofford	Music	8/31/02
Rebecca Fafinski	Elementary Education	8/31/02
Tracy Harvey	Elementary Education	8/31/02
Elizabeth Hennessy	Elementary Education	8/31/02
Carla Herbst	Elementary Education	8/31/02
Brian Ingham	Mathematics	8/31/02
Lance Jason	Science	8/31/02
Stephanie Mordaci	Elementary Education	8/31/02
Dawn Pressimone	Library Media	8/31/02
Emory Roethel	Science	8/31/02
Cynthia Rutan	Elementary Education	8/31/02
Cynthia Freundshuh	Special Education	9/19/02
Melanie Stevenson	Special Education	8/31/02
Cathy Stohr	School Counselor	8/31/02
Krista Surowy	Special Education	8/31/02
Lisa Twitchell	Mathematics	8/31/02

INSTRUCTIONAL STAFF

Resignations:

Jane M. Fisher – School Social Worker/Counselor assigned to Thomas C. Armstrong Middle School, effective June 30, 2002. *For personal reasons.*

Brian Jeary – Technology Teacher assigned to Thomas C. Armstrong Middle School, effective June 30, 2002. *For personal reasons.*

Kimberly Jenks – Elementary Education Teacher assigned to Thomas C. Armstrong Middle School, effective June 30, 2002. *For personal reasons.*

Thomas Bird – Elementary Teacher assigned to Freewill Elementary School, effective June 30, 2002. *For personal reasons.*

Leave of Absence:

None

Appointments:

Donald Horner – Physics Teacher assigned to James A. Beneway High School, a temporary appointment effective September 1, 2002 through June 30, 2003 at \$43,680 (BA and MA degree from the University of Rochester; worked in a temporary appointment during 2001-2002)

Debra J. Knox – Elementary Teacher assigned to Freewill Elementary School, a probationary appointment effective September 1, 2002 through June 30, 2004 at \$34,580. (AAS degree from Monroe Community College; BA and MS degrees from Nazareth College of Rochester; worked in a temporary appointment during 2001-2002) *Replacement for Kim Saxby.*

Darlene V. Martino – Elementary Teacher (.5 FTE) assigned to Freewill Elementary School, a temporary appointment effective September 1, 2002 through June 30, 2003 at \$34,580. (BS degree from Elmira College; MS degree from SUNY Brockport; worked in a temporary appointment during spring semester 2002)) *Replacement for Lisa Cook who is on an unpaid leave of absence.*

Sara Moran – Music Teacher (Instrumental) assigned to Ontario Elementary School, a temporary appointment effective September 1, 2002 through June 30, 2003 at \$37,894. Mrs. Moran was appointed to this position during the 2001-2002 school year. *Replacement for Barbara DePaull who is on a leave of absence.*

Corinn Africano-Pedrone – Music Teacher (Instrumental) assigned to Freewill Elementary School, a temporary appointment effective September 1, 2002 through June 30, 2003, at \$36,858 (BS degree from Nazareth College; Master of Music degree from Northwestern University; worked in a temporary appointment during 2001-2002) *Replacement for Kathryn Bennett who is on a leave of absence.*

Addendum to the Annual Appointment of Substitute Teachers conditional upon fingerprint clearance:

Victoria Bolton	Phillip Dodds	Vanessa Findlay	Stacey Hayes
Dawn Houser	Julie Kunzer	Kyle Marvin	Lu Mintz
Pat Mosher			

SUPPORT STAFF

Resignations:

Barbara Heald – Teaching Assistant (Computer Lab) assigned to Ontario Elementary School, effective June 30, 2002. *Has accepted another position.*

Leave of Absence:

Penny Morse – Cleaner assigned to Thomas C. Armstrong Middle School, an FMLA unpaid leave of absence effective June 14, 2002 through September 10, 2002. *For medical reasons.*

Appointments:

Catherine Kelliher – Senior Typist assigned to the District Office (Curriculum and Instruction), a permanent Civil Service appointment having served a successful probationary period, effective July 1, 2002 at current salary.

Cathy L. Rich – School Monitor assigned to the Transportation Department, a temporary Civil Service appointment effective May 16, 2002 through June 30, 2002 at \$7.25/hour. *Replacement for Barbara Twist.*

Temporary appointments for Summer Help in the Building and Grounds Department:
Adult Supervisors (35 days @6.5 hours / day)

Audrey Anderson	\$7.25/hr.	MS	(11 years experience)
Tanya Lucier	\$6.85/hr.	OE	(8 years experience)
TBD	/hr.	HS	
TBD	/hr.	OP	
TBD	/hr.	FE	

Student Cleaners (35 days @6 hours / day)

Alex Miner	\$5.15/hr.	HS	
Ashley Behringer	\$5.15/hr.	HS	
Jason Kowalski	\$5.65/hr.	HS	(2 years experience)
Justin Hanagan	\$5.40/hr.	HS	(2 years experience)
Vincent Bianchi	\$5.15/hr.	MS	
Amber Doty	\$5.15/hr.	MS	
Nicholas Zufelt	\$5.15/hr.	MS	
Kristopher Staub	\$5.15/hr.	MS	
Shana Jordan	\$5.15/hr.	OE	
Daniel Uerz	\$5.65/hr.	OE	(2 years experience)
Eric Molino	\$5.40/hr.	OP	(1 year experience)
Michael Winder	\$5.65/hr.	OP	(2 years experience)
Jared Winder	\$5.40/hr.	OP	(1 year experience)
Jim Carson	\$5.65/hr.	FE	(2 years experience)
Jordan Cole	\$5.15/hr.	FE	
Stephanie Baker	\$5.15/hr.	FE	

Painters (32 days @7.5hrs./day)

Elaine Cantwell	\$7.25/hr.		
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Grounds Helper (32 days @7.5hrs./day)

Nathan Winder	\$5.90/hr.		(2 years experience)
Jeff Brayer	\$5.90/hr.		(2 years experience)

Addendum to the Annual Appointment of Substitute Bus Drivers:

Joan Thayer

Att. 3

WAYNE CENTRAL SCHOOL DISTRICT
Ontario Center, New York

TO: Board of Education
FROM: Michael Havens
RE: Consensus Agenda
DATE: June 12, 2002

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

1. Approve 2002-2003 Board Meeting Calendar
2. Approve Budget Transfers
3. Accept Gift to the District from the Freewill Parent Group
4. Award Tire & Tube Bid
5. Award Vehicle and Bus Part Bid
6. Approve Health Contract with Rush-Henrietta Central School District

**WAYNE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING SCHEDULE
2002-2003**

July 10	District Office (Reorganizational Meeting)	7:30 p.m.
August 21	District Office	7:30 p.m.
September 11	District Office	7:30 p.m.
September 25	District Office	7:30 p.m.
October 9	Ontario Primary School	7:30 p.m.
October 24	Three Boards' Meeting (Walworth Town Hall)	7:30 p.m.
November 6	Freewill Elementary School	7:30 p.m.
November 20	Middle School	7:30 p.m.
December 11	Ontario Elementary	7:30 p.m.
January 8	District Office	7:30 p.m.
January 22	District Office	7:30 p.m.
February 12	District Office	7:30 p.m.
February 26	District Office	7:30 p.m.
March 12	District Office	7:30 p.m.
March 26	District Office	7:30 p.m.
April 9	District Office	7:30 p.m.
April 23	Three Boards' Meeting (Wayne District Office)	7:30 p.m.
May 13	High School (Budget Hearing)	<u>7:00</u> p.m.
May 20	District Office Gymnasium Lobby (Budget Vote and Board Election)	9:00 a.m. - 9:00 p.m.
May 28	District Office	7:30 p.m.
June 11	District Office	7:30 p.m.
June 25	District Office	7:30 p.m.
July 9	District Office (Reorganizational Meeting)	7:30 p.m.

Adopted: 6/12/02
Board of Education

Consensus Agenda #2

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: June 12, 2002
RE: Budget Transfers

In accordance with Policy #6150, please present the attached list of budget transfers to the Board of Education for their approval at their meeting on June 12, 2002.

GJA/db

Attachment

Consensus Agenda #3

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: June 12, 2002
RE: Gifts to the District

Recommend that the Board of Education, at their meeting to be held on June 12, 2002, accept a gift of \$1,727.00 from Freewill Parent Group to purchase furniture for the reading corner located in the Freewill Elementary Library.

/db

c: Lee Stramonine
Helen Jensen
Kim Saxby, Freewill Elementary School Principal

Consensus Agenda #4

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: June 12, 2002
RE: Tire & Tube Bid

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

Sealed bids were received and opened publicly on Thursday, May 30, 2002 at 1:15 p.m. at the district administrative offices.

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

The lowest bidder was Tallmadge Tire Service with a bid price of \$23,606.84 which was based on estimated quantities.

Bid Summary:

<u>Vendor</u>	<u>Bid Price</u>
1. Lewis General Tire 3870 W. Henrietta Rd. Rochester, NY 14623	\$25,480.70
2. Tallmadge Tire Service 1285 Route 318 Waterloo, NY 13165	\$23,606.84

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

/db
Attachment

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: June 12, 2002
RE: Bus & Vehicle Parts Bid

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

Sealed bids were received and opened publicly on Thursday, May 30, 2002 at 1:00 p.m. at the district administrative offices.

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

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

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

/db

Attachment

Consensus Agenda #6

TO: Michael Havens
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: June 12, 2002
RE: Health Service Contract - Rush-Henrietta Central School District

Attached is the contract for health services for Wayne students attending a private or parochial school in the Rush-Henrietta Central School District for the 2001-2002 school year.

The cost of the contract is:

8 students @ \$83.83 = \$ 670.64

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

RESOLUTION

Be it resolved, that the Board of Education of the Wayne Central School District hereby approves the contract for health services with the Rush-Henrietta Central School District for the 2001-2002 school year, and hereby authorizes the Board President, School Superintendent, and District Clerk to execute the contract.

/db

Attachment

Commented [DB1]: Page: 22
Check to see who has to sign the contract. May need to add superintendent and delete others.

POLICIES PRESENTED FOR FIRST READING:

1230 Public Participation at Board Meetings

2330 Executive Session

2510 New Board Member Orientation

POLICIES PRESENTED FOR SECOND READING:

None

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June 12, 2002
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PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board of Education recognizes its responsibility to hear and respond to public comment and therefore encourages public participation at school board meetings. There will be [a] specific agenda items [at each Board meeting] **on school board agendas** to provide an opportunity to address the Board of Education. **Generally, the Board of Education does not take action on items presented by speakers. Responses to items noted by speakers will be referred to appropriate school personnel for follow-up or response.**

A reasonable period of time, not to exceed 30 minutes (which may be waived by a majority vote of the Board of Education), may be set aside at school board meetings for public comment.

It is suggested that each speaker limit his or her comments to three (3) minutes. If needed, an additional two (2) minutes may be allowed to a maximum of five (5) minutes.

People 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 they wish to discuss. Comments should be kept as brief as possible and relate to school matters.

[Since the Board generally takes action on items presented to them with advance notice, action on items presented by a citizen at a Board meeting will be responded to at a later date.]

The school board president is responsible for the orderly conduct of the meeting. [and shall rule on such matters as the time to be allowed for public discussion, the appropriateness of the subject being presented, and suitability of the time for such a presentation. The Board as a whole shall have the final decision in determining the appropriateness of all such rulings.]

EXECUTIVE SESSIONS

The Board of Education reserves the right, within the constraints of state law, to meet in executive session. Such sessions can be requested by any member of the Board **of Education** or the Superintendent of Schools.

A **board** member must make a motion during an open meeting to convene in executive session. Upon a majority vote of its members, the Board **of Education** may convene in executive session at a place which the school board president or said members may designate within the district to discuss the subjects enumerated below. Matters [which] **that** may be considered in executive session are:

- (1) matters [which] that will imperil the public safety if disclosed;
- (2) any matter that may disclose the identify of a law enforcement agent or informer;
- (3) information relating to a current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- (4) discussions regarding proposed, pending or current litigation;
- (5) collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law);
- (6) the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- (7) the preparation, grading or administration of examinations; and
- (8) the proposed acquisition, sale, or lease of real property or the proposed acquisition of securities, or sale or exchange of securities, but only when publicity would substantially affect the value thereof.

Matters [which] that may *only* be considered in executive session are:

- (1) discussions concerning probable cause to bring disciplinary charges against a tenured teacher; and
- (2) discussions concerning findings and/or placement of students by the Committee on Special Education and the Committee on Pre-School Special Education.

Formal action or vote on matters enumerated above may only be taken by the Board of Education during an executive session. No formal action or vote may be taken on any other matter. The Board of Education shall reconvene in open session to take final action on other matters discussed, and to adjourn the meeting.

Minutes of executive sessions will reflect all actions and votes taken by the school board in executive session without personally identifying employees or students affected thereby. The name of the person who called for the executive session will also appear in the minutes of the public meeting. The Board **of Education** may permit staff and other persons whose presence is deemed necessary or appropriate to attend an executive session or any part thereof.

Confidentiality

It shall be official misconduct for any member of the Board **of Education** to reveal to any person(s) not authorized to attend an executive session, including spouses and immediate family:

- (1) the name or identity of any persons who has lawfully been the subject of a discussion or action in an executive sessions
- (2) comments or the nature of any comments made by any person in executive session
- (3) the topic or substance of any discussion or action prepared in an executive session with any greater degree of specificity than in the motion commencing the executive session
- (4) action taken by the Board **of Education** relating to students designated under the Committee on Special Education and Committee on Pre-School Special Education regulations
- (5) confidential information acquired by a board member pertaining to staff members, students and fellow board members

Persons newly elected to the Board of Education but not yet sworn into office are not permitted to attend executive sessions.

Any school board member may report an alleged violation of this policy on confidentiality to the president or vice-president of the Board **of Education**. The matter shall then be considered by the Board **of Education** in executive session. Upon vote of the Board **of Education** at a regular or special meeting, the specific charge may be recorded in writing and served on the **board** member. A hearing shall then be conducted before an impartial hearing officer.

References:

Education Law, §1708 (3)
Public Officers Law, §§100 et. Seq.
Formal Opinion of Counsel, No. 239, NYS Education Department

POLICY ADOPTED: July 24, 1995
Revised: June ... 2002

WAYNE CENTAL SCHOOL DISTRICT

NEW BOARD MEMBER ORIENTATION

The Board of Education and the administrative staff shall assist each new board member-elect to become familiar with and to understand the [Board's] **school board's** functions, policies and procedures, and the school district's operation before taking office. Each board member-elect shall, as soon as possible, **be**:

1. [be] given selected materials covering the function of the Board **of Education** and the school district, including (a) policy manual, (b) copies of key reports prepared during the previous year by school board committees and/or the administration, (c) the *School Law Handbook* prepared by the New York State School Boards Association, (d) access to minutes of [Board] **school board** meetings of the previous year, (e) latest financial report of the district, (f) copies of pertinent materials developed by the New York State School Boards Association, and (g) any other materials which may be deemed helpful and informative
2. [be] invited to attend [all Board] **school board** meetings and functions **and to participate in discussion**. [including executive sessions, and to participate in discussion. The Board President will explain to each new Board member-elect the need to ensure the confidentiality of all discussions and/or actions, which occur in executive session]
2. [be] invited to meet with the superintendent of schools and other administrative personnel to **discuss the services that they perform for the school board and the school district; and**
4. [be] invited and encouraged to attend the New York State School Boards Association's workshop for new school board members.

The Board **of Education** may wish to provide new [Board] **school board** members with varied publications related to [The Sunshine Laws, an Association publication which discusses] the Open Meetings Law, the Freedom of Information Law, and the Family Educational [Riots] **Rights** and Privacy Act (FERPA) **regarding access to student records** (a/k/a Buckley Amendment) [regarding access to student records].