

WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA



DATE: February 12, 2003
TIME: 6:30 p.m.
PLACE: District Office Board Room

- 6:30 Call to Order /Pledge of Allegiance
6:30 Executive Session
7:15 YEARBOOK PICTURE
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. Presentation of Gift to District – Sons of American Legion
2. Albany Report
3. Budget Att. 2
4. School Resource Officer
5. School To Work Presentation – S.VanAcker
6. Building Project Update
7. Financial Update
8. Student Questions

8:50 Break

9:00 Items for Board Action:
1. Personnel Action Att. 3
2. CSE/CPSE Action Att. 4
3. Consensus Agenda: Att. 5
1. Treasurer's Report - December
2. Approve Budget Transfers
3. Approve Remedial Services Contract
4. Award Bid
5. New York State External Diploma

9:10 Public Comment/Board Comments
Adjournment

Next Meeting: March 12, 2003 7:30 p.m. District Office Board Room

District Mission Statement

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

WAYNE CENTRAL SCHOOL DISTRICT
Ontario Center, New York 14520

BOARD OF EDUCATION MINUTES**UNOFFICIAL UNTIL APPROVED****DATE:** Wednesday, January 8, 2003**TIME:**

7:30 p.m.

TYPE: Regular Business Meeting**PLACE:**

District Office

PRESENT: Trustees Brunner, Diller, Griswold, Johnson, Lyke, Ratcliffe, Robusto, Triou, Wyse (entered @ 7:58 p.m.); District Clerk Switzer; Administrators Havens, Morrin, Shaffer, Siracuse, Saxby, Woodard, Atseff, Spring, Buddington

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

I. CALL TO ORDER: 7:30 p.m. by Richard A. Johnson, School Board President

Prior to start of the business meeting, trustees and school personnel conducted a tour of the high school building to fulfill the requirement of §1705 of the Education Law for annual building visits.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA & MINUTES (December 11, 2002)

Mrs. Brunner offered a **MOTION** to approve the agenda for this evening's meeting and the minutes of the meeting of December 11, 2002, as presented. 7 Ayes, 0 Nays, 1 Absent (Mr. Wyse), 1 Abstention (Mr. Griswold), Carried.

A. IV. PUBLIC COMMENT - None

V. BOARD MEMBER COMMENTS

A. Mrs. Lyke stated that she plans to attend meetings of the legislative and executive committees of **Four County School Boards Association** next week and welcomes input from trustees.

B. Mrs. Lyke stated that she and Mrs. Diller plan to attend the program meeting of **Four County School Boards Association** on supporting student success in Geneva on January 21st and suggested that the topic may be of interest to some administrators.

VI. BOARD PRESIDENT'S COMMENTS

A. Mr. Johnson extended **best wishes for 2003** to trustees, staff and visitors.

B. Mr. Johnson extended **condolences** to the family of retiree Margaret Bebernitz who taught high school English for 22 years, on her demise at age 85.

C. Mr. Johnson stated he looks forward to a **successful** a second semester.

VII. REPORT ON ACTION ITEMS BY THE SUPERINTENDENT OF SCHOOLS

VIII. REPORTS OF THE SUPERINTENDENT OF SCHOOLS

Mr. Havens extended welcome and best wishes for 2003 to all present.

UPDATE ON 2002 CAPITAL IMPROVEMENT PROJECT

Mr. Havens displayed floor plans to illustrate preliminary additions, renovations and improvements included in the 2002 capital improvement project. He noted that the construction design review teams at each school would review them in detail and provide feedback to the district design review team and the architect.

The plans showed new and revised uses of existing classroom spaces at each of the schools and the scope of changes at the high school for new science and applied technology classrooms, re-located art classrooms, expansion of the cafeteria dining room and re-location of the fitness center, among others. Updates to the classrooms built in the 1950's and 1960's were also noted.

Renovations to entry and lobby areas to meet security and monitor access at Freewill Elementary School and Thomas C. Armstrong Middle School were noted

Mr. Havens stated that the architect will use the feedback from staff review of these plans to develop final project drawings. Trustees will view those plans at a future meeting, hopefully in January.

Mrs. Lyke asked if any discussion has occurred on changing classroom lighting. She noted that she recently experienced headaches when attending a meeting in the middle school's library-media center and that recent discussions at some state meetings have noted the importance of classroom environment on learning. She suggested that the architect explore the issue.

Mr. Havens stated that no funds were earmarked in the project for new lighting but improvements to existing fixtures could occur as part of renovations and improvements.

Mrs. Brunner asked about the roof leak in a storage area noted in the design review team minutes at Freewill Elementary School. Mr. Havens noted the leak was traced to roof flashing and that district staff would make repairs. The item is not structural in nature.

Mrs. Brunner asked if items discovered in the design review process are addressed now or included as capital project items. Mr. Havens stated that Mr. Atseff and Mr. Davis inspect the schools each month to monitor such needs.

REVIEW OF INSTRUCTIONAL PRIORITIES FOR 2003-2004 SCHOOL YEAR

Mr. Havens introduced Mr. Spring, assistant superintendent for instruction, to provide a progress report on district goals for 2002-2003 and to review instructional priorities for the 2003-2004 school year for review and consideration by the Board of Education.

Mr. Spring shared **district goals for 2002-2003** in areas of instructional program, professional development, facility/financial resources and parent/community partnerships and reviewed a list of specific items related to completion during the school year. (copy filed in clerk's agenda file, this meeting) He noted that some areas reflect desired outcomes and some are still underway and that staff members are making intense efforts in this regard.

He reviewed on-going efforts in **student literacy**, including grant funds awarded last summer, and in creating a **model lesson plan** that reflects district expectations for

teaching. Staff members are engaged in extensive staff development in the “understanding by design” concept that uses the desired outcome as the starting point for planning classroom and instructional activities for students.

Mr. Spring noted that two main issues have emerged as ***instructional priorities for the 2003-2004 school year***; one, regular review and problem-solving of targets set for student achievement and the other, incorporating the model lesson plan and concept of understanding by design in tailoring instruction to meet goals for classroom instruction and staff development.

Both of these areas will serve as filters for program design and allocation of resources for the proposed 2003-2004 school budget and as factors considered in facilities improvements.

(Mr. Wyse entered the meeting @ 7:58 p.m.)

Mr. Spring asked if ***trustees*** had any items they wished to have considered as ***instructional priorities for 2003-2004***.

Mr. Johnson asked how the high school would inform parents prior to the start of the new ***block schedule for 2003-2004***. He has received questions from some parents of current eighth graders. Mrs. Morrin, high school principal, noted that she has provided preliminary information in the building newsletter and reviewed plans to share and explain the new schedule with students and parents.

Mrs. Lyke noted recent news media reports on the top companies nationwide as ranked by their employees. She noted that a local firm, Wegman’s Food Stores, was ranked in the top ten and cited their efforts to address issues and trends from those rankings. She suggested a similar survey by school districts to learn how staff members perceive success and areas for improvement.

Mr. Griswold noted release of survey results in today’s *Democrat & Chronicle* on ***teacher retention*** in the Rochester City School District.

Mr. Spring noted that some surveys and research are available in those areas and cited local efforts for orientation and mentoring of new staff members. School districts use the percentage of staff turnover as one measure of effectiveness.

Mrs. Lyke asked who sponsors the ***model lesson plans*** and ***learning for understanding*** programs. Mr. Spring reviewed the credentials of the authors of the program through the Association for Supervision and Curriculum Development (ASCD). He also reviewed local staff development efforts underway in this area.

Mrs. Brunner asked what impact the new federal ***No Child Left Behind Act*** (NCLB) regulations have had on our district and if they have precedence over state laws and regulations.

Mr. Spring stated that local districts are still sorting out the changes in reporting and paperwork and some regulations are still emerging. The major effect on our district is a sharper focus on issues already measured – student achievement, staff training and performance. He noted that states must comply with NCLB in order to receive federal aid or grants.

Mr. Havens stated that NCLB also includes assessment of student achievement at each grade level rather than at the traditional fourth, fifth and eighth grades in New York State. One expected advantage over state testing is that local districts will conduct the

assessments and have immediate results to use in making necessary program adjustments.

Mr. Havens thanked trustees for their input and stated it will assist in budget development.

C. MONTHLY FINANCIAL REPORTS

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

Mr. Atseff presented reports and information through December 31, 2002 as follows:
(copies filed in clerk's agenda file, this meeting)

- (1) *Revenue Status Report*: 62% of budgeted revenues have arrived.
- (2) *Expense Report – General Fund*: 33% of the general fund allocations spent to date; appropriations in good shape.
- (3) *Capital Fund*: No changes from prior reports.
- (4) *School Lunch Fund*: No change from prior reports.
- (5) *Other Funds* (Special Aid, Bus Purchase Reserve, Unemployment, Liability Reserve):
No change from prior reports.

D. STUDENT QUESTIONS

- (1) Zachary Reno, 4671 Walworth-Ontario Road, Walworth, asked if the planned additions, renovations and improvements presented earlier this evening were due to due to growth in student population or financial reasons. Mr. Havens noted that pupil enrollment, state achievement standards and changing program needs were each factors that impact these improvements.

IX. RECESS: 8:17 p.m.

X. RECONVENE: 8:28 p.m.

XI. ITEMS FOR BOARD OF EDUCATION ACTION

A. PERSONNEL CHANGES

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

INSTRUCTIONAL STAFF

APPOINTMENTS:

James Tiffin, mathematics teacher, assigned to the middle school, a one-year, part-time appointment (.80 FTE) effective December 18, 2002 through June 30, 2003 @ \$32,750, prorated (replacement for Jennifer Weber, .80 FTE home & careers position)

Additional Appointment of Extra-Duty Positions • 2002– 2003 School Year

SUPPORTIVE STAFF:

APPOINTMENTS:

Meg Dostman, teacher aide, assigned to the high school, (Eagle Ventures program), a permanent civil service appointment effective February 1, 2003 @ \$8.15 per hour (having served a successful probationary period)

Joyce Jackson, registered professional nurse, assigned to the middle school, a permanent civil service appointment effective February 28, 2003 @ \$15.43 per hour (having served a successful probationary period)

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

B. CSE & CPSE PLACEMENT RECOMMENDATIONS

Mr. Havens presented the pupil placement recommendations of the Committees on Special Education and Pre-School Special Education for review and consideration by the Board of Education.

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

(1) to approve the recommendation for CSE pupil placements,

**RESOLUTION TO APPROVE RECOMMENDATIONS OF THE
COMMITTEE ON SPECIAL EDUCATION AND
AUTHORIZE ARRANGEMENT OF RECOMMENDED
SPECIAL PROGRAMS & SERVICES**

RESOLVED, that the Board of Education approves the recommendations of the Committee on Special Education and authorizes the Director of Student Services to arrange the recommended special programs and services.

(2) to approve the recommendation for CPSE pupil placements:

**RESOLUTION TO APPROVE RECOMMENDATIONS OF THE
COMMITTEE ON PRE-SCHOOL SPECIAL EDUCATION AND
AUTHORIZE ARRANGEMENT OF RECOMMENDED
SPECIAL PROGRAMS & SERVICES**

RESOLVED, that the Board of Education approves the recommendations of the Committee on Pre-School Special Education and authorizes the Director of Student Services to arrange the recommended special programs and services.

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

C. CONSENSUS AGENDA

- (1) Reports of the School District Treasurer (11/30/02)
- (2) Resolution to Accept Annual Audit of Extra-Classroom Activity Funds, FY Ending 6/30/02
- (3) Resolution to Purchase of School Busses (School Bus Purchase Reserve Fund)

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

Mr. Atseff noted that the variance in price of 66-passenger school busses reflects the addition of storage compartments on two (2) of the vehicles.

Mr. Atseff stated that recent changes by the NYS Education Department on uses of school bus purchase reserve funds will require that these proposed purchases appear as a ballot item for voter consideration at the annual school election in May. To insure timely delivery of the vehicles, school districts place orders pending voter approval.

Mr. Wyse stated that he has accompanied students on busses with and without the storage compartments and noted the value of the additional space for transporting equipment for athletic teams and musical groups, among others.

Having reviewed the \$2800 total price difference to include storage compartments in each of the four-(4) 66-passenger vehicles, he suggested an increase in the total purchase price to allow the option to include storage compartments on these four (4) vehicles. Mr. Havens noted that school bus purchases are aidable at 67% for our district.

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

- (1) Receive & file **reports of the school district treasurer** for the period ending November 30, 2002 (copies attached to these minutes in the minute book)
- (2) Adopt a **RESOLUTION** to accept the annual audit of **Extra-Classroom Activity Funds**, FY Ending 6/30/02, **TO WIT:**

**RESOLUTION TO ACCEPT THE
ANNUAL EXTERNAL AUDIT REPORT
FOR EXTRA CLASSROOM ACTIVITY FUNDS
(Fiscal Year Ending June 30, 2002)**

RESOLVED, that the Board of Education does hereby accept the Report on Accounts & Financial Statements of the Extra Classroom Activity Accounts for the Fiscal Year Ended June 30, 2002 as prepared by Raymond P. Wager, CPA, P.C., independent auditors, and authorize and direct the district clerk to forward certified copies and issue public notice as required by law (copy filed in clerk's file)

- (3) Adopt a **RESOLUTION** to authorize purchase of school busses from the **School Bus Purchase Reserve Fund**, with total amount to allow storage compartments in each of the 66-passenger busses, if desired, **TO WIT:**

**RESOLUTION TO AUTHORIZE EXPENDITURE OF FUNDS
FROM THE SCHOOL BUS PURCHASE RESERVE FUND
FOR PURCHASE OF SCHOOL BUSES**

RESOLVED, that the Board of Education does hereby authorize expenditure of funds in a total amount of \$364,877.20 from the school bus purchase reserve fund for purchase of school busses, as noted below, at New York state contract prices, as recommended by the superintendent of schools, for the 2003-2004 school year:

Four (4) 66-passenger school busses @ \$70,329.00 each
Two (2) 28-passenger school busses @ \$41,780.60 each

Mr. Wyse asked what disposition is made of any excess monies in the extra-classroom activity fund for the graduating senior class. Mr. Atseff stated it is transferred to the student council fund.

Mrs. Lyke asked if training is provided for students and staff who serve as student treasurers and faculty advisors for extra-curricular activities. Mr. Atseff reviewed the orientation

and training provided to meet state requirements for management of these extra-classroom funds. Mrs. Lyke noted that this is a valuable learning experience for our students.

Mr. Havens noted that the presentation on model schools at a future meeting will include information on related kinds of learning experiences for students.

Mr. Triou stated that he finds the *monthly revenue and expense reports* valuable and informative. He asked if we could expect the *budget development cycle for 2003-2004* to be any better than last year.

Mr. Havens stated he is attending a statewide superintendents' meeting in Albany next week that will include meetings with state legislative leaders and our local legislators. He hopes to obtain additional information on state aid for 2003-2004 at that time. While prospects for additional state aid are not great, he believes our district is in good shape based on financial decisions made for the 2002-2003 school year.

Mr. Griswold noted the *Governor's State of the State address* indicated only items related to public security are protected in the new state budget.

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

XII. ADDITIONAL PUBLIC COMMENT

Donald Anderson, 6803 Lakeside Road, Ontario, addressed the Board of Education on the following items:

- (1) Consideration of moisture concerns that result in dampness in carpeting in the last two classrooms on both sides of the wing now used by BOCES classes at the high school, especially after heavy rainfall, as part of design of 2002 capital improvement project
- (2) Note of announcement by Fairport schools to build one less wing on a planned new elementary school due to construction cost increases and question if the construction design firm or architect have any final cost estimates for our 2002 capital improvement project
- (3) Question if the asbestos abatement in the 2002 capital improvement project at Ontario Primary School (floor tiles) addresses such needs 100%
- (4) Question if updates to book collection/materials will be addressed prior to any physical improvements in the high school library-media center in the 2002 capital improvement project
- (5) Question on the status of a written district curriculum
- (6) Question on anticipated uses of \$218,000 balance in the 1997 capital project
- (7) Question on expected unspent balance in the 2002-2003 school budget

Mr. Havens noted that final cost estimates for the 2002 capital project are expected within 4 to 6 weeks, next year is the second year of a five-year plan to upgrade the collection and materials in the high school library-media center by \$42,000 each year, the asbestos abatement is expected to address all visible concerns, written curriculum units, slated for completion in June, will appear on the web site for access by parents and residents, unspent funds from the 1997 capital project may provide funding for creating access by disabled persons to north gym at Ontario Elementary School and the district is on target for fund balance as proposed in the 2002-2003 budget.

XIII. ADDITIONAL BOARD MEMBER COMMENTS

- A. Mrs. Brunner extended *compliments* to Mrs. Lori Eaton-Smith and local town historians on the *photo display of one-room schoolhouses* in the conference room.
- B. Mr. Triou asked if a *new telephone system* is still included in the 2002 capital improvement project; Mr. Havens stated it is.
- C. Mr. Triou stated he feels that the *district web page* has progressed and looks forward to additional opportunities to provide information for parents. Mr. Havens noted that additional features are planned, and acknowledged the efforts by Mr. Switzer on the new *district history page*.

XIV. ADJOURNMENT

Mr. Triou offered a **MOTION** to adjourn the meeting at 8:50 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

February 12, 2003

School District Clerk

WAYNE CENTRAL SCHOOL DISTRICT

To: Michael Havens, Superintendent of Schools
From: Abi Buddington, Director of Human Resources
Re: Personnel Action
Date: February 12, 2003

The following is submitted for your review and approval.

INSTRUCTIONAL STAFF

Resignations:

Tara Houndt – Biology/Chemistry Teacher assigned to James A. Beneway High School, effective February 14, 2003. *For personal reasons.*

Leave of Absence:

Bill Bendschneider – Special Education Teacher assigned to Thomas C. Armstrong Middle School, an unpaid FMLA leave of absence effective January 15, 2003 through April 2, 2003. *For personal reasons.*

Susan Goff– Special Education Teacher assigned to James A. Beneway High School, a combination paid and unpaid FMLA disability leave of absence, anticipated March 28, 2003 through June 27, 2003. *For the purpose of child-rearing.*

Appointments:

Kathryn Crane – School Psychologist assigned to James A. Beneway High School, a three year probationary position effective July 1, 2003 through August 31, 2006 at \$34,060. *Replacement for Craig Johnson.*

Diana Page – Biology/Chemistry Teacher assigned to James A. Beneway High school, a long term substitute appointment effective January 31, 2003 through June 30, 2003 at \$32,750 prorated. *Replacement for Tara Houndt.*

Jim Tifflin – Math Teacher assigned to James A. Beneway High School, a part-time (.2) appointment effective January 17, 2003 through June 30, 2003 at \$32,750 prorated. *New position created.*

Lorraine Willis – Special Education Teacher assigned to Thomas C. Armstrong Middle School, a long term substitute appointment effective January 13, 2003 through April 2, 2003 at \$32,750 prorated. *Replacement for Bill Bendschneider.*

SUPPORT STAFF

Resignations:

Marilyn Hamman – Typist assigned to Ontario Primary School, effective June 30, 2003. *For purpose of retirement.*

Amanda McCormick – Teacher Aide (1:1) assigned to Ontario Primary School, effective January 28, 2003. *For personal reasons.*

Lori Eaton Smith – Administrative Assistant assigned to the district office (superintendent's secretary), a probationary appointment effective December 30, 2002 through June 30, 2003 at current salary.

Leave of Absence:

LEAVE OF ABSENCE RESOLUTION

WHEREAS, Monica Ambeau has been employed as a bus driver; and

WHEREAS, Monica Ambeau has been continuously absent from work since June 5, 2001; and

WHEREAS, Monica Ambeau has exhausted all available paid leave time; and

WHEREAS, Monica Ambeau continues to be unable to perform the duties of her position as a result of a disability resulting from occupationally injury or disease as defined in the workers' compensation law. **NOW THEREFORE;**

BE IT FURTHER RESOLVED, by the Board of Education of the Wayne Central School District that Monica Ambeau shall be determined to be in unpaid leave status as of February 12, 2003

BE IT FURTHER RESOLVED, that Monica Ambeau shall be entitled to such rights as are provided in Section 71 and Section 73 of the Civil Service Law.

BE IT FURTHER RESOLVED, that this leave of absence shall run concurrently with any other leave entitlement.

LEAVE OF ABSENCE RESOLUTION

WHEREAS, Carm Heintzelman has been employed as a bus driver; and

WHEREAS, Carm Heintzelman has been continuously absent from work since January 24, 2000; and

WHEREAS, Carm Heintzelman has exhausted all available paid leave time; and

WHEREAS, Carm Heintzelman continues to be unable to perform the duties of her position as a result of a disability resulting from occupationally injury or disease as defined in the workers' compensation law. **NOW THEREFORE;**

BE IT FURTHER RESOLVED, by the Board of Education of the Wayne Central School District that Carm Heintzelman shall be determined to be in unpaid leave status as of February 12, 2003;

BE IT FURTHER RESOLVED, that Carm Heintzelman shall be entitled to such rights as are provided in Section 71 and Section 73 of the Civil Service Law.

BE IT FURTHER RESOLVED, that this leave of absence shall run concurrently with any other leave entitlement.

Appointments:

Dave Brandon – School Bus Driver assigned to the Transportation Department, a permanent civil service appointment effective March 1, 2003 at \$11.80 per hour after serving a successful probationary period.

Kelly Damick – Teacher Aide (1:1) (.5 FTE), assigned to Ontario Primary School, a temporary civil service appointment effective, January 21, 2003 through June 30, 2003 at \$7.65 per hour. *New position created.*

Rene Hall – Teacher Aide (1:1) (1.0 FTE), assigned to Ontario Primary School, a temporary civil service appointment effective, January 14, 2003 through June 30, 2003 at \$7.65 per hour. *New position created.*

Mary Heltzel – Bus Monitor assigned to the Transportation Department, a permanent civil service appointment effective March 1, 2003 at \$7.65 per hour after serving a successful probationary period.

Dale Hilfiker – Cleaner assigned to the Maintenance Department (Freewill Elementary School), a permanent civil service appointment effective March 2, 2003 at \$11.49 per hour after serving a successful probationary period.

Catherine Luke – Ten Month Typist assigned to James A. Beneway High School (serving in the Counseling Office), a permanent civil service appointment effective March 1, 2003 at \$8.80 per hour after serving a successful probationary period.

Patty Miller – Teacher Aide (1:1) (1.0 FTE), assigned to Ontario Primary School, a temporary civil service appointment effective, 1/21/03 through June 30, 2003 at \$7.65 per hour. *New position created.*

Cynthia Marines – Network System Support Aide assigned to the Technology Department, a permanent civil service appointment effective February 3, 2003 at \$11.42 per hour after serving a successful probationary period.

Kathy Town – Head Bus Driver assigned to the Transportation Department, a permanent civil service appointment effective March 30, 2003 at \$13.95 per hour after serving a successful probationary period.

Deborah Whittemore – School Bus Driver assigned to the Transportation Department, a permanent civil service appointment effective March 1, 2003 at \$11.80 per hour after serving a successful probationary period.

RESOLUTION TO CREATE NEW 1:1 AIDE POSITIONS

Resolved that the BOE hereby establishes 2 new positions (1.0 FTE) in the classification of teacher aide and that the two teacher aide positions shall be designated as 1:1 aides.

Resolved that the BOE hereby establishes 1 new position (.5 FTE) in the classification of teacher aide and that the one teacher aide position shall be designated as a 1:1 aide.

CSE Recommendations to the Board of Education

Date: 2/12/03

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

Student: # 00-7494	Grade && Year: 09 (02-03)
School: Norman Howard-ODX	Time of Services: 100%
Classification: LD/all areas	
Recommended Placement : Special Class, 12:1:1/reduced class size to accommodate severe learning deficits.	Triennial Due: 2005/05
	Last Program: Special Class, 15:1 for Language Arts; Social Studies;

Reason for Placement/Services: Alternative approach for academic needs

Other Placement/Services Considered, but Not Selected: Resource Room

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 4013	Grade && Year: 11 (02-03)
School: Monroe BOCES-Alternative High School in Fairport-ODX	Time of Services: 100%
Classification: ED	
Recommended Placement : Special Class, 6:1:1	Triennial Due: 2005/03
	Last Program: Monroe BOCES Alternative HS (Gananda)

Reason for Placement/Services: Continuation of current services.

Other Placement/Services Considered, but Not Selected:

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	As part of program.
	Adapted Physical Education:	None
	Other:	1:1 Aide

Student: # 7463	Grade && Year: 07 (02-03)
School: Halpern Education Center-ODX	Time of Services: 100%
Classification: ED	
Recommended Placement : Special Class 6:1:1/structured class to meet intense behavior & social/emotional needs.	Triennial Due: 2003/11
	Last Program: Eagle Ventures, 8:1:1/structured class to meet intense behavior &

Reason for Placement/Services: Alternative approach for behavioral needs

Other Placement/Services Considered, but Not Selected: Special Class, 15:1

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	As per program.
	Adapted Physical Education:	None
	Other:	None

CSE Recommendations to the Board of Education

Date: 2/12/03

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

Student: # 7757
School: Ontario Elementary
Classification: LD/listening, math calc., math reasoning
Recommended Placement : Consultant Teacher for academic support
Grade && Year: 03 (02-03)
Time of Services: 2 hours/week
Triennial Due: 2005/04
Last Program: Regular Education

Reason for Placement/Services: Needs in class support / test modifications.

Other Placement/Services Considered, but Not Selected: Resource Room

Related	Speech and/or Language:	Consultant 30 minutes/week
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 8542
School: Ontario Elementary
Classification: LD/reading
Recommended Placement : Resource Room
Grade && Year: 04 (02-03)
Time of Services: 3 hours/week
Triennial Due: 2005/08
Last Program: Regular Education

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

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

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 96231
School: Wayne Central Middle School
Classification: LD/math reasoning
Recommended Placement : Special Class, 15:1/small group instruction for repetition/reinforcement/modified
Grade && Year: 06 (02-03)
Time of Services: 60%+
Triennial Due: 2005/04
Last Program: Special Class, 15:1/small group instruction for

Reason for Placement/Services: Continuation of current services.

Other Placement/Services Considered, but Not Selected:

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

CSE Recommendations to the Board of Education

Date: 2/12/03

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

Student: # 96299	Grade && Year: K (02-03)
School: Freewill Elementary	Time of Services: See Related Services
Classification: SI	
Recommended Placement : Related Services Only	Triennial Due: 2005/07
	Last Program: Regular Education

Reason for Placement/Services:

Other Placement/Services Considered, but Not Selected:

Related	Speech and/or Language:	120 minutes/week, small group
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 96514	Grade && Year: 04 (02-03)
School: Freewill Elementary	Time of Services: 7.5 hours/week
Classification: LD/math calculation; written expression	
Recommended Placement : Consultant Teacher for academic support	Triennial Due: 2005/05
	Last Program: Regular Education

Reason for Placement/Services: Needs in class support / test modifications.

Other Placement/Services Considered, but Not Selected: Resource Room

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	30 minutes/week (consultant), direct/indirect
	Adapted Physical Education:	None
	Other:	None

Student: # 97647	Grade && Year: 06 (02-03)
School: Wayne Central Middle School	Time of Services: 2 hours/week
Classification: LD/math calculation	
Recommended Placement : Consultant Teacher for support in math	Triennial Due: 2005/06
	Last Program: Regular Education

Reason for Placement/Services: Needs in class support / test modifications.

Other Placement/Services Considered, but Not Selected: Resource Room

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

CSE Recommendations to the Board of Education

Date: 2/12/03

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

Student: # 97865	Grade && Year: 07 (02-03)
School: Wayne Central Middle School	Time of Services: 2 hours/week
Classification: LD/written expression	
Recommended Placement : Consultant Teacher in all academic areas	Triennial Due: 2005/07
	Last Program: Regular Education

Reason for Placement/Services: Needs in class support / test modifications.

Other Placement/Services Considered, but Not Selected: Resource Room

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 97872	Grade && Year: 07 (02-03)
School: Wayne Central Middle School	Time of Services: 2 hours/week
Classification: LD/written expression & math calc.	
Recommended Placement : Consultant Teacher in ELA & Math	Triennial Due: 2005/02
	Last Program: Consultant Teacher & Special Class for Math (Pal-Mac)

Reason for Placement/Services: Needs in class support / test modifications.

Other Placement/Services Considered, but Not Selected: Resource Room

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 97977	Grade && Year: 01 (02-03)
School: Ontario Primary	Time of Services: See Related Services
Classification: SI	
Recommended Placement : Related Services Only	Triennial Due: 2005/10
	Last Program: Regular Education

Reason for Placement/Services:

Other Placement/Services Considered, but Not Selected:

Related	Speech and/or Language:	3X30 minutes/week, small group (pull out)
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

CSE Recommendations to the Board of Education

Date: 2/12/03

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

Student: # 97978	Grade && Year: 04 (02-03)
School: Ontario Elementary	Time of Services: 5 hours/week
Classification: SI	
Recommended Placement : Consultant Teacher for academic support	Triennial Due: 2005/03
	Last Program: Resource Room (Penfield)

Reason for Placement/Services: Needs in class support / test modifications.

Other Placement/Services Considered, but Not Selected: Resource Room

Related	Speech and/or Language:	3X30 minutes/week, small group
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 97992	Grade && Year: 07 (02-03)
School: Wayne Central Middle School	Time of Services: 60%
Classification: LD/Written Expression	
Recommended Placement : Special Class for ELA; Social Studies	Triennial Due: 2004/01
	Last Program: Resource Room (Webster)

Reason for Placement/Services:

Other Placement/Services Considered, but Not Selected:

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	1x/week @ 30 min. (individual)
	Adapted Physical Education:	None
	Other:	None

Student: # 98008	Grade && Year: 11 (02-03)
School: Wayne Central High School	Time of Services: 50%+
Classification: LD/basic Rdg./Listening Comp/Rdg. Comp	
Recommended Placement : Eagle Ventures, 12:1:1/small group instruction for repetition/reinforcement/modified	Triennial Due: 2005/09
	Last Program: Resource Room (Gananda)

Reason for Placement/Services:

Other Placement/Services Considered, but Not Selected: Special Class, 12:1:1 (Other)

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

CSE Recommendations to the Board of Education

Date: 2/12/03

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

Student: # 98009	Grade && Year: 06 (02-03)
School: Wayne Middle School	Time of Services: Every other day
Classification: LD/writing	
Recommended Placement : Resource Room for small group instruction & full participation in general education.	Triennial Due: 2004/1
	Last Program: Resource Room (Fairport)

Reason for Placement/Services: Continuation of current services.

Other Placement/Services Considered, but Not Selected:

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	2X/month at 30 minutes (1x/consult; 1x/individual)
	Adapted Physical Education:	None
	Other:	None

Student: # 98015	Grade && Year: 07 (02-03)
School: Wayne Central Middle School	Time of Services: 2-3 periods/per cycle
Classification: SI	
Recommended Placement : Resource Room for small group instruction & full participation in general education.	Triennial Due: 2004/01
	Last Program: Resource Room (Florida)

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

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

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 98021	Grade && Year: 01 (02-03)
School: Ontario Primary	Time of Services: 1 hour/day (30 min. pull out, 30 min. push in)
Classification: SI	
Recommended Placement : Resource Room	Triennial Due: 2005/10
	Last Program: Consultant Teacher (Schenectady)

Reason for Placement/Services:

Other Placement/Services Considered, but Not Selected: Resource Room

Related	Speech and/or Language:	3x/week @ 30 mins. (small group)
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

CSE Recommendations to the Board of Education

Date: 2/12/03

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

Student: # 98205
School: Wayne Central High School
Classification: LD
Recommended Placement : Consultant Teacher for academic support
Grade && Year: 09 (02-03)
Time of Services: 2 hours/week
Triennial Due: 2001/09
Last Program: Consultant Teacher (Albion)

Reason for Placement/Services: Continuation of current services.

Other Placement/Services Considered, but Not Selected:

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

Student: # 98217
School: Monroe BOCES-Alternative High School in Fairport-ODX
Classification: ED
Recommended Placement : Special Class, 6:1:1
Grade && Year: 09 (02-03)
Time of Services: 100%
Triennial Due: 2003/10
Last Program: Hillside Residential

Reason for Placement/Services: Continuation of current services.

Other Placement/Services Considered, but Not Selected:

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	As per program
	Adapted Physical Education:	None
	Other:	None

Student: # 98303
School: Ontario Elementary
Classification: LD
Recommended Placement : Consultant Teacher for academic support
Grade && Year: 03 (02-03)
Time of Services: 2 hours/week
Triennial Due: 2004/01
Last Program: Consultant Teacher (Penfield)

Reason for Placement/Services: Continuation of current services.

Other Placement/Services Considered, but Not Selected:

Related	Speech and/or Language:	None
	Occupational Therapy:	None
	Physical Therapy:	None
	Counseling:	None
	Adapted Physical Education:	None
	Other:	None

CPSE Recommendations to the Board of Education

Date: 2/12/03

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

Student: # 97518 School: Monroe 1 BOCES @ St. James School Classification: Preschool Child w/a Disability Recommended Placement :	Grade & Year: Preschool (02-03) Time of Services: 5x/wk @ 1/2 day (PM) Last Psychological: 12/20/02 Last Program:
--	--

Related	Speech and/or Language: Occupational Therapy: Physical Therapy: Counseling: Adapted Physical Education: Other:	2x/week @ 30 mins (small group) None None None None None
---------	---	---

Student: # 97569 School: Rochester Hearing & Speech @ home Classification: Preschool Child w/a Disability Recommended Placement :	Grade & Year: Preschool (02-03) Time of Services: See related services Last Psychological: 11/26/02 Last Program:
--	--

Related	Speech and/or Language: Occupational Therapy: Physical Therapy: Counseling: Adapted Physical Education: Other:	2x/wk @ 30mins. (ind) None None None None None
---------	---	---

Student: # 98224 School: Roosevelt Children's Center @ Newark Classification: Preschool Child w/a Disability Recommended Placement :	Grade & Year: Preschool (02-03) Time of Services: See related services Last Psychological: 12/18/02 Last Program:
---	--

Related	Speech and/or Language: Occupational Therapy: Physical Therapy: Counseling: Adapted Physical Education: Other:	None None 2x/wk @ 30 mins. None None None
---------	---	--

WAYNE CENTRAL SCHOOL DISTRICT
Ontario Center, New York

TO: Board of Education
FROM: Michael Havens
RE: Consensus Agenda
DATE: February 12, 2003

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

1. Accept December Treasurer's Report
2. Approve Budget Transfer
3. Approve Remedial Services Contract with Newark Central School District
4. Award Surplus Bus Bid
5. Award O&M Cleaning Supplies
6. Award External Diploma

/les

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: February 12, 2003
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 February 12, 2003

GJA/db

Attachment

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: February 12, 2003
RE: Agreement for Remedial Services with Newark Central School District

Attached is an agreement for remedial services rendered to a Wayne student attending a private or parochial school in the Newark Central School District for the 2002-2003 school year.

The cost of the agreement is:

1 student @ \$ 202.38

The student listed has been verified by the attendance office.

RESOLUTION

Be it resolved, that the Board of Education of the Wayne Central School District hereby approves the agreement for remedial services with the Newark Central School District for the 2002-2003 school year, and hereby authorizes the Superintendent to execute the contract.

/db

Attachment

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: February 12, 2003
RE: Surplus Bus Bid

At the regular board meeting held December 11, 2002, the Board of Education declared school buses #168, #169, #170, #176, and @182 as surplus vehicles. A legal notice was advertised in the local newspapers inviting the submission of sealed bids for these vehicles. The bids were publicly opened on Thursday, January 16, 2003, at 1:00 p.m. at the district administrative offices.

The highest bidders are:

Vendor	Bus #	Bid Price
1. Jamie Catalan 202 Ave F, Apt 1A Brooklyn, NY 11218	182	\$4,001.00
2. Eastern Welding 1473 Ridge Road Ontario, NY 14519	176	77.77
3. North Star Tours Inc. 727 E 3 rd St. Brooklyn, NY 11218	168 169 170	2,602.00 2,709.00 <u>1,200.00</u>
		<u>\$10,589.77</u>

Recommend that the Board of Education award these surplus buses to the highest bidders as outlined above.

/db

Attachment

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: February 12, 2003
RE: Operation & Maintenance Cleaning 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 Operation and Maintenance Cleaning Supplies and Equipment.

Sealed bids were received and opened publicly on Thursday, January 23, 2003 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:

	<u>Vendor</u>	<u>Bid Total</u>	<u>Discount</u>
1.	Chase Commercial Source 401 Pixley Road Rochester, NY 14624	73.00	2%
2.	Corr Distributors, Inc.. 33 Chandler Street Buffalo, NY 14207	2,872.15	
3.	Hillyard Chemical Co 159 Lagrange Ave. Rochester, NY 14613-1511	6,827.00	30%
4.	Palmer Distributing 100 Hoffman St. Newark, NY 14513	4,387.73	State Cont.
5.	Reliable Products 639 Fitch St. Oneida, NY 13421	400.00	5%
6.	W.W. Grainger 507 Hague St. Rochester, NY 14606	340.79	State Cont.
	Total	<u>14,900.67</u>	

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

/db

Attachment

O&M CLEANING SUPPLY BID
2002-03

All American Poly
Attn: David
40 Turner Rd.
Piscataway, NJ 08854

Brulin Corp.
Mr. Andrew Chadwick
PO Box 17227
Rochester, NY 14617-0227

Central Poly Corp.
Mr. Andrew Hoffer
18 Donaldson Place
Linden, NJ 07036

Chase Commercial Source
Gentlemen:
401 Pixley Rd.
Rochester, NY 14624

Chemsearch
Mr. Hank Sciarabba
21 Lost Mountain Trl
Rochester, NY 14625-2423

Cook Iron Store
Mr. Matt Kurtz
PO Box 31237
Rochester, NY 14603

Corr Distributors, Inc.
Mr. Will Slocombe
33 Chandler Street
Buffalo, NY 14207

Drummond American
Mr. Don Kolpuski
47 Fox Ct.
Rochester, NY 14624

Ecolab Inc.
Contract Sales
Ms. Dianne Hardy
370 Wabasha St.
St. Paul, MN 55102

Green Oaks Janitor Supply
465 Blossom Rd
Rochester NY 14610

Hillyard Chemical Co.
159 Lagrange Ave.
Rochester, NY 14613-1511

L.J.C. Distributors
1626 Cedar Ave.
Scranton, PA 18505

L.L. Clean Co.
Ms. Linda Gartland
PO Box 114
Gibbsboro, NY 08026

Leggette Enterprises
Mr. Scott Legette
3781 Union Street, PO Box 278
Marion, NY 14505

Mat Works
Ms. Danielle Griffith
11900 Old Baltimore Pike
Beltsville, MD 20705

Metco Supply Inc.
Gentlemen
81 Kiski Avenue
Leechburg, PA 15656

Neutron Industries
Mr. Donald Lutter
7107 North Black Canyon Highway
Phoenix, AZ 85021

Palmer Distributing
Gentlemen
100 Hoffman St.
Newark, NY 14513

Ravan Environmental Inc.
Mr. Mike Loene
7 Sunleaf Drive
Penfield, NY 14526

W.W. Grainger
Mr. John Crowley
430 W. Metro Park
Rochester, NY 14606

MEMORANDUM

Wayne Central Schools

Office of the Superintendent



TO: Board of Education
FROM: Michael Havens
RE: External Diploma
DATE: February 12, 2003

The Wayne Central Board of Education hereby awards Carley Suzanne McEwen, a resident of the Town of Ontario, a Wayne Central High School Diploma for her completion of the New York State External Diploma Program.

Wayne Finger Lakes BOCES has notified the Wayne School District that Carley McEwen has completed all the requirements as defined by the State of New York to the satisfaction of the program director, and has therefore earned her diploma. A copy of her transcripts have been received by the High School Guidance Department.

I recommend the Board of Education approve the issuance of this diploma.

/les

The External Diploma Program (EDP)

An Adult High School Credential of Demonstrated Competence

Each year, more than 450,000 adults earn their high school diplomas and many go on for post-secondary study. Most of these adults earn their diplomas by passing the GED Tests sponsored by the American Council on Education (ACE). A second adult high school credentialing option, the External Diploma Program (EDP) is available for New York State adults for whom the testing model or a curriculum-based content may be the barrier to earning the high school diploma they deserve.

What is the External Diploma Program (EDP)?

The NYS External Diploma Program is an adult applied-performance, competency-based, assessment program that credentials skilled adults who have acquired their high school-level abilities through their life experience. The EDP process expects adults to demonstrate their ability in a series of simulations that parallel job and life situations; to be evaluated against an established criteria of performance instead of by comparison with others; to take responsibility for acquiring instruction through existing community resources; and, finally, to achieve mastery of the competencies required, including an occupational or specialized skill. The EDP was originally developed in NYS and was subsequently given to the American Council on Education which made the EDP opportunity available nationally. The program was transferred to Madison Area Technical College (MATC) in March 2000. An electronic version of the current EDP is in development under a contract with the U.S. Department of Education. New York State has representation on the development panel. The electronic version is scheduled for completion in late 2001/early 2002.

What does the EDP process look like?

The program consists of two phases: Diagnostic and Assessment.

- A. In the Diagnostic phase, an advisor conducts an evaluation of the adult's basic skills in reading, writing, and mathematics, as well as in an entry-level job skill. The adult then receives a prescriptive analysis of which skills need to be upgraded and a list of community learning resources available. After re-learning has occurred, the adult returns to the EDP office and retests in the areas of deficiency.
- B. In the Assessment phase, the adult demonstrates the 65 competencies which are embedded in a series of simulations of realistic tasks, such as finding a job or planning a vacation. In this phase, the adult also demonstrates an individualized competency by verifying occupational or special skills, such as art or home management, through an employer evaluation or a performance demonstration in front of a community expert. Academic assessment and completion of training programs can also serve as an individualized competency demonstration. Once this specific skill and the 65 general competencies are demonstrated with 100% mastery and reviewed by another assessment specialist, the high school diploma is awarded through a local school board.

Wayne-Finger Lakes BOCES

Canandaigua CRC 5253 Parkside Drive Canandaigua NY 14424 1-800-527-1765

Site Director: Joan Beecher Geneva Career Center (585) 394-9300