

WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA



DATE: November 18, 2004
TIME: 7:30 p.m.
PLACE: Wayne Middle School Media Center

7:00 Call to Order /Pledge of Allegiance
Executive Session

7:30 Approval of Agenda/Approval of Minutes

[Att. 1](#)

7:35 Public Comment

7:40 Board Member Comments

7:45 Board President's Comments

7:50 Action Item Report

7:55 Superintendent's Report

1. Board Member Recognition
2. Independent Auditor's Report – R. Wager
3. Going To College Plan
4. Naming School Facilities
5. Indoor Track – M. Blankenberg
6. Building Project Update
7. Financial Update
8. Student Questions

9:00 Board Action Items:

Personnel Action

CSE/CPSE Action

Consensus Agenda:

1. Accept Treasurer's Report
2. Approve Audit Report
3. Approve Budget Transfers
4. Award Bids

[Att. 2](#)

Att. 3

[Att. 4](#)

9:05 Public Comment/Board Comments

9:10 Adjournment

Next Meeting: December 9, 2004 7:30 p.m.

Ontario Elementary School

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: Thursday, October 14, 2004

TIME: 7:00 p.m.

TYPE: Regular Business Meeting

PLACE: Ontario Primary School

PRESENT: Trustees Brunner, Diller, Griswold, Lyke, Robusto, Triou, Wyse, 1 Vacancy; District Clerk Switzer; Administrators Havens, Morrin, Shaffer, La Ruche, Siracuse, Saxby, Woodard, Atseff, Spring, Callahan

ABSENT: Trustee Johnson

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

I. **CALL TO ORDER:** 7:00 p.m. by John D. Triou, School Board President

II. **EXECUTIVE SESSION** (Personnel)

Mr. Wyse offered a **MOTION** to adjourn the meeting, at 7:01 p.m., for an executive session on personnel matters pertaining to specific personnel. 7 Ayes, 0 Nays, 1 Absent (Mr. Johnson), 1 Vacancy, Carried.

III. **RECONVENE:** 7:31 p.m.

IV. **PLEDGE OF ALLEGIANCE**

V. **APPROVAL OF AGENDA & MINUTES** (September 23, 2004)

Mr. Wyse offered a **MOTION** to approve the agenda for this evening's meeting and the minutes of the meeting of September 23, 2004, both as presented. 7 Ayes, 0 Nays, 1 Absent (Mr. Johnson), 1 Vacancy, Carried.

VI. **PUBLIC COMMENT**

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

A. Linda Waasdorp, 2128 Evergreen Circle, Ontario, expressed concern about inadequate information from school personnel on the drop/add course process at the high school and asked if she is entitled by school board bylaws to a response within thirty (30) days. Trustees asked Mr. Havens to explore the matter and provide follow-up to Mrs. Waasdorp.

VII. BOARD MEMBER COMMENTS

- A. Mrs. Lyke reported on the recent ***program meeting of the Four County School Boards Association*** where Tom Rogers of the NYS Council of School Superintendents spoke on the expected shortage of school superintendents in the next five (5)-years and the expectation of additional state mandates on term limits for independent auditors and separation of responsibilities in the internal claims payment process for school districts based on recent criminal incidents in Long Island school districts. She noted that these meetings are highly informative and encouraged trustees to attend the next session on policy versus administration in school management on November 3rd,
- B. Mr. Wyse noted that recent bomb scare incidents highlighted the absence of ***notification of fire and emergency personnel*** of such incidents. He noted the importance of the first five (5) minutes in potential fires and the value of advance notification to obtain volunteer responders during the school day. Mrs. Lyke asked if calls to 911 are linked to fire and emergency services as well as law enforcement; Mr. Wyse stated they are not. He asked that the policy committee review this matter and present a recommendation to the Board of Education. By ***consensus***, this was accepted.

VIII. BOARD PRESIDENT'S COMMENTS

- A. Mr. Triou extended welcome to retirees, their families and visitors present this evening.

IX. RECOGNITION OF RETIREES

Mr. Triou noted that the Board of Education has an annual tradition of recognizing retirees with customized resolutions that recount their service to local students and a framed certificate. He noted that the Board of Education is pleased to recognize nine (9) retirees this fall, several of whom are present this evening, and invited Mrs. Brunner to begin the program.

Mrs. Brunner offered a **MOTION**, seconded by Mr. Robusto, to adopt **RESOLUTIONS** of tribute to retirees, **TO WIT:**

**RESOLUTION COMMENDING MARGARET WACHOB
UPON THE OCCASION OF HER RETIREMENT AS A
TEACHER AIDE, TYPIST & SENIOR TYPIST**

WHEREAS, Margaret Wachob has retired effective June 25, 2004, *and*

WHEREAS, said retirement concluded a career of 16 years service to the Wayne Central School District and the residents of the community, *and*

WHEREAS, Margaret Wachob served staff, students and families at Thomas C. Armstrong Middle School as a teacher aide and a building office secretary and James A. Beneway Senior High School as a building secretary, *and*

WHEREAS, Margaret Wachob's service was marked by her care and concern for the students, families and staff members with whom she worked on duties ranging from personal and telephone contacts to handling disciplinary reports and referrals and serving as treasurer of extra-classroom activities funds, *and*

WHEREAS, Margaret Wachob's service was characterized by exceptional attention to detail and personal interest in the needs and achievements of staff and students with whom she had contact, *and*

WHEREAS, the Board of Education recognizes that the contributions of each employee are essential to student achievement and success,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Wayne Central School District that the service of Margaret Wachob is recognized and commended, with grateful appreciation, *and*

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Margaret Wachob and that the school district clerk is hereby directed to cause the text of this resolution to appear in the minutes of the Board of Education meeting of October 14, 2004

**RESOLUTION COMMENDING JEAN GARDNER
UPON THE OCCASION OF HER RETIREMENT AS A
TEACHER AIDE AND TEACHER ASSISTANT**

WHEREAS, Jean Gardner has retired effective July 1, 2004, *and*

WHEREAS, said retirement concluded a career of 31 years service to the Wayne Central School District and the residents of the community, *and*

WHEREAS, Jean Gardner served staff, students and families at Freewill Elementary School as a teacher aide for kindergarten, first, second and fourth grades and as a coach of the girls' wrestling cheerleading squad, *and*

WHEREAS, Jean Gardner's service was marked by her personal attention, care and concern for the students, families and staff members and to meeting the needs of students and staff members in a diligent and professional manner, *and*

WHEREAS, Jean Gardner displayed a special sensitivity for children with learning disabilities and worked with students in remedial reading and math programs and in resource room settings, *and*

WHEREAS, the Board of Education recognizes that the contributions of each employee are essential to student achievement and success,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Wayne Central School District that the service of Jean Gardner is recognized and commended, with grateful appreciation, *and*

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Jean Gardner and that the school district clerk is hereby directed to cause the text of this resolution to appear in the minutes of the Board of Education meeting of October 14, 2004

**RESOLUTION COMMENDING ELLEN MILLER
UPON THE OCCASION OF HER RETIREMENT IN THE FIELD
OF ELEMENTARY VOCAL MUSIC**

WHEREAS, Ellen Miller has retired effective June 30, 2004, *and*

WHEREAS, said retirement concludes a career of 21 years of service at Wayne Central School District and 23 years in education, *and*

WHEREAS, Ellen Miller served the students of Freewill Elementary School and the residents of the community, as a teacher of elementary vocal music, *and*

WHEREAS, Ellen Miller served as a team leader, choral director, and accompanist for numerous individual and group performances, *and*

WHEREAS, Ellen Miller further shared her talents in presentation of numerous school plays, operettas, musical productions and school assembly programs as well as the Carnival of the Arts and programs for special events and holidays, *and*

WHEREAS, the Board of Education recognizes that the contributions of each employee are essential to student achievement and success,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Wayne Central School District that the service of Ellen Miller is recognized and commended, with grateful appreciation, *and*

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Ellen Miller and that the school district clerk is hereby directed to cause the text of this resolution to appear in the minutes of the Board of Education meeting of October 14, 2004

**RESOLUTION COMMENDING JO ANN HARDER
UPON THE OCCASION OF HER RETIREMENT IN THE FIELD
OF ELEMENTARY EDUCATION**

WHEREAS, Jo Ann Harder has retired effective June 30, 2004, *and*

WHEREAS, said retirement concludes a career of 31 years of service at Wayne Central School District and 32 years in education, *and*

WHEREAS, Jo Ann Harder served the students of Walworth Elementary School and Ontario Primary School and the residents of the community, as a teacher of first and second grade, *and*

WHEREAS, Jo Ann Harder served as a team leader for first and second grades, as a member of the 1978 re-districting study committee, as a member of the principal's advisory council, served on the district-wide elementary curriculum council and took a leadership role in development of the elementary science curriculum, *and*

WHEREAS, Jo Ann Harder further served on district and building committees on reading, language arts, math, science, media, assemblies, technology and learning standards, as well as participated in effective teaching support groups and summer curriculum improvement workshops, *and*

WHEREAS, the Board of Education recognizes that the contributions of each employee are essential to student achievement and success,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Wayne Central School District that the service of Jo Ann Harder is recognized and commended, with grateful appreciation, *and*

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Jo Ann Harder and that the school district clerk is hereby directed to cause the text of this resolution to appear in the minutes of the Board of Education meeting of October 14, 2004

**RESOLUTION COMMENDING BARBARA BOYCE
UPON THE OCCASION OF HER RETIREMENT
AS A TEACHER AIDE**

WHEREAS, Barbara Boyce has retired effective June 25, 2004, *and*

WHEREAS, said retirement concluded a career of 24 years service to the Wayne Central District and the residents of the community, *and*

WHEREAS, Barbara Boyce served staff, students and families at Ontario Elementary School as a teacher aide for students and teachers in fifth and sixth grades, *and*

WHEREAS, Barbara Boyce was recognized for her personal interest and attention to the needs of students, families and staff members, *and*

WHEREAS, Barbara Boyce worked on an individual basis with students to reinforce their skills in math, spelling, handwriting and language arts and represented her peers on screening and interview committees for new staff members, *and*

WHEREAS, the Board of Education recognizes that the contributions of each employee are essential to student achievement and success,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Wayne Central School District that the service of Barbara Boyce is recognized and commended, with grateful appreciation, *and*

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Barbara Boyce and that the school district clerk is hereby directed to cause the text of this resolution to appear in the minutes of the Board of Education meeting of October 14, 2004

**RESOLUTION COMMENDING JO ANNE HURLEY
UPON THE OCCASION OF HER RETIREMENT IN THE FIELD
OF ELEMENTARY & MIDDLE LEVEL EDUCATION**

WHEREAS, Jo Anne T. Hurley is retiring effective October 22, 2004, and

WHEREAS, said retirement concludes a career of 33 years of service at Wayne Central School District, and

WHEREAS, Jo Anne T. Hurley served the students of Ontario Elementary School and Thomas C. Armstrong Middle School, and the residents of the community, in the areas of elementary education and middle school mathematics, and

WHEREAS, Jo Anne T. Hurley distinguished herself as a master teacher and mentor to her peers and to persons new to the teaching profession, and

WHEREAS, Jo Anne T. Hurley served as a fifth grader team leader, a sixth grade house coordinator, math and history club advisor, a detention and sports' event supervisor, building planning team member and district and building committees on mathematics, computers, latch-key and teacher recognition as well as participated in summer curriculum improvement workshops, and

WHEREAS, Jo Anne T. Hurley further served her peers as an officer of the Wayne Teachers' Association, including active roles in numerous committees and projects, and

WHEREAS, the Board of Education recognizes that the contributions of each employee are essential to student achievement and success,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Wayne Central School District that the service of Jo Anne T. Hurley is recognized and commended, with grateful appreciation, and

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Jo Anne T. Hurley and that the school district clerk is hereby directed to cause the text of this resolution to appear in the minutes of the Board of Education meeting of October 14, 2004

**RESOLUTION COMMENDING NANCY SHEARER
UPON THE OCCASION OF HER RETIREMENT IN THE FIELD
OF ELEMENTARY EDUCATION**

WHEREAS, Nancy Shearer has retired effective June 30, 2004, *and*

WHEREAS, said retirement concludes a career of 19 years of service at Wayne Central School District and 20 years in education, *and*

WHEREAS, Nancy Shearer served the students of Ontario Primary School, and the residents of the community, as a teacher of grades one and three, *and*

WHEREAS, Nancy Shearer served as a team leader, audio-visual coordinator, building planning team member, member of the language arts steering committee and district-wide curriculum council and participated in summer curriculum development workshops, *and*

WHEREAS, Nancy Shearer further shared her talents as a teacher in the summer migrant education programs and as a home tutor, *and*

WHEREAS, the Board of Education recognizes that the contributions of each employee are essential to student achievement and success,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Wayne Central School District that the service of Nancy Shearer is recognized and commended, with grateful appreciation, *and*

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Nancy Shearer and that the school district clerk is hereby directed to cause the text of this resolution to appear in the minutes of the Board of Education meeting of October 14, 2004

**RESOLUTION COMMENDING PATRICIA MORTON
UPON THE OCCASION OF HER RETIREMENT IN THE FIELD
OF ELEMENTARY EDUCATION**

WHEREAS, Patricia Morton has retired effective June 30, 2004, *and*

WHEREAS, said retirement concludes a career of 33 years of service at Wayne Central School District, *and*

WHEREAS, Patricia Morton served the students of Freewill Elementary School and Ontario Primary School, and the residents of the community, as a teacher of kindergarten and first grade, *and*

WHEREAS, Patricia Morton served as a team leader, conducted kindergarten screening , and served on building and district committees on reading, language arts, social studies, math, health, criterion reference testing, science and alcohol and substance abuse and participated in summer curriculum development workshops, *and*

WHEREAS, Patricia Morton further shared her talents by matching classrooms at Ontario Elementary School and Ontario Primary School for reading partners, as a member of the building planning team for effective schools and teacher advisory committee, *and*

WHEREAS, the Board of Education recognizes that the contributions of each employee are essential to student achievement and success,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Wayne Central School District that the service of Patricia Morton is recognized and commended, with grateful appreciation, *and*

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Patricia Morton and that the school district clerk is hereby directed to cause the text of this resolution to appear in the minutes of the Board of Education meeting of October 14, 2004

**RESOLUTION COMMENDING ANITA AMSLER
UPON THE OCCASION OF HER RETIREMENT AS A
FOOD SERVICE WORKER & COOK MANAGER**

WHEREAS, Anita Amsler has retired effective August 1, 2004, *and*

WHEREAS, said retirement concluded a career of 34 years service to the Wayne Central District and the residents of the community, *and*

WHEREAS, Anita Amsler served staff, students and families at Thomas C. Armstrong Middle School as a food service worker and cook manager, *and*

WHEREAS, Anita Amsler's service was marked by her personal interest and attention to the needs of students, families and staff members, *and*

WHEREAS, Anita Amsler trained and oriented new staff members, managed daily preparation of breakfast and lunch programs and assisted students and staff members in special activities, observances and banquets, *and*

WHEREAS, the Board of Education recognizes that the contributions of each employee are essential to student achievement and success,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Wayne Central School District that the service of Anita Amsler is recognized and commended, with grateful appreciation, and

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Anita Amsler and that the school district clerk is hereby directed to cause the text of this resolution to appear in the minutes of the Board of Education meeting of October 14, 2004

On the question, the resolutions were adopted by a vote of 7 Ayes, 0 Nays, 1 Absent (Mr. Johnson), 1 Vacancy.

Each trustee participated in reading the resolutions and, when present, presenting framed copies to the retirees. Mr. Havens and building principals joined in the presentations.

X. RECESS: 8:00 p.m.

Trustees, school officials, family members and visitors joined the retiree for refreshments and congratulations.

XI. RECONVENE: 8:20 p.m.

a. REPORT ON ACTION ITEMS BY THE SUPERINTENDENT OF SCHOOLS – None

b. REPORTS OF THE SUPERINTENDENT OF SCHOOLS

A. RECOGNITION OF STAFF EFFORTS • MIDDLE SCHOOL BOMB THREAT

Mr. Havens extended thanks to middle school staff members for their diligent efforts in management of student evacuation to the high school and in identification of students who were responsible for a bomb scare message today. He also thanked high school staff members at the high school for their assistance in hosting the students.

B. DISCUSSION OF SCHOOL TRUSTEE VACANCY

Mr. Havens asked the pleasure of the Board of Education on the timeframe for interviews and selection of a person to fill the existing vacancy of school trustee.

The resignation of Timothy R. Ratcliffe as a school trustee effective September 27, 2004 was filed with the school district clerk. A person appointed to the vacancy would serve through the 2005 annual school election. Since the vacant seat expires on June 30, 2005, the trustee candidate who receives the largest number of votes will assume the vacant seat immediately upon election as provided by NYS Education Law.

Discussion among trustees on the interview and selection process is generally summarized as follows:

- Target date for filling vacancy is not later than January 1, 2005
- Target date for formal appointment is the business meeting of December 9, 2004
- **Consensus** was reached to have a committee of three (3) trustees interview applicants
- Deadline for letters of interest from eligible candidates was set as October 25, 2004

Mr. Triou named Mrs. Brunner, Mr. Griswold and Mr. Wyse to serve on the screening committee and named Mr. Wyse as chairperson.

Discussion among trustees on the qualities and characteristics of a school trustee is summarized as follows:

- honesty, integrity (Mrs. Diller)
- no axe to grind or special agenda & ability to work with other trustees (Mr. Wyse)
- specific goals in mind for the school district (Mrs. Lyke)
- community involvement (Mr. Triou)
- skills to contribute to the Board of Education (Mrs. Lyke)
- adequate time to devote to trustee duties (Mr. Griswold)
- a vision and passion for education (Mr. Robusto)
- understanding of group process, that decisions are for the well-being of the district at large, even if the decision adversely affects their own children, & willingness to listen and demonstrate fairness (Mrs. Brunner)

Mr. Robusto asked about plans for announce the interview and selection process to the community. Discussion followed on distribution of information to local news media and in school district publications. Mr. Griswold suggested contacts with parent/PTA groups and inclusion of the process on the district web site. Mr. Havens offered to provide a separate link to the screening committee on the web site.

Mr. Triou invited trustees to contact members of the committee with any additional suggestions or questions.

C. STATUS REPORT • ASSESSED VALUATION OF NUCLEAR POWER STATION

Mr. Havens stated that negotiations on the taxable assessed valuation for the nuclear power station in the Town of Ontario are in the final stages. He shared a draft copy of a resolution under consideration relative to this matter and noted that formal action on the resolution could occur at the joint meeting of the school board and Ontario and Walworth Town Boards on October 28th if negotiations are completed.

D. STATUS REPORT • 2002 CAPITAL IMPROVEMENT PROJECT

Mr. Havens noted that Mr, Jordan of the construction management firm for the 2002 Capital Improvement Project is present this evening to provide the monthly progress report. He extended compliments to all parties involved in insuring that the new athletic field lighting is ready for this week's Homecoming Weekend events.

Using a Power Point presentation, Mr. Jordan reviewed highlights of progress on the capital project since the September report. Furnishings, doors and hardware are now installed in the re-located office areas at the **middle school** and heating and air handling equipment is in place. One of the two units for the wheelchair lift at **Ontario Elementary School** has arrived and the second unit is en route. Updated air handling and ventilation equipment is in place at that school and assorted punch list items are under review.

No additional work has occurred at **Ontario Primary School** where efforts will resume in the summer of 2005. New furnishings are in place in the renovated office

area at **Freewill Elementary School**, where work continues on doors, cabinetry, emergency generator installation and assorted punch list items.

On the **athletic fields at the Ontario Center campus**, the new field lights are now installed and final testing is occurring in preparation for use at events during Homecoming Weekend as noted by Mr. Havens. Additional topsoil is in place on the infield of the new all-season track, sub-base work is occurring for field event stations and application of the asphalt surface for the new track is scheduled for this week. Contractors continue to work on installation of underground electrical conduit, preparation of foundations for the new grandstand/press box structure and new sidewalks and removal of the existing cinder track for installation of new topsoil will also occur soon. Project crews have worked on field drainage improvements and Installation of the new bleachers and press box will continue in the next several weeks.

Clearing of the drainage swale along the north boundary of the **Ontario Center campus** was recently completed through a joint project with the watershed management district in the Town of Ontario.

At the **high school**, installation of structural steel for the additional classroom space is now 85% completed and underground piping for removal of waste from the science classroom was installed. Replacement of cabinetry, shelving and blackboards also continues in existing classroom areas of the high school.

Mr. Havens noted that the corrective action which Mr. Jordan and his firm cited on some steel installation is an example of the essential role of the construction management firm in capital projects. Mr. Jordan briefly reviewed the factors involved in this issue.

Mr. Wyse extended thanks to the contractors and their crews for their efforts to complete installation and operation of the new field lights for use by our students and families on Home- Coming Weekend.

Mr. Havens noted that completion of the new all-weather track is scheduled for use in the spring, 2005 season. Mr. Jordan outlined the steps involved in development of the base and the surface for the new track and noted that some of the work is dependent on weather conditions this fall and next spring.

Mr. Havens thanked Mr. Jordan for his report.

E. FINANCIAL AND BUDGET UPDATE

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

Mr. Atseff presented reports and information through September 30, 2004 as follows (copies filed in clerk's agenda file, this meeting)

Revenue Status Report: 8% of budgeted revenues have arrived, exclusive of tax levy receipts, which will increase the share of revenues received to 69%

Expense Report – General Fund: 6% of the general fund allocations were spent to date; appropriations and expenses are on schedule.

F. REPORT ON TEACHER MENTORING PROGRAM

Mr. Havens introduced Mrs. Marcia Standera, a retired district math teacher, to review the progress and success of the mentor program for new teachers which she coordinates.

Mrs. Standera presented a comprehensive report on the goals, components, assignments and assessments of the program which matches retired master teachers with new teachers during their first three (3) years in local classrooms (copy of report filed in clerk's agenda file, this meeting). She also introduced retirees present this evening who also serve as mentor program supervisors as well as work with specific staff members.

Mrs. Standera noted that the local program is a model for other districts seeking to meet new state mandates that require such mentoring programs. State officials have recognized our district for having the mentor program underway well before the state requirement is effective. The program is very popular among Wayne Central retirees and among retirees from other districts which helps fill the numerous mentor assignments available.

She added that our program is unique in use of retirees as mentors; most districts assign master teachers to serve as mentors in addition to classroom duty which removes a large amount of experience for students in the mentor's classrooms. Since the start of the program, varied enhancements have occurred in the orientation and training of mentors and the new staff members which whom they work and the role of the building principal in the mentoring process.

Mr. Griswold noted our mentor program was started as a "step ahead" of other schools and now the state norm has "caught up with us."

Mrs. Brunner asked Mrs. Standera what areas for improvement might exist for the program. Mrs. Standera noted that modifications have occurred as the program was underway. She emphasized the portion of the program which focuses on the art of teaching as well as the culture and traditions of our school district.

Mrs. Lyke recalled a visit several years ago to a mentor program in the Albion Central School District and noted that the materials and reports about our program presented this evening indicate that we are far superior than those original efforts.

Mr. Spring noted that the teacher mentor program continually earns a top priority on the evaluations of new teacher orientation by new staff members. Mrs. Standera noted that the mentors report that their attendance at those sessions is very valuable as well.

Mr. Griswold asked if mentors are available to new teachers after their first three (3) years on the staff. Mr. Havens stated that the program ends when a teacher earns tenure and different procedures are in place to provide support for tenured teachers.

Mr. Triou asked about the number of new teachers assigned to each mentor; Mrs. Standera provided details.

Mr. Triou thanked Mrs. Standera for her written and verbal reports.

a. STUDENT QUESTIONS

Courtney Miller, 6793 Knickerbocker Road, Ontario, asked about the timeframe for shuttle busses at dismissal time at the high school. Mr. Havens will seek additional information in answer to her questions.

b. ITEMS FOR BOARD OF EDUCATION ACTION

c. PERSONNEL CHANGES

Mr. Havens presented the following personnel changes for review and consideration by the Board of Education. He noted that Mrs. Sandra Woodard, director of student services and chairperson of the Committee on Special Education, has announced her intent to retire in July, 2005, and conclude a career of 21 years in education, 16.5 of them in the Wayne Central School District.

ADMINISTRATIVE STAFF

Resignation:

Sandra Woodard, director of student services, district office, effective July 8, 2005 (for retirement after 21 years in education, 16.5 years as a special education teacher, assistant middle school principal and director of student services & chairperson of Committee on Special Education for Wayne Central School District))

INSTRUCTIONAL STAFF

RESIGNATIONS:

Joseph Drake, science (biology) teacher, assigned to the high school, effective October 7, 2004 (personal reasons)

Nancy Jordan, reading teacher, assigned to the middle school, effective October 5, 2004 (personal reasons)

APPOINTMENTS:

Barbara Boland, math teacher, 0.8 FTE, assigned to the middle school, a part-time appointment effective September 27, 2004 at \$35,450 pro-rated (replacement for Jennifer Underwood, resigned)

Melody Klein, science (biology) teacher, a two year probationary appointment effective October 12, 2004 through October 11, 2006 at \$38,536 (replacement for Joseph Drake, resigned)

Patricia Morton, elementary education teacher, assigned to the Ontario Primary School, a three (3) month temporary appointment effective October 18, 2004 through January 21, 2005 at \$35,500 (replacement for Janice Hyde while on childrearing leave of absence).

Extra-Duty & Extra-Curricular Advisory Appointments • 2004- 2005

K-12 Advisors, Team Leaders, Club Advisors, Athletic Event Supervisors, Additional Fall 2005 Coaches, September 1, 2004- June 30, 2005, at contractual rates.

See Listing, Clerk's Agenda File, This Meeting

Per Diem Substitute Teachers • 2004-2005 School Year

See Listing, Clerk's Agenda File, This Meeting

LEAVE OF ABSENCE:

Janice Hyde, elementary education teacher, .50 FTE, assigned to the Ontario Primary School, a combination paid and unpaid FMLA disability leave anticipated from October 15, 2004 through January 21, 2005 (child rearing)

SUPPORTIVE STAFF:

RESIGNATION:

Martha Walton, registered professional nurse, assigned to Ontario Elementary School, effective September 16, 2004 (personal reasons)

APPOINTMENTS:

Lynne Byrne, teacher aide, 1.0 FTE, assigned to the high school, a six month probationary civil service appointment effective September 16, 2004 through March 15, 2005 at \$8.95 per hour (replacement for Theresa Congelosi, resigned).

Nanette Coro, typist, 11 mo., assigned to the high school, a six month, probationary civil service appointment effective October 18, 2004 through April 17, 2005 at \$9.20 HOUR (replacement for Kim Muir, change of assignment to high school office)

Rachel Ford, teacher aide, 1.0 FTE (1:1), assigned to the middle school, a 10-month, temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$9.45 per hour (replacement for Gail Fritz, resigned)

Jaime Gallo, teacher aide, 1.0 FTE (1:1), assigned to the high school, a 10-month temporary civil service appointment effective September 16, 2004 through June 30, 2005 at \$8.70 per hour (replacement for Lynn Byrne, change of assignment)

Dawn Landry, food service worker, assigned to the Freewill Elementary School, a six month probationary civil service appointment effective September 13, 2004 through March 12, 2005 at \$7.45 per hour (new position for additional serving line)

Lisa Mercurio, teacher aide, 1.0 FTE (1:1), assigned to Ontario Elementary School, a 10-month, temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$8.30 per hour (continuation of appointment)

Laurie Pick, teacher aide, 0.5 FTE (1:1), assigned to the high school, a 10-month, temporary civil service appointment effective September 16, 2004 through June 30, 2005 at \$9.20 per hour (fill vacant position)

Lisa Walsh, registered professional nurse, assigned to Ontario Elementary School, a one year temporary civil service appointment effective September 1, 2004 through June 30, 2005 at \$14.20 per hour (replacement for Martha Walton, resigned)

Per Diem Substitute Support Staff • 2004-2005 School Year

See Listing, Clerk's Agenda File, This Meeting

Mrs. Brunner offered a **MOTION** to approve the personnel changes as recommended by the superintendent of schools. 6 Ayes, 0 Nays, 1 Absent (Mr. Johnson), 1 Abstention (Mr. Wyse), 1 Vacancy, Carried.

B. EXTENSION OF EMPLOYMENT CONTRACT • SUPERINTENDENT OF SCHOOLS

Mr. Havens presented the proposed extension of his employment contract for review and consideration by the Board of Education.

Mrs. Brunner offered a **MOTION**, seconded by Mr. Wyse, to adopt a **RESOLUTION** to extend the employment contract with the superintendent of schools, **TO WIT:**

**RESOLUTION TO APPROVE EXTENSION OF THE EMPLOYMENT
CONTRACT BETWEEN THE BOARD OF EDUCATION AND THE
SUPERINTENDENT OF SCHOOLS
(July 1, 2007 to June 30, 2009)**

RESOLVED, that the Board of Education of the Wayne Central School District does hereby approve extension of the employment contract between the Board of Education and the superintendent of schools for the period from July 1, 2007 through June 30, 2009, and authorizes the school board president to execute said contract (copy filed in clerk's files)

On the question, the **RESOLUTION** was adopted by a vote 7 Ayes, 0 Nays, 1 Absent (Mr. Johnson), 1 Vacancy.

d. CONSENSUS AGENDA

- (1) Reports of the School District Treasurer (A/O 8/31/04)
- (2) Resolution to Approve Change Order – Drainage Pipe/Retention Pond – Christa Construction
- (3) Award Bids for Xerographic, Personal Computing and Fine Copy Paper • 2004-2005
- (4) Resolution for Adjustment of Year End Balance & Allocation of Funds a/o 6/30/04

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

Mr. Wyse 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 August 31, 2004 (copies attached to these minutes in the minute book)
- (2) Adopt a **RESOLUTION** to **approve a change order for work on drainage, TO WIT:**

**RESOLUTION TO APPROVE CHANGE ORDER CO-1
FOR THE 2002 CAPITAL FACILITIES PROJECT
(Drainage Work – Ontario Center Campus – Christa Construction)**

BE IT RESOLVED that, upon the recommendation of the superintendent of schools, the Board of Education of Wayne Central School District hereby approves change order CO-1 in the amount of \$18,095 to connect an existing drainage outlet to a culvert at the new retention pond on the Ontario Center campus (Christa Construction)

- (3) Award bids for **xerographic, personal computing and fine copy paper** for 2004-2005 to the lowest responsible bidders as determined by the cooperative bid

conducted by Wayne-Finger Lakes Board of Cooperative Educational Services (copy filed in clerk's file)

- (4) Adopt a **RESOLUTION** to adjust allocation of excess year end fund balance of the general fund a/o 6/30/04 **TO WIT:**

**RESOLUTION FOR ADJUSTMENT OF ALLOCATION OF EXCESS FUND
BALANCE OF THE GENERAL FUND
(Fiscal Year Ending June 30, 2004)**

BE IT RESOLVED, that the Board of Education does hereby adjust the allocations made at the meeting of September 16, 2004 of the available \$1,076,288 fund balance of the general fund, in excess of the two percent (2%) state maximum, as follows:

- (1) Transfer \$ 32,158 to the School Bus Purchase Reserve Fund
- (2) Transfer \$ 526,288 to the Liability Reserve Fund
- (3) Transfer \$ 517,842 to the Insurance Reserve Fund

BE IT FURTHER RESOLVED, that the school district treasurer is authorized and directed to make such transfers, effective June 30, 2004.

Mrs. Lyke asked what uses are allowed for the insurance reserve fund. Mr. Atseff provided details. Mrs. Lyke asked if approval by the Board of Education is required for use of the fund. Mr. Atseff stated that action by the Board of Education is required to allocate monies to or to expend monies from the fund. Mr. Havens stated transfer of monies from this fund to another reserve fund is also allowed with approval by the Board of Education.

Mr. Griswold asked what approximate amount was spent for insurance reserves in the past year. Mr. Atseff provided details. Mr. Havens noted that the fund was developed in consultation with the independent auditor, Mr. Wager.

Mrs. Lyke commented that the recent program speaker at the Four County School Boards Association meeting addressed the dangers of school boards seeking advice from a common source in which they have confidence for financial advice and annual audits.

On the question the consensus agenda was approved/adopted by a vote of 7 Ayes, 0 Nays, 1 Absent (Mr. Johnson), 1 Vacancy, Carried.

e. ADDITIONAL PUBLIC COMMENT

- A. Mrs. Waassdorp supra, asked what courses are included in the district's policy on independent study. Trustees asked Mr. Havens to review the matter and contact Mrs. Waasdorp.

f. ADDITIONAL BOARD MEMBER COMMENTS

- E. Mr. Griswold extended *congratulations to Mr. Havens* on the extension of his employment contract with the Board of Education; Mr. Havens thanked trustees for their support and confidence in him.

- F. Mr. Griswold extended ***congratulations and best wishes to Mrs. Woodard*** on her retirement.
- G. Mr. Griswold stated that our ***mentor program is excellent*** and he his pleased that our district is ahead of the state trend on yet another topic. He suspects that there are numerous other areas in which our schools are considered leaders.

a. ADJOURNMENT

Mr. Wyse offered a **MOTION** to adjourn the meeting at 9:39 p.m. 7 Ayes, 0 Nays, 1 Absent (Mr. Johnson), 1 Vacancy, 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

October 28, 2004

School District Clerk

JES/jes:wp

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

BOARD OF EDUCATION MINUTES

UNOFFICIAL UNTIL APPROVED

DATE: Thursday, October 28, 2004
TYPE: Joint Meeting of the Board of Education
& Walworth & Ontario Town Boards

TIME: 7:30 p.m.
PLACE: High School Cafeteria

PRESENT: *BOARD OF EDUCATION:* Trustees Brunner, Diller, Griswold, Johnson, Lyke, Robusto, Triou, Wyse, 1 Vacancy; District Clerk Switzer; Administrators Havens, Atseff & Spring
ABSENT: Trustee Johnson

ONTARIO TOWN BOARD: Joseph Molino (supervisor), Donald Shears, Mark Brewer (councilmen)

WALWORTH TOWN BOARD: Frank Guelli (supervisor), Frank Maciuska; Deb Germain (parks & recreation director)

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

I. CALL TO ORDER: 7:30 p.m. by John D. Triou, School Board President

II. PLEDGE OF ALLEGIANCE

Vocal selections, including the national anthem, were presented by the select choir from James A. Beneway Senior High School under the direction of Peter Derse.

III. PUBLIC COMMENT

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

A. Marian Wulfert, 1340 Lake Road, Ontario and Antoinette Bobeck, 522 Ontario Drive, Ontario, were present on behalf of the Board of Directors of the Neighborhood Acting Company (NAC) to extend an invitation to trustees, school personnel and visitors to attend one of their performances of "Camelot" from November 19th to 21st at the high school performing arts center. They cited the talent and enthusiasm of cast members and noted that community theatre productions by NAC have provided funding for more the \$35,000 in scholarships over the past several years to local students pursuing the arts. They added their thanks to the Board of Education and school personnel for their support in use of school facilities for rehearsals and performances.

IV. DISCUSSION ITEMS

A. UPDATE ON COMMUNITY CENTER @ FIRST ACADEMY APARTMENTS

Mr. Guelli reviewed the efforts by a committee of residents, students and town officials in Walworth that has developed plans for conversion of the former First Academy Apartments (formerly Walworth High School, from 1930 to 1949, and Walworth Elementary School, from 1949 to

1979) for use as a community center with meeting rooms, classrooms, gym and fitness spaces and kitchen facilities. They will present preliminary plans to the town board and then at a community forum over the next several months with a public referendum tentatively set for February or March of 2005.

Three phases of improvements and renovations are planned, beginning with the former gym, stage and kitchen and advancing to the second floor classroom areas and then the single story classroom wing.

Mr. Havens stated that school officials from area school districts continue to have an interest in the use of a portion of the facility for a joint alternative educational setting for students with special educational needs. Mr. Guelli noted that town officials will request statements of intent for such uses as part of grant applications.

Mrs. Germain noted that the dates, times and locations of community presentations will appear in the public media and that the planning committee is excited about possible future uses of the former school/apartment structure in the hamlet of Walworth.

Mr. Triou asked if town officials have any sense of community sentiment on the proposal; Mr. Guelli noted that residents have expressed views both in favor and in support of the project.

Mrs. Lyke asked if the structure is vacant at this time; Mr. Guelli stated that it was vacated about three (3) years ago. Mr. Maciuska stated that the structure is in excellent condition.

B. UPDATE ON TAXABLE ASSESSED VALUE • NUCLEAR POWER PLANT

Mr. Robusto reported on the status of negotiations among town, county and school officials and Constellation Energy Corp. on the taxable assessed valuation of the nuclear power plant in the Town of Ontario. The negotiations have reached a successful conclusion and attorneys are finalizing necessary details and documents. Each agency will receive formal resolutions to consider in the near future.

Mr. Robusto extended compliments to town, county and school representatives for their cooperation and collaboration and noted the important role played by the professional advisors who assisted them..

Mr. Guelli asked when the school district would realize additional property tax revenue from the negotiated value. Mr. Havens noted that the 2004-2005 school tax statements were issued based on the taxable assessed value as of July 1, 2004. With the tentative agreement in place, the school district has revised the amount of the tax statement to reflect the tentative agreement with any additional refund if such is needed. The amount of tax paid is greater than in past fiscal years.

Mr. Guelli noted that the new taxable assessed valuation will also provide a larger amount of tax revenues for county purposes. Mr. Havens is hopeful that such additional revenue will allow permit county officials to continue the distribution of sales tax revenues among school districts in the county.

Mr. Havens extended special thanks to the Ontario town officials who participated and assisted in the negotiations. Mr. Molino stated that town officials were pleased to work jointly with school and county officials and noted the value of the professional advisors

enlisted to assist in the process. Mr. Havens noted that the parties to the agreement have agreed to make a joint public announcement when the final details and documents are completed.

Mr. Brewer asked when the county budget hearing will occur. Mr. Guelli stated it will occur in mid-December. Mr. Brewer noted that the new taxable assessed value for the nuclear plant will provide additional property tax revenues for the 2005 county budget.

C. UPDATE ON ENERGY CONSERVATION STUDY OF SCHOOL FACILITIES

Mr. Havens reviewed the status of the current energy conservation study of school facilities through a grant from the NYS Energy Research and Development Agency (NYSERDA). The study will provide information on potential savings for energy costs (e.g. heat, power, light) and options for alternative sources of energy (e.g. co-generation, wind turbines); those savings are projected by some at 80%. The Board of Education expects to receive the report before the end of November, 2004.

He noted that the NYS Education Department has strict guidelines school districts must follow on energy conservation and alternative sources. He commented on energy savings projects by other school districts, including the neighboring Marion Central School District and one near Syracuse.

Mr. Guelli asked if wind generated options would require one or more windmills. Mr. Havens stated that preliminary discussions indicate that single windmill would suffice. He added that a strong energy unit is included in district curricula, including an on-going project with NYSERDA at the middle school.

Mr. Griswold asked if the Syracuse-area school district has yet sought state approval for its project; Mr. Havens stated that they have not.

Mr. Molino noted that potential energy savings for the school district taxpayers are worthy of the effort to pursue projects of this kind.

D. UPDATE ON COOPERATIVE WATERSHED PROJECT • ONTARIO CENTER CAMPUS

Mr. Triou noted that completion of the cooperative watershed improvement project in the swale/creek along the ***northern boundary of the school campus in Ontario Center*** and on private properties northeast of the school campus is now very evident.

Mr. Molino noted that the project was a joint effort of the watershed management district of the Town of Ontario and the current capital project for athletic field improvements by the Board of Education and provides long-term drainage improvements.

Mr. Guelli noted the extensive improvements that were made and asked if a right of way exists over the creek/swale area. Mr. Havens provided details.

Mrs. Lyke asked how far the watershed improvements would extend west of Route 350. Mr. Molino stated that it will continue along south property lines Ridge Road toward the farm parcel.

Mr. Robusto asked where the drainage way crosses Ridge Road. Mr. Molino explained that the drainage path is from west to east to a culvert under Ridge Road just west of

Ontario Elementary School and then north under Route 104 to Bear Creek and Lake Ontario.

Mr. Havens stated that school officials are planning to install a fence along the property line to aid in keeping the creek/swale clean and prevent trespassing onto adjacent private property.

Mr. Guelli asked if the work was completed by town forces. Mr. Molino stated that Dates Excavating Co. of Red Creek, was the successful bidder for the project.

Mrs. Brunner asked if there are any plans for **curb stops in the north parking lot**. Mr. Havens noted that curbing and snow removal are currently under review. Mr. Molino spoke from personal experience that curb stops are not conducive to efficient snow removal.

Mr. Wyse noted that the success of the cooperative watershed project provides encouragement for additional cooperative projects. He noted that field modifications and improvements in the 2002 Capital Improvement Project have renewed discussions about **interior or perimeter roadways** for access to athletic fields and through on the Ontario Center campus. He noted that a large amount of **potential fill material** is removed by town, county and state highway crews in annual highway and drainage work and suggested the potential for base materials for roadways rather than transport the material to more distant sites in the county.

Mr. Molino stated he would favor such an approach only if the quality of base materials is monitored and appropriate for roadway construction.

Mr. Guelli asked what **uses a perimeter or interior roadway** would have. Mr. Havens noted the potential to reduce congestion and delays on highways approaching the Ontario Center campus. Mr. Robusto noted that the traffic backs up north of Route 104 due to current congestion. Mr. Maciuska noted that persons who travel the area daily are well acquainted with the problems that exist. Mr. Havens noted that the delay and congestion extending north of Route 104 is a serious concern.

Mr. Molino noted that he has received suggestions for widening the Route 350 highway from Route 104 to the school campus and the obstacles and restrictions posed by existing structures and intersections. He noted that access through the school campus for busses and other school purposes is an excellent way to address the dangers and delays posed by the existing congestion.

V. RECESS 8:00 p.m.

VI. RECONVENE 8:15 p.m.

VII. STUDENT QUESTIONS

- (1) Andrew Stewart, 1984 Kenyon Road, Ontario, asked town officials about the prospects for a Wendy's Restaurant in Ontario Center. Mr. Molino reviewed how town officials work with **prospective new businesses** and noted that the proposed Wendy's Restaurant is on hold by the business owner.
- (2) Andrew Stewart, supra, asked about potential improvements to and uses of vacant retail spaces in the **Ames Plaza** in Ontario. Mr. Molino reviewed the process used by businesses and developers for business relocation and expansion

and the demographic factors such as population served, proximity to competitors and costs for re-location that they consider. He noted that discussions with potential new businesses occur on a regular basis.

- (3) Ericka Champagne, 2275 Route 104, Ontario, asked if the town would allow **wind mills** for private property owners. Mr. Molino noted that wind generated power is among the new energy sources now available and that site plan and zoning regulations would apply to their use.
- (4) Andrew Stewart, supra, asked why **vending machines** are not available for student use during lunch periods at the high school. Mr. Havens reviewed state regulations that govern uses of vending machines in school nutrition sites.

VIII. DISCUSSION ITEMS (continued)

A. UPDATE ON 2002 Capital Improvement Project

Mr. Havens noted that work at several sites on school property started on July 1, 2004 as part of the 2002 Capital Improvement Project.

He reviewed the varied **components of the capital project**, ranging from safety and security entry renovations at Freewill Elementary School and Thomas C. Armstrong Middle School and roof replacement at varied schools to construction of additional science, art and technology classrooms at the south end of James A. Beneway Senior High School and construction of a new all-weather track and other athletic field improvements on the Ontario Center campus.

Interior work on the classroom additions at the high school will continue through the winter months. Replacement of chalkboards, bookcases and cabinetry continues throughout the high school after the end of the regular school day. He also reviewed items scheduled for **Phase II of the project** in the summer of 2005.

In response to questions received recently from residents and students, he clarified that **illumination of the new outdoor field lights for an extended time** was required to provide the 100 hours needed to “burn in” the new fixtures before final adjustments can occur.

Mr. Triou asked when the new fields will receive **new turf**. Mr. Havens noted that effort is expected within the next few weeks. Mr. Atseff noted that two seasons are need prior to use of the new areas.

Mrs. Germain noted that residents have asked if the **“dome” on the new classroom addition** is for aesthetics or has a purpose. Mr. Havens noted that it is for the new clock tower.

Mr. Griswold asked if the final **handrails for the new exterior entry steps at Ontario Elementary School are** wood or ornamental; Mr. Havens noted that the temporary wooden railings were installed while customized railings are prepared to blend with the style of the building.

Mrs. Brunner asked if all details related to the new **all-weather track** are in place for use by the spring 2005 season; Mr. Havens stated that use is anticipated for

spring of 2005. Mr. Wyse noted the time required for proper installation of the rubberized surface of the new track.

Mr. Triou asked if the installation of new **field lighting** is now complete; Mr. Atseff said yes.

Mr. Robusto asked if the **turf on the in-field of the new track** requires two (2) years or two (2) seasons before use is allowed. Mr. Havens stated it is growing seasons and use is expected by the fall of 2006.

Mrs. Brunner noted the lack of **lighting for the parking lot and driveways** following her recent attendance at Open House at **Ontario Primary School**. She asked if any priorities were established if funds are available after planned items are completed in the 2002 Capital Improvement Project to address such issues.

Mr. Havens noted that his direction from the Board of Education was to consult the list of items prepared by the capital project planning committee that were not included in the capital project for recommendation of any additional items for the 2002 Capital Improvement Project. Mrs. Brunner noted that her concern is the difficulty for children and adults to see others and for motorists to see them without adequate lighting.

Mrs. Lyke asked if any **existing light fixtures might require repair or replacement**. Mrs. Sensenbach of the Ontario Primary School staff spoke from the audience that the area noted by Mrs. Brunner is very dark and as is south parking lot at Ontario Primary School.

B. REVIEW OF TIES PROGRAM GRANT

Mr. Havens shared an informational brochure on the **TIES program** (*Together Including Every Student*) underway at the high school to promote participation of students and young adults with developmental disabilities in extracurricular and community activities through support from other students. (copy filed in clerk's agenda file, this meeting)

He noted that the school district is especially proud of the three (3) high school students who sought and obtained \$15,000 in grant funds from the NYS Office of Developmental Disabilities for the program. Mr. Griswold noted that the Red Ribbon Week dance this weekend is an example of TIES program activities.

Mr. Brewer suggested that school officials share the names of the three students with the town supervisor as candidates for the "*Catch-A-Kid*" recognition.

C. UPDATE ON TOWN HALL & PUBLIC LIBRARY EXPANSION PROJECT • Town of Ontario

Mr. Shears briefly reviewed the current expansion of **town hall and public library facilities** at the town complex. The library and town offices will each obtain about 1500 sq. ft. of relocated, additional or new space. Town forces are assisting in a large portion of the preparation and construction and completion is projected for spring of 2005. If a new public library is constructed in the future, this additional space would serve town court functions now based at Palmer Hall adjacent to the Ontario Town Hall.

IX. ADDITIONAL PUBLIC COMMENT

- A. Susan Brown, 7518 Knickerbocker Road, asked for clarification and possible revisions of school district ***policy and procedures for use of school facilities*** at no charge by town parks and recreation programs and by parent groups and PTAs, who conduct activities and raise funds for local students, at hourly rates. Trustees asked Mr. Havens to provide information to Mrs. Brown on the matter. Mr. Shears & Mr. Guelli noted that various in-kind services are exchanged between the towns and the school district.
- B. Mr. Griswold asked if any issues on the ***local, regional or national*** election ballots next week have any ***impact on school or town operations***.
- C. Mrs. Germain noted that she attended student assemblies in the Gananda and Wayne Central buildings as part of current Red Ribbon Week observances and has received ***compliments*** from the guest, keynote speaker on the ***superior attitude and behavior of students and the clean and inviting educational facilities*** provided in both school districts. Mr. Griswold noted that the school board has directed emphasis on safe and inviting facilities for many years and that school principals stress proper behavior expectations with their students. Mrs. Lyke: noted that she is proud of the behavior of our students.

X. ADJOURNMENT

Mr. Robusto offered a **MOTION** to adjourn the meeting at 8:45 p.m. 7 Ayes, 0 Nays, 1 Absent (Mr. Johnson), 1 Vacancy, 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

November 18, 2004

School District Clerk

WAYNE CENTRAL SCHOOL DISTRICT

To: Board of Education

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

Re: Personnel Action

Date: November 18, 2004

The following is submitted for your review and approval.

INSTRUCTIONAL STAFF

❖ **Tenure Recommendation:**

Kathleen Uerz is being recommended by the Superintendent for appointment to tenure in the tenure area of Elementary Education effective December 16, 2004.

❖ **Resignations:**

Melody Klein, Biology Teacher, assigned to the James A. Beneway High School, effective October 26, 2004. *For personal reasons.*

❖ **Leave of Absence:** None

❖ **Appointments**

Jeffrey Foti, Biology Teacher, NYS Control No. 973842001 (Provisional, valid through 2/1/07), assigned to the James A. Beneway High School, an eight month temporary appointment effective November 8, 2004 through June 30, 2005 at \$34,250 pro-rated. *Temporary replacement for Melody Klein (resignation).*

SUPPORT STAFF

❖ **Resignations:**

Robin Bauerschmidt, Bus Driver, assigned to the Transportation Department, effective November 5, 2004. *For personal reasons.*

Peter Evans, Bus Driver, assigned to the Transportation Department, effective October 18, 2004.
Resigned- appointed to the position of Wayne County Historian.

❖ **Appointments**

Julynn Criscuolo, Bus Driver assigned to the Transportation Department, a temporary Civil Service appointment effective November 8, 2004 through June 30, 2005 at \$12.20/hr. *Replacement for Tom Hemstreet (probationary appointment).*

Thomas Hemstreet, Bus Driver assigned to the Transportation Department, a probationary Civil Service appointment effective November 8, 2004 through May 7, 2005 at \$12.20/hr. *Replacement for Robin Bauerschmidt (resigned).*

Francesca Masisak, Bus Driver assigned to the Transportation Department, a temporary Civil Service appointment effective November 8, 2004 at \$12.20/hr. *Replacement for Terry Nevil (probationary appointment).*

Terry Nevil, Bus Driver assigned to the Transportation Department, a probationary Civil Service appointment effective November 8, 2004 through May 7, 2005 at \$12.20/hr. *Replacement for Peter Evans (resigned).*

Joan Thayer, Clerk Typist (0.5 FTE) assigned to the Food Service Department, a probationary Civil Service appointment effective October 21, 2004 through April 20, 2005 at \$11.95/hr. *Re-instatement to prior position.*

RESOLUTION TO TERMINATE EMPLOYMENT

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, the one year leave of absence granted by this Board of Education on February 12, 2003 pursuant to Section 71 and Section 73 of the Civil Service Law has expired; and

WHEREAS, Monica Ambeau continues to be unable to perform the duties of her position as a result of a disability resulting from occupational 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's employment with the Wayne Central School District shall be terminated effective November 18, 2004.

RESOLUTION TO TERMINATE EMPLOYMENT

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

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

WHEREAS, the one year leave of absence granted by this Board of Education on February 12, 2003 pursuant to Section 71 and Section 73 of the Civil Service Law has expired; and

WHEREAS, Carmella Heintzelman continues to be unable to perform the duties of her position as a result of a disability resulting from occupational 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 Carmella Heintzelman's employment with the Wayne Central School District shall be terminated effective November 18, 2004.

RESOLUTION TO TERMINATE EMPLOYMENT

WHEREAS, Barbara Twist has been employed as a bus monitor; and

WHEREAS, Barbara Twist has been continuously absent from work since October 24, 2001 and

WHEREAS, the one year leave of absence granted by this Board of Education on April 9, 2003 pursuant to Section 71 and Section 73 of the Civil Service Law has expired; and

WHEREAS, Barbara Twist continues to be unable to perform the duties of her position as a result of a disability resulting from occupational 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 Barbara Twist's employment with the Wayne Central School District shall be terminated effective November 18, 2004.

Wayne Central School District
Ontario Center, NY 14520

TO: Board of Education
FROM: Michael Havens
RE: Consensus Agenda
DATE: November 18, 2004

The following items are being recommended for approval in a Consensus agenda:

1. Accept September Treasurer's Report
2. Accept Independent Auditor's [Report](#)
3. Approve [Budget](#) Transfers
4. Award BOCES Cooperative Bid for Bus [Parts](#)
5. Award Bid for Cafeteria Serving [Line](#)

TO: Michael Havens
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: November 18, 2004
RE: Independent Auditor's Report and Management Letter

Attached is a copy of the General Purpose Financial Statements and the Management Letter for the school fiscal year ended June 30, 2004, as prepared by Raymond F. Wager, CPA, P.C., Corona Executive Commons, 332 Jefferson Road, Rochester, NY 14623.

A copy of the General Purpose Financial Statements and the Management Letter have been forwarded to the New York State Education Department, Office of Audit Services, 524 Education Building, Albany, NY 12234. The General Purpose Financial Statements must be filed by October 1 of the current fiscal year.

Recommend that the Board of Education adopt a resolution at the November 18, 2004, board meeting accepting the Independent Auditor's Report and the Management Letter for the fiscal year 2003-2004.

It will be necessary for the district to file with the State Education Department a certified excerpt of the minutes of the Board of Education meeting noting the acceptance of the 2003-2004 General Purpose Financial Statements. In addition, the District must publish a notice within ten days that such report is available for public inspection.

/db

Attachments

TO: Michael Havens
 Superintendent of Schools
FROM: Gregory J. Atseff
 Assistant Superintendent for Business
DATE: November 18, 2004
RE: Budget Transfers

In accordance with Policy #5330, please present the attached list of budget transfers to the Board of Education for their approval at their meeting on November 18, 2004.

GJA/db

Attachment

WAYNE CENTRAL SCHOOL DISTRICT
 ONTARIO CENTER, NY 14520

11/04/04

REQUEST FOR BUDGETARY TRANSFER

-----T R A N S F E R T O -----T R A N S F E R F R O M -----

BUDGET CODE	BUDGET TITLE	AMOUNT	BUDGET CODE	BUDGET TITLE	AMOUNT
A2250.471-07-5400		67,000.00	A2250.490-06-5400		67,000.00
A2250.150-07-5405		20,500.00	A2250.400-07-5405		20,500.00
A1430.160-10-0000		67,280.00	A1430.150-10-0000		67,280.00
A2250.472-07-5400		35,000.00	A2250.150-07-5401		35,000.00
A2250.472-07-5400		35,000.00	A2250.150-07-5402		35,000.00

RECOMMEND APPROVAL DISAPPROVAL

REMARKS: _____

 ADMINISTRATOR DATE ASSISTANT SUPERINTENDENT FOR BUSINESS DATE

AUTHORIZED _____ DISAPPROVED _____
 _____ SUPERINTENDENT OF SCHOOLS DATE

TO: Michael Havens
 Superintendent of Schools

FROM: Gregory J. Atseff
 Assistant Superintendent for Business

DATE: November 18, 2004

RE: BOCES Cooperative Bids - Transportation Parts & Supplies

Wayne Central School District participated in a cooperative bid by the schools in the Wayne-Finger Lakes BOCES areas for Transportation Parts & Supplies for the period of November 1, 2004 through October 31, 2005 with an option to extend for (2) 1-year terms or less upon mutual agreements of contracting parties.

Bids included all shipping & delivery charges.

Bids were awarded by groupings at highest discounts from list prices. The lowest responsible bidders are identified as follows:

	Vendor	Discount
1.	Auto-Jet Muffler Corp. 9550 Swanson Blvd. DesMoines, Iowa 50325 Group – Exhaust System Comp.	15%
2.	Mike Barnard Ford Inc. 875 Routes 5 & 20 Geneva, NY 14456 Group – Ford OEM Parts	30%
3.	Bus Parts Warehouse 1 Thermold Drive Manlius, NY 13104 Group - Electrical Switches Group – Lamps Group – Windshield Wiper Products	Major fleet price Major fleet price Major fleet price
4.	Canandaigua Chrysler Dodge 2591 Rochester Rd. Canandaigua, NY 14424 Group – Dodge/Chrysler OEM Parts	25%
5.	Chromate Industrial Corp. 3 Larkspur Lane Fairport, NY 14450 Group – Nuts, Bolts & Fasteners	45%
6.	D&W Diesel 20 Saginaw Drive Rochester, NY 14623-3132 Group – Brass fittings Group - Wire & Cable & Misc.	69% jobber price

Group – Belts & Hoses

69%

Group – Water Pumps (new & rebuilt)

call for pricing

Group – Batteries

call for pricing

7. Farnsworth Chevrolet
2350 Rochester Rd.
Canandaigua, NY 14425
 - Group – Brake Shoes, Linings 25%, Shoe kits –25 %
 - Group - Hydraulic & Air Brake Parts 25%
 - Group – Wire & Cable & Misc. 25%
 - Group – Fuel Pumps(new & rebuilt) 25%
 - Group – Ignition, Fuel, Emissions, Plugs 25%
8. Fleetpride
1437 Scottsville Rd.
Rochester, NY 14624
 - Group – Brake Shoes, Linings 55%, Shoe kits –various %
 - Group – Hydraulic & Air Brake Parts 57%, air brakes – various %
 - Group – Clutch, Press. Plate etc. 60%
 - Group – Shock Absorbers 65%
 - Group – Lamps 65%
 - Group – Belts & Hoses 61%
 - Group – Sealed Beams & Mini. Bulbs 65%
 - Group – Starters & Alternators 60%
 - Group – Exhaust System Comp 60%
 - Group – Seals 65% & 55%
 - Group – Bearings 50%
 - Group – Standard Transmission Parts 60%
 - Group – Batteries 60%
9. Frey the Wheelman
100 Savannah St.
Rochester, NY 14607
 - Group – Brake Shoes & Linings net
 - Group – Shock Absorbers 50%
 - Group – Exhaust System Comp Net
 - Group – Seals 61%
10. Griffith Energy
3849 Route 31
Palmyra, NY 14522
 - Group – Antifreeze \$10.50/\$577.50
11. Lawson Products
240 Buffalo St.
Canandaigua, NY 14424
 - Group – Brass Fittings 48%
 - Group – Sealed Beams & Mini. Bulbs 49%
 - Group – Nuts, Bolts & Fasteners 75%
 - Group – Reliable Bus Parts 65%

Group – Body Shop Supplies	65%
Group – Automotive Body Paint	65%

12. Leonard Bus Sales
4 Leonard Way
Deposit, NY 13754
 - Group – Brake Shoes & Linings 56%, Shoe kits –56 %
 - Group - Hydraulic & Air Brake Parts 48%
 - Group - Universal joints, Drive Shafts 60%
 - Group – Water Pumps (new & rebuilt) 40%
 - Group – Standard Transmission Parts 60%
13. New York Bus Sales
7765 Lakeport Rd.
Chittenango, NY 13037
 - Group – Brake Shoes, Linings 21%, Shoe kits –21 %
 - Group - Hydraulic & Air Brake Parts 21%
 - Group - Electrical Supplies 21%
 - Group - Shock Absorbers 21%
 - Group – Lamps 21%
 - Group – Fuel Pumps (new & rebuilt) 21%
 - Group – Exhaust System Comp 21%
 - Group – Chassis Parts 21%
 - Group – Gaskets 21%
 - Group – Seals 21%
 - Group – Thermostats & Hose Clamps 21%
 - Group – Bearings 21%
 - Group – Standard Transmission Parts 21%
 - Group – Automatic Transmission Parts 21%
 - Group – Glow Plugs, Injectors 21%
 - Group – Thomas, Freightliner OEM Parts 21%
14. North Star Auto Electric
105 Main St., Box 867
Macedon, NY 14502
 - Group – Starters & Alternators 54 & 63%
15. Oil Filter Service
75 Saginaw Drive
Rochester, NY 14623
 - Group – Glow Plugs, Injectors 78%
 - Group – Air, Oil Fuel & Transmission Filters 78%
16. Parts Associates
1828 Penfield-Walworth Rd.
Walworth, NY 14568
 - Group – Nuts, Bolts & Fasteners 68-72%

17. Regional International
1007 Lehigh Station Rd.
Henrietta, NY 14467
 - Group – Brass Fittings 5%
 - Group – Brake Shoes, Linings 5%
 - Group - Hydraulic & Air Brake Parts 5%
 - Group – Water Pumps (new & rebuilt) 5%
 - Group – Chassis Parts 5%
 - Group – Gaskets 5%
 - Group – Thermostats & Hose Clamps 5%
 - Group – Bearings 5%
 - Group – Automatic Transmission Parts 5%
 - Group – Air, Oil Fuel & Transmission Filters 5%
 - Group – International, Navistar, Amtran OEM 5%
 - Group – Cummins OEM Parts 5%
 - Group – Caterpillar OEM Parts 5%
18. Reliable Bus Parts
248 Otis St.
Rome, NY 13441
 - Group – Belts & Hoses 58%
 - Group – Windshield Wiper Products 60%
 - Group – Sealed Beams & Mini. Bulbs 60%
 - Group – Air, Oil Fuel & Transmission Filters 63%
 - Group – Carpenter Bus OEM Parts 25%
 - Group – Bluebird Bus OEM Parts 30%
 - Group – Reliable Bus Parts 30%
 - Group – Body Shop Supplies 30%
 - Group – Automotive Body Paint 30%
19. School Bus Parts
PO Box 10
Plumsteadville, PA 18949
 - Group – Lamps 20%
20. Ameripride
14 Glendale Park
Rochester, NY 14603
 - Group - Uniform, Shop Towel, Mats Rental

Recommend that the Board of Education award the bids to the lowest responsible bidders.

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: November 18, 2004
RE: Cafeteria Serving Line 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 a Cafeteria Serving Line to be installed at Freewill Elementary.

Sealed bids were received and opened publicly on Thursday, October 12, 2004. at 1:00 p.m. at the district administrative offices. Two bids were received as follows:

- | | |
|---|-------------|
| 1. Buffalo Hotel Supply Co., Inc.
5801 County Rd. 41
Farmington, NY 14425 | \$12,858.00 |
| 2. Rochester Store Fixtures
707 North Street
Rochester, NY 14605 | \$10,400.00 |

Recommend that the Board of Education award the bid to Rochester Store Fixtures as the lowest responsible bidder for \$10,400.00.

/db