

# WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA



DATE: December 9, 2004  
TIME: 7:30 p.m.  
PLACE: Ontario Elementary School

- 7:00 Building Tour
- 7:30 Call to Order /Pledge of Allegiance
- 7:35 Approval of Agenda/Approval of Minutes [Att. 1](#)
- 7:40 Public Comment
- 7:45 Board Member Comments
- 7:50 Board President's Comments
- 7:55 Action Item Report
- 8:00 Superintendent's Report
1. Sales Tax
  2. First Quarter Academic Report [Att. 2](#)
  3. Transition Program
  4. 9-12 School Improvement Goals
  5. Budget Calendar [Att. 3](#)
  6. Ginna Public Hearing
- 8:50 Break
- 8:55 Board Action Items:
1. Personnel Action [Att. 4](#)
  2. CSE/CPSE Action [Att. 5](#)
  3. Consensus Agenda [Att. 6](#)
    1. Accept Treasurer's Report
    2. Accept [Gift](#) to District
    3. Appoint [Fire](#) Inspector
    4. Approve [Budget](#) Transfer
    5. Approve [Health](#) Contract
    6. Approve Change [Order](#)
- 9:00 Policy – First Reading (hand carry)
- 9:05 Public Comment/Board Comments
- 9:10 Adjournment

Next Meeting: January 13, 2005 7:30 p.m. District Office Board Room

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***District Mission Statement***

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

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

**BOARD OF EDUCATION MINUTES**  
**APPROVED**

**UNOFFICIAL UNTIL**

**DATE:** Thursday, November 18, 2004  
**TYPE:** Regular Business Meeting

**TIME:** 7:00 p.m.  
**PLACE:** Middle School Media Center

**PRESENT:** Trustees Brunner, Diller (left @ 7:31 p.m.), Johnson, Lyke, Robusto, Schultz & Triou; District Clerk Switzer; Administrators Havens, Morrin, Pirozzolo, Shaffer, Siracuse, Saxby, Schiek, Atseff, Spring, Callahan, Blankenberg

**ABSENT:** Trustees Griswold & Wyse

**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

**Prior to start of the business meeting, trustees and school personnel conducted a tour of the building to fulfill the requirement of §1705 of the Education Law for annual building visits. The safety and security improvements at the school entry and the re-located spaces for the school office, counseling office and school nurse's office completed this past summer as part of the 2002 Capital Improvement Project were of special interest.**

II. **EXECUTIVE SESSION** (Personnel Matters)

Mrs. Brunner offered a **MOTION** to adjourn the meeting, at 7:01 p.m., for an executive session on personnel matters pertaining to specific persons. 6 Ayes, 0 Nays, 2 Absent (Mr. Griswold, Mr. Wyse), 1 Vacancy. Carried.

III. **RECONVENE:** 7:30 p.m.

(Mrs. Diller left the meeting @ 7:31 p.m.)

IV. **PLEDGE OF ALLEGIANCE**

V. **APPROVAL OF AGENDA & MINUTES** (October 14 & 28, 2004)

Mr. Triou presented the proposed appointment to fill a vacancy as school trustee as an additional agenda item. Mr. Johnson presented the proposed charge to the policy committee for 2004-2005 as an additional agenda item. Mrs. Brunner offered a **MOTION** to approve the agenda for this evening's meeting, as amended, and the minutes of the meetings of October 14 & 28, 2004, each as presented. 5 Ayes, 0 Nays, 3 Absent (Mrs. Diller, Mr. Griswold, Mr. Wyse), 1 Vacancy, Carried.

**A. 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. Ms. Lori Sensenbach, a counselor at Ontario Primary School, shared recollections of her grandfather's service in the Army of General George Pershing in World War I and the role of veteran services' agencies, the American Legion and the National Education Association in the origin of American Education Week observance in 1921 in response to concerns about low literacy rate among draftees.

She noted the 2004 theme for American Education Week is "Celebrating the American Dream" and announced that the Wayne Teachers' Association had decided this year to make a cash donation to the Literacy Volunteers of Wayne County to help them reach the nearly 9,000 pre-literate persons. She encouraged everyone to consider the great public education programs available to our students.

- B. Mrs. Patricia Yates, 4338 Ontario Center Road, Walworth, spoke for the fourth year as president of the Wayne Teachers' Association and noted her pleasure to extend thanks and appreciation to trustees for the time and effort they voluntarily contribute to the students and families of our school district as observance of School Board Recognition Week occurs this year. She commented on the many essential roles of school board members as outlined on the web site of the NYS School Boards Association and led a standing round of applause from the many teachers and visitors present this evening. Trustees thanked her for her comments.

#### **VII. NOMNATE NEW BOARD MEMBER**

Mr. Triou asked the pleasure of the Board of Education on the appointment of a person to fill the existing vacancy of school trustee to succeed Timothy Ratcliffe, resigned.

Mr. Johnson offered a **MOTION**, seconded by Mrs. Brunner, to adopt a **RESOLUTION** to appoint to fill the vacancy of school trustee, **TO WIT:**

**RESOLUTION TO APPOINT JEFFREY T. SCHULTZ  
TO THE POSITION OF SCHOOL TRUSTEE  
EFFECTIVE NOVEMBER 18, 2004  
(Succeed Timothy Ratcliffe, Resigned)**

**BE IT RESOLVED**, by the Board of Education of the Wayne Central School District to appoint Jeffrey T. Schultz, 4263 Cream Ridge Road, Macedon (Town of Walworth) to the vacancy of school trustee of the Wayne Central School District, effective today's date, and extending through the annual school district meeting of May 17, 2005, to succeed Timothy Ratcliffe resigned, whose current term expires on June 30, 2004, as provided by NYS Education Law..

On the question, the vote was 5 Ayes, 0 Nays, 3 Absent (Mrs. Diller, Mr. Griswold, Mr. Wyse), 1 Vacancy, Carried.

#### **VIII. INSTALL NEWLY APPOINTED BOARD OF EDUCATION MEMBER**

Mr. Schultz was introduced and the school district clerk administered the oath of office. Mr. Schultz assumed his new seat following signature on his oath of office.

Mr. Triou invited Mr. Schultz to review his resume and experience, which he did, for information of visitors and the audience.

#### **IX. BOARD MEMBER COMMENTS**

- A. Mrs. Lyke reminded trustees of the **technology fair** which the Four County School Boards Association is planning; they wish to include area firms and she suggested perhaps the windmill technology at Harbec Manufacturing Company. Mr. Wyse is a member of the planning committee for the event.
- B. Mrs. Lyke noted that the **legislative committee** of Four County School Boards Association is finalizing position papers on state and federal issues and is planning a meeting with the local representative of the NYS Board of Regents.
- C. Mrs. Lyke shared copies of the updated **profile of public school achievements** in New York State from the NYS School Boards Association.
- D. Mrs. Brunner noted recent efforts of the Wayne County Education Coalition related to **distribution of the county sales tax**. She has attended these meetings on behalf of the Board of Education. At this point, it appears that the distribution of sales tax will remain intact for calendar year 2005; adjustments may occur in subsequent years. The coalition is encouraging residents, parent groups and business owners to discuss the importance of the sales tax with members of the Wayne County Board of Supervisors.

**X. BOARD PRESIDENT'S COMMENTS**

Mr. Triou extended **condolences** to the family of retiree Lorain Eaton who taught vocal music at the primary and elementary levels at Wayne Central for 32 years.

**XI. REPORT ON ACTION ITEMS BY THE SUPERINTENDENT OF SCHOOLS**

A. Mr. Havens reported on the status of an issue pending with an employee.

**XII. REPORTS OF THE SUPERINTENDENT OF SCHOOLS**

**A. RECOGNITION FOR THE CLASS OF 2005**

Mr. Havens welcomed the many seniors present this evening to observe the meeting as part of course requirements for advanced government class and complimented the Class of 2005 on the new hooded sweatshirts with roster of class members on the back.

**B. UPDATE ON TAXABLE ASSESSED VALUE • Ginna Nuclear Power Plant**

Mr. Havens noted that attorneys for school, town and county boards have finalized proposed **agreements** relative to negotiations for the final taxable assessed value of the nuclear power station in the Town of Ontario. He thanked Mr. Robusto for his time and expertise. He hopes to have formal resolutions for trustees to consider at the December 9<sup>th</sup> Board of Education meeting.

**C. UPDATE ON SALES TAX**

Mr. Havens reported on meetings he has attended with the Wayne County Superintendent's Association and the finance committee of the Wayne County Board of Supervisors on the sales tax issue. At this date, county officials are discussing elimination of the sales tax distribution with the school districts in the county over a three (3)-year period beginning in the 2006 county budget year.

He noted that the county budget is facing serious challenges and the recapture of the sales tax now shared with schools offers a quick increase in revenues for the county. Sales tax revenues total \$5.4 million dollars among the eleven (11) school districts within Wayne County and represent \$835,000 in annual revenues for our district's budget. Both the Ontario and Walworth Town Supervisors continue to support retention of the sales tax distribution among schools; they did note that the primary input that county legislators receive is from school board members and school superintendents.

He added that the Wayne County Education Coalition is working diligently to inform the community about the serious impact of the loss of sales tax revenues to school districts.

#### **D. RECOGNITION OF SCHOOL BOARD MEMBERS**

Mr. Havens expressed his thanks and appreciation for the many contributions of trustees as the observance of School Board Recognition Week occurs across New York State. Noting the time and effort that trustees voluntarily spend, he shared a quote from the author, Margaret Mead, to " ...never doubt that a small, dedicated group of individuals can change the world; indeed, it is the only thing that ever has .... "

He shared lapel pins with the logo which will appear on the floor of the gathering place in the new classroom addition at the high school and noted the new shirts which were provided for trustees to wear at school events.

#### **E. REPORT OF THE INDEPENDENT AUDITOR • FY ENDING JUNE 30, 2004**

Mr. Havens noted that the report of the independent auditor for the fiscal year ending June 30, 2004 is on the agenda for review and consideration by the Board of Education this evening. He introduced David Rizzari from the auditing firm of Raymond P. Wager, C.P.A., P.C., to review highlights of the annual audit report and the management letter.

Mr. Rizzari noted the larger size of the report this year reflects the new reporting requirements of GASBI 34 and the new model for display and review of the financial data and information.

Mr. Rizzari noted that the school district is in good financial condition with appropriate reserve funds established (e.g. unemployment insurance, capital reserve, liability reserve). He suggested that trustees and school officials carefully monitor to the amount of fund balance retained and the options to set aside unspent funds in the reserve funds in future years, as appropriate. He reviewed state guidelines on use and amount of fund balances for school districts.

He noted items that were addressed from last year's the management letter and reviewed the minor items included in the current audit's management letter. He also noted the proposals released this week from the NYS Comptroller for new policies and procedures on internal controls relative to business affairs in light of developments in school districts on Long Island.

Mr. Havens thanked Mr. Rizzari for his report and for attending this evening's meeting.

Mr. Atseff noted that he and Mr. Havens have reviewed the management letter with Mr. Wager and Mr. Rizzari and implemented corrective steps where needed. Mr. Atseff stated that Mr. Wager will attend a school board meeting in February or March, 2005, to provide additional information on use of reserve funds. Mr. Johnson suggested scheduling that meeting as a workshop session.

They have also attended workshops on the new internal controls and will present proposed new policies on internal controls to the policy committee for review.

Mrs. Brunner noted the comments in the audit report on future increases in the contribution rates for the employer share of employee retirement benefits.

Mrs. Brunner asked if, and how, the proposed changes from the State Comptroller's office would change the role of the internal claims auditor. Mr. Atseff noted the options available to school districts.

Mr. Havens stated that he asked Mr. Wager if this audit revealed any incidents of fraud or defect and he was assured there are none. He complimented Mr. Atseff and the business office staff for their efforts to insure successful financial operations and conditions for our district.

#### **F. PRESENTATION ON SCHOOL IMPROVEMENT GOAL • *Increase College Bound Rate***

Mr. Havens noted that one of the goals of the district's school improvement plan for 2004-2005 is to have 90% of seniors continue with college studies after graduation. He added that a staff committee has worked with him on plans to reach this goal and is present to present a report this evening.

Mr. Havens introduced Mrs. Morrin, high school principal, Mrs. Stohr, a high school counselor, Mr. Pirrizzolo, assistant high school principal, and Mrs. Schiek, assistant director of student services, who have worked with him on this committee. They presented a PowerPoint report of strategies they have identified to reach the goal to increase the percentage of seniors who continue on to college from the current rate of 78% to 90%.

These strategies range from college visits and financial aid seminars to promoting discussions among students and staff members about their college experiences and career planning. They also include emphasis on the value of college degrees for future career opportunities and earning power to recognition of student achievement and success in their school work and opportunities for students to obtain college credit for courses while attending high school. Counselors have developed a checklist to monitor progress of student college applications.

Local alumni visit the high school to share college experiences and representatives from numerous colleges visit the high school to provide information and meet with students about admissions and financial aid issues. Information is shared with students and parents about local and area college information nights through the high school newsletter and special notices. A map of the United States is posted in the foyer to display college choices of graduates and college acceptances and destinations of current seniors.

The high school counseling office has published a new career planning handbook and increased dialogue between students and staff members through “sweatshirt days” featuring alma maters of faculty members on the last Friday of each month and creation of classroom bulletin boards about the college(s) they attended, the degree(s) they earned and highlights of their college career(s).

The speakers noted that the model school’s program includes plans for a senior portfolio project on college and careers and creation of a career center at the high school counseling office. They also noted efforts to increase awareness among students and their parents and starting discussions of college costs and planning beginning with kindergarten orientation and continuing through elementary and middle school years with emphasis on the importance of academic achievement. Counselors and teachers also work closely with students who are at risk of not continuing their education beyond high school

Mr. Havens stated that progress reports on these efforts will occur at as future Board of Education meeting. He shared copies of the action plan for this goal item. (copy filed in clerk’s agenda file, this meeting)

Mrs. Brunner asked if the booklet with information for planning for the future is shared with parents. Mrs. Stohr stated it is shared with parents and discussed at the junior and senior interviews as well as at freshman orientation for students and parents.

Mr. Johnson asked when school personnel begin to share information for financial aid with parents. Mrs. Stohr stated that information is provided to parents and students about local financial aid resources, college representatives do visit school, and invitations are extended to local financial aid information sessions

Mr. Johnson stated that the district web site provides another option for sharing and distributing this information with parents and students.

Mrs. Brunner stated that after having four sons complete college, she found it was most difficult to match a student to the style and culture of a specific college; she asked how the counselors can advise students to be clear about their expectations about college. Mr. Havens noted that both school counselors and parents have a role to play in this regard.

Mr. Havens thanked the staff members for their efforts and their presentation this evening.

## **G. DISCUSSION ON NAMING RIGHTS OF SCHOOL FACILITIES**

Mr. Robusto shared a summary of information and briefly discussed options available to school districts to seek vendors or individuals who might have an interest in financial contributions to school districts in exchange for naming rights. (copy filed in clerk’s agenda file, this meeting) He feels this is a topic that the Board of Education should consider and discuss as part of seeking alternatives and options for school finances.

He shared his philosophy that “people do not plan to fail, they fail to plan” and “lack of planning on your part is not a crisis for me” as well as the importance for agencies to “think outside the box.”



He noted the concerns of some individuals about the commercialization of schools where sponsors are sought for such things as basketball courts and phone systems. He feels that schools should remain free of commercial influence and that naming rights, if used, must occur in a tasteful manner.

Mr. Robusto stated he would like to have Mr. Havens research the issue in depth and provide information for review by the Board of Education,

Mrs. Lyke asked if naming rights are a consideration for exterior facilities such as athletic fields or score board or for other areas. Mr. Robusto noted that athletic fields and scoreboards as examples of some naming rights in place at schools but the potential exists for applying them to other facilities such as gymnasiums or classroom wings. He noted that colleges, universities and hospitals, for example, frequently name departments or facilities (e.g. Simon School of Business, Golisano Children's Hospital)

Mr. Johnson thanked Mr. Robusto for his research and expressed his support for asking Mr. Havens to research the matter further. He has some reservations about the uses of naming rights and would appreciate having more information on the topic.

By **consensus**, trustees endorsed the proposal for Mr. Havens to research the matter further. Mr. Havens asked for trustee representatives to assist in the effort; Mr. Robusto and Mr. Schultz volunteered to serve in that role and Mr. Triou named them as trustee liaisons.

Mrs. Lyke complimented Mr. Robusto on his presentation and pursuit of this new topic.

#### **H. REPORT ON PARTICIPATION & ACHIEVEMENT IN INTERSCHOLASTIC ATHLETICS**

Mr. Havens introduced Mr. Marc Blankenberg, director of athletics and physical education to present a review of the fall athletic season of the 2004-2005 school year.

Mr. Blankenberg distributed a written overview of the fall season and reviewed highlights for trustees, school personnel and visitors. (copy filed in clerk's agenda file, this meeting). He extended thanks to all parties involved in efforts to have the new athletic field lights in working order in time for Homecoming Weekend events this year. Athletes, their families, coaches and spectators are most appreciative of those efforts.

Mr. Blankenberg noted the overwhelming spirit and support of students for the interscholastic athletic program this year. He reviewed the large numbers of students who participate in modified (junior high), junior varsity and varsity levels of competition in fall, winter and spring seasons. New teams were formed for modified football and boys' modified volleyball in 2004 and fall junior varsity cheerleading in 2003.

He noted future considerations include creation of teams for indoor track, junior varsity golf, lacrosse and additional modified teams for existing sports. He also reviewed the additional interscholastic sports are incorporated in planning for the model school's program.

## **I. PROPOSAL FROM PARENTS FOR AN INDOOR TRACK FACILITY**

Mr. Havens asked Mr. Blankenberg, to present the proposed donation from the track booster club to allow local students to participate in an indoor track program during the 2004-2005 school year.

Mr. Blankenberg noted that the track booster club was formed last year. They wish to donate the \$675 entry fee to allow local students to participate in the indoor track program for the winter season of the 2004-2005 school year as a compliment to the outdoor track program.

He noted that 25 to 30 students have expressed interest in participating in the proposed program. The indoor track program is included in the model school's plan and an existing staff member has volunteered to serve as coach for the first year.

Mrs. Brunner asked about transportation costs related to the proposal. Mr. Blankenberg stated that the indoor track program includes eight (8) meets and funding for team travel to and from those events is available in the 2004-2005 interscholastic athletic budgets. The booster club has indicated willingness to assist with those expenses as well.

Mr. Johnson asked when approval for the new program is needed; Mr. Blankenberg stated that approval is sought this evening.

Mr. Robusto asked when the season starts; Mr. Blankenberg stated it starts immediately.

Mrs. Lyke asked if there are any additional costs for the program in the current school year. Mr. Blankenberg stated that the only new cost is for the entry fee, as noted above, which the booster club will provide. There is no cost for uniforms or supplies.

Mr. Triou clarified that the coaching personnel for the program is on a volunteer basis for this year with no obligation implied for the district to provide coaches for 2005-2006. Mr. Havens stated that the volunteer status is correct for the current school year and that the expectation is that the school district would provide funds for the coaching staff in 2005-2006.

Mr. Triou asked how many coaches are required. Mr. Blankenberg stated that the initial participation level of twenty-five (25) students would require one coach and one assistant coach.

Mr. Robusto asked what the level of full funding for the program is compared to other teams.

Mrs. Lyke asked what the additional cost would equal for the 2005-2006 school budget.

Mr. Blankenberg stated that the full cost ranges from \$6000 to \$7000 and the largest shared is for rental of facilities where the meets are conducted.

Mr. Triou asked how many schools in the region have an indoor track program. Mr. Blankenberg stated that our district and Geneva are the only ones without such a

program in the Finger Lakes league; Clyde-Savannah CSD is the only other school in the Wayne County league where a program does not exist.

Mrs. Brunner asked about the links between the cross-country and track programs. Mr. Blankenberg provided details.

Mr. Triou summarized that the proposal is to authorize participation by our students in the program in the 2004-2005 school year with donation of the entry fee by the track booster group. He suggested that Mr. Blankenberg provide a report to the Board of Education on the number of participants and scope of the program for continuation in 2005-2006.

Mrs. Lyke asked what the length of the season is for the proposed new program. Mr. Blankenberg stated it extends from the first week of December to the early part of February. Mr. Havens stated that the season dates allow consideration of continuation as part of the 2005-2006 budget development process.

Mr. Johnson suggested scheduling a report from Mr. Blankenberg in March, 2005.

Mr. Robusto offered a **MOTION** to accept the donation from the track booster club of \$675. for an indoor track program year and authorize the director of athletics and physical education to implement the program for the 2004-2005 school as outlined and as recommended by the superintendent of schools. 6 Ayes, 0 Nays, 3 Absent (Mrs. Diller, Mr. Griswold, Mr. Wyse),

#### **J. UPDATE ON 2002 CAPITAL IMPROVEMENT PROJECT**

Mr. Havens introduced Michael Jordan, project manager for the construction management firm, to present the monthly progress report on the 2002 Capital Improvement Project.

Mr. Jordan displayed digital photos of varied project sites and reviewed the progress on work at each site since his report last month. In addition to continued work on punch list items, efforts continue to have the new classroom wing at the high school enclosed by December 8<sup>th</sup> to allow work to continue indoors throughout the winter months. Delays by the general contractor are addressed on a continual basis. Seeding of the infield of the new track, foundation work for varied track and field event venues on the new athletic fields, electrical conduit for the new grandstand and press box installation of new walkways is also underway

Mr. Jordan reviewed the status of the asphalt surface for the new track and projected dates for use of the new track in 2005. Mr. Havens noted that the inability to use the new track for the 2005 season is due to delays by the contractor, Christa Construction.

Mr. Robusto asked if the width of the new track will allow sanctioned meets to occur at that facility. Mr. Jordan reviewed the corrective steps underway.

Mrs. Brunner asked if the new clock tower structure is fabricated on site or before it arrives. Mr. Jordan stated that the tower is fabricated on site and the clock arrives as a single unit.

Mrs. Brunner asked if the construction management firm is monitoring the contractors for the proper installation of roof surfaces. Mr. Jordan stated they are.

Mrs. Brunner asked what issues caused the delays by Christa Construction. Mr. Havens reviewed the issues related to staffing, timing and delays with subcontractors. Meetings between school personnel, the construction management firm and the contractor have and will continue to occur. Mrs. Brunner suggested that Mr. Robusto plan to attend when Mr. Wyse is not available.

Mrs. Brunner asked if there are any contingencies for the delayed work. Mr. Havens stated that the school district can, and has, withheld payments to the contractor. As a final step, the school district could notify the bonding company that the contractor is unable to complete the work and seek replacement by a different contractor. This would lead to additional project delays and litigation.

Mrs. Brunner asked if Christa is contractor for another project in our region. Mr. Havens noted that the company is serving, under contract, as construction manager for another capital project.

Mr. Johnson asked Mr. Havens to convey the displeasure of Board of Education on this matter to Christa Construction. Mr. Havens noted the great value of the construction management firm we have enlisted, LeChase Construction, and the diligent work by the project manager, Mr. Jordan, to address and resolve these issues.

#### **K. BUDGET & 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 October 31, 2004 as follows:  
(copies filed in clerk's agenda file, this meeting)

- (1) *Revenue Status Report – General Fund*:: 64% of budgeted revenues for 2004-05 have arrived.
- (2) *Expense Report –General Fund*: 23% of the general fund allocations spent to date; appropriations are within budget projections.

#### **L. FILING OF UNPAID SCHOOL TAXES BY THE SCHOOL TAX COLLECTOR**

Mr. Atseff presented the reports for filing of unpaid taxes with the County Treasurer of Wayne County and the Director of Finance for Monroe County for signature by members of the Board of Education. (copy filed in clerk's files). The amount of uncollected taxes this year is approximately 3%, which is within the expected ranged of 3% to 5%. By law the counties pay the uncollected amounts to the school districts and then re-levy the amounts with town and county taxes in the subsequent January levy.

#### **M. STUDENT QUESTIONS**

- (1) Benjamin Mears, 4373 Cream Ridge Road, Macedon, asked where spring 2005 track teams would practice if the new all-season track is not completed or ready for use. Mr. Havens stated that present projections are that athletes will have use of the new track for practice without the new rubberized surface and markings.

**XIII. RECESS:** 9:36 p.m.

**XIV. RECONVENE:** 9:46 p.m.

**XV. ITEMS FROM THE SUPERINTENDENT OF SCHOOLS (continued)**

**A. ANNUAL YEARLY PROGRESS • NYS SCHOOL ACCOUNTABILITY PROGRAM**

Mr. Havens asked Mr. Spring, assistant superintendent for instruction, to review the status of the statewide school accountability program for the Board of Education.

Mr. Spring provided an explanation of the **accountability measures** used by the NYS Education Department to ensure that local districts meet state standards for student achievement on math and English/Language Arts in grades 4 & 8 and on Regents exams at the secondary level. He also reviewed the increased reporting requirements and the resultant efforts to monitor reporting of student data to comply with ever-changing state regulations.

In 2003-2004, the district was cited by the NYS Education Department as a “school in need of improvement” for students with special educational needs on Regents Exams for Math Course A and Comprehensive English.

To return to status as a school in good standing, student performance levels had to meet performance indices of 134 for English/Language Arts and 124 in math. Local students exceeded both performance goals with scores 172 & 174, respectively, and noted the tremendous efforts of local students and teachers to achieve those results.

Those efforts resulted in ranking as a “school in good standing” for each of our five (5) schools on every measure in the state’s accountability system. At the district level, however, the NYS Education Department considers our district as one still “in need of improvement” based on the participation rate of our students on state exams. State standards require that a minimum of 95% of students attending the high school to take the state exams; our levels were 92.9% and 94.9%, representing two (2) and one (1) students, respectively.

In a detailed review of district-wide participation levels, school officials cited the need to better identify testing exemptions or alternative assessments for students with disabilities, to clarify those students not eligible for the exams (e.g. foreign exchange students) and delays in receipt of transcripts for district students enrolled in high school programs at out-of-district school sites. No student was purposefully excluded from the exams by the school district.

As required by state regulations, the Board of Education will receive a proposed corrective action plan for consideration at its next meeting. The plan will include procedures for excluding ineligible students and for expediting receipt and recording of test scores from school sites attended by our students at non-district locations prior to dates when the state electronically extracts data from district records.

In addition, the state accountability process is changing in 2005-2006. The NYS Education Department plans to pilot the changes in the spring and fall of 2005. The goal is to develop methods to monitor student progress; local efforts are planned to monitor and evaluate student progress more frequently and insure district curricula is aligned to the state standards through specific benchmarks.

Mrs. Lyke asked if any students who failed to pass courses in their senior return to school to complete requirements and, if so, how they are recorded in the state accountability system. Mr. Spring provided an explanation.

Mrs. Lyke stated that the classification of schools in "need for improvement" was the topic of substantial discussion at the annual meeting of the NYS School Boards Association in Buffalo in October.

Mr. Spring commented on the use of alternative assessments for some students and noted that it is directed at the success and achievement of individual students.

Mr. Havens announced that Mr. Spring will soon conclude his studies and work and receive his doctoral degree. Trustees extended congratulations to Mr. Spring on this achievement.

## **XVI. 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***

#### **TENURE RECOMMENDATION:**

**RESOLUTION TO GRANT TENURE TO  
KATHLEEN UERZ IN THE AREA OF ELEMENTARY EDUCATION  
EFFECTIVE DECEMBER 16, 2004**

**RESOLVED**, that, upon the recommendation of the superintendent of schools, Kathleen Uerz, who is certified in the area of elementary education, is hereby appointed to tenure in the elementary education tenure area effective December 16, 2004

#### **RESIGNATION:**

**Melody Klein**, biology teacher, assigned to the high school, effective October 26, 2004 (personal reasons)

#### **APPOINTMENT:**

**Jeffrey Foti**, biology teacher, assigned to the high school, an 8 mo. temporary appointment effective November 8, 2004 through June 30, 2005 at \$34,250, pro-rated (temporary replacement for Melody Klein, resigned).

#### ***SUPPORTIVE STAFF:***

#### **RESIGNATIONS:**

Robin Bauerschmidt, bus driver, effective November 5, 2004 (personal reasons)

Peter Evans, bus driver, effective October 18, 200 (accepted appointment as Wayne County Historian)

#### **TERMINATIONS:**

**RESOLUTION TO TERMINATE EMPLOYMENT  
OF MONICA AMBEAU AS A SCHOOL BUS DRIVER**

**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 § 71 and § 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  
OF CARMELLA HEINTZELMAN AS A SCHOOL BUS DRIVER**

**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 § 71 and § 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  
Of BARBARA TWIST AS A SCHOOL BUS MONITOR**

**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 § 71 and § 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.

**APPOINTMENTS:**

**Julynn Criscuolo**, bus driver, a temporary civil service appointment effective November 8, 2004 through June 30, 2005 at \$12.20 per hour (replacement for Tom Hemstreet, granted probationary appointment)

**Thomas Hemstreet**, bus driver, a probationary civil service appointment effective November 8, 2004 through May 7, 2005 at \$12.20 per hour (replacement for Robin Bauerschmidt, resigned).

**Francesca Masisak**, bus driver, a temporary civil service appointment effective November 8, 2004 at \$12.20 per hour (replacement for Terry Nevil, granted probationary appointment).

**Terry Nevil**, bus driver, a probationary civil service appointment effective November 8, 2004 through May 7, 2005 at \$12.20 per hour (replacement for Peter Evans, resigned).

**Joan Thayer**, clerk-typist .50 FTE, assigned to the food service office, district-wide, a probationary civil service appointment effective October 21, 2004 through April 20, 2005 at \$11.95 per hour (re-instatement to prior appointment)

Mrs. Brunner offered a **MOTION**, seconded by Mr. Johnson, to approve/adopt the personnel changes as recommended by the superintendent of schools. 6 Ayes, 0 Nays, 3 Absent (Mrs. Diller, Mr. Griswold, Mr. Wyse).

## **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.

Mr. Johnson offered a **MOTION**, seconded by Mrs. Brunner, 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 6 Ayes, 0 Nays, 3 Absent (Mrs. Diller, Mr. Griswold, Mr. Wyse).

## **C. CONSENSUS AGENDA**

- (1) Reports of the school district treasurer (A/O 9/30/04)
- (2) Resolution to Accept the Report of the Independent Auditor, FY Ending June 30, 2004
- (3) Approve Budget Transfers
- (4) Award Bids for Transportation Parts & Supplies (B.O.C.E.S. Cooperative Bid)
- (5) Award Bids for Installation of Cafeteria Serving Line (Freewill Elementary School)



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

Mrs. Brunner offered a **MOTION**, seconded by Mr. Johnson, 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 September 30, 2004 (copies attached to these minutes in the minute book)
- (2) Adopt a **RESOLUTION to accept the report of the independent auditor**, FY Ending June 30, 2004, **TO WIT:**

**RESOLUTION TO ACCEPT THE ANNUAL EXTERNAL  
AUDIT REPORT & MANAGEMENT LETTER  
(Fiscal Year Ending June 30, 2004)**

**RESOLVED**, that the Board of Education does hereby accept the Report on Accounts & Financial Statements for the Fiscal Year Ended June 30, 2004 & the Management Letter for same, 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) Approve **budget transfers** pursuant to Policy 5330 (copy attached to these minutes in the minute book)
- (4) Award **bids for transportation parts & supplies** to the lowest responsible bidders, multiple bid award (B.O.C.E.S. Cooperative Bid) (copy filed in clerk's files)
- (5) Award **bids for installation of cafeteria serving line at Freewill Elementary School** to Rochester Store Fixtures, 707 North Street, Rochester, New York 14605, the lowest responsible bidder, in a total bid amount of \$10,400. (copy filed in clerk's files)

On the question, the consensus agenda was approved/adopted by a vote of 6 Ayes, 0 Nays, 3 Absent (Mrs. Diller, Mr. Griswold, Mr. Wyse).

#### **XVII. POLICY COMMITTEE ITEMS**

Mr. Johnson presented the proposed **charge to the policy committee for the 2004-2005 school year** for review and consideration by the Board of Education.

Mrs. Brunner offered a **MOTION** to approve and adopt the charge to the policy committee for the 2004-2005 school year as presented by Mr. Johnson. 6 Ayes, 0 Nays, 3 Absent (Mrs. Diller, Mr. Griswold, Mr. Wyse), Carried. (copy filed in clerk's agenda file, this meeting)

#### **XVIII. ADDITIONAL PUBLIC COMMENT**

- A. Mrs. Linda Waasdorp, 2128 Evergreen Circle, Ontario, stated that she did receive information from Mr. Havens in response to her questions at a prior meeting about independent study and stated she had not yet received information on seat time for students. Mr. Havens noted that he had inadvertently omitted that information and stated he would provide it. Mrs. Waasdorp stated that she had spoken to personnel at the NYS Education Department about the seat time issue and now has some additional questions based on her discussions on the issue with district personnel. Mr. Havens discuss the matter further with Mrs. Waasdorp.

B. Beth Emley, editor of the *Wayne County Mail*, asked for clarification of the process used for recruitment, selection and appointment of the new member of the Board of Education. Mrs. Brunner provided an overview of the process used.

**XIX. ADDITIONAL BOARD MEMBER COMMENTS**

A. Mr. Triou extended thanks to the Wayne Teachers' Association for their comments and the middle school for the pens in recognition of School Board Recognition Week. He was pleased to have the large audience of staff, students and visitors present and encouraged them to attend school board meetings in the future.

**XX. ADJOURNMENT**

Mr. Johnson offered a **MOTION** to adjourn the meeting at 10:13 p.m. 6 Ayes, 0 Nays, 3 Absent (Mrs. Diller, Mr. Griswold, Mr. Wyse), 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

**December 9, 2004**

-----  
School District Clerk

WAYNE CENTRAL SCHOOL DISTRICT  
ONTARIO CENTER, NEW YORK  
2005-2006 BUDGET PREPARATION CALENDAR

DECEMBER

- December 7, 2004, Tuesday .....Administrative Meeting:  
.....Budget development calendar reviewed.  
.....Budget development process reviewed.  
.....Budget guidelines, instructions, and decision package forms distributed to building principals, central office administrators, and support staff supervisors.  
.....Student enrollment projections for 2005-2006 reviewed.  
.....Set Instructional Priorities.
- December 9, 2004, Thursday..... Board Meeting: Budget development calendar presented to Board of Education.  
.....2005-2006 enrollment projections to Board of Education.

JANUARY

- January 4, 2005, Tuesday .....Administrative Meeting:  
.....Staffing recommendations presented to Ass't. Superintendents by administrators.
- January 13, 2005, Thursday .....Board Meeting  
.....Discussion of Instructional priorities based on School Improvement Plan.  
.....Board of Education Budget Discussion.
- January 18, 2005, Tuesday .....Administrative Meeting:  
.....Budget requests to be submitted by building principals, central office administrators, and support staff supervisors to Assistant Superintendent for Business.

.....Review first draft of 2005-2006 Capital portion of budget.

January 27, 2005, Thursday. .....Board Meeting:  
.....Administrative presentation to Board of Education of the first  
draft of Capital portion of 2005-2006 budget

**FEBRUARY**

February 1, 2005, Tuesday .....Administrative Meeting:  
.....Review first draft of 2005-2006 Program Budget.

February 10, 2005, Thursday .....Board Meeting:  
.....Administrative presentation to Board of Education of the  
first draft of Program portion of 2005-2006 budget.  
.....Board of Education to identify propositions for May 17  
Budget Vote and adopt Legal Notice of School Election and  
Budget Vote.

February 15, 2005, Tuesday .....Administrative Meeting:  
.....Review first draft of 2005-2006 Administrative Budget.

**MARCH**

March 8, 2005, Thursday .....Board Meeting:  
.....Administrative presentation to Board of Education of the  
first draft of Administrative portion of 2005-2006 budget.  
.....Board of Education review of first draft of complete 2005-  
2006 budget.  
.....Administrative presentation of projected 2005-2006  
revenues.

March 24, 2005, Thursday .....Board Meeting:  
.....Board of Education discussion of draft of 2005-2006  
Proposed Budget.

**APRIL**

April 4, 2005, Monday .....Board Meeting:  
.....Adopt proposed 2005-2006 Wayne Central Budget.

April 18, 2005, Monday .....Petitions for School Trustee candidates to be filed with  
District Clerk on or before 5:00 p.m. at the District Office.

April 27, 2005, Wednesday .....Board Meeting:  
.....Vote on BOCES Administrative Budget.  
Election of BOCES Board Members.

**MAY**

May 3, 2005, Tuesday .....2005-2006 proposed budget must be available for public  
inspection in each school building.  
.....Last date for newsletter to be printed.

May 5, 2005, Thursday .....Board Meeting:  
Budget Hearing.  
.....Board meeting to follow hearing.  
.....Appoint election officials for May 17 budget vote.

May 11, 2005, Wednesday .....Distribution of special edition of District newsletter with  
proposed 2005-2006 budget information.

May 17, 2005, Tuesday .....Budget Vote at Wayne Central High School Gymnasium  
lobby from 9: 00 a. m. to 9: 00 p. m.

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**NOTICES PUBLISHED:**

Must publish four (4) times within the seven (7) weeks preceding the Budget Vote.

The first notice must be 45 days prior to the Budget Vote week of (March 28, 2005)



**WAYNE CENTRAL SCHOOL DISTRICT**

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To: Board of Education

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

Re: Personnel Action

Date: December 9, 2004

The following is submitted for your review and approval.

**INSTRUCTIONAL STAFF**

**Tenure Recommendation:** None

**Resignations:** None

**Leave of Absence:** None

**Appointments:**

The Superintendent recommends the following annual appointments of Coaches for 2004-2005. These appointments will be effective September 1, 2004 through June 30, 2005, at contractual rates.

**Winter 2004-05**

Name	Team	Step	WCS Years	Level	Incentive	Salary
Cheryl Hackett	Girls Freshman Basketball	4	5	D	No	3036
Cal Seitz	Girls 8 <sup>th</sup> Grade Basketball	3	3	F	No	2314
Maureen Doyle	Girls 7 <sup>th</sup> Grade Basketball	8	6	F	No	2457
Bryan Taillie	Boys Freshman Basketball	5	5	D	No	3181
Randy Luke	Boys 8 <sup>th</sup> Grade Basketball	4	4	F	No	2314
Andy Struzik	Boys 7 <sup>th</sup> Grade Basketball	8	3	F	No	2457
Ted Hargarther	Asst. Varsity Wrestling	22	22	F	Yes	3882
Chris Moore	Head JV Wrestling	13	1	D	No	3542
Brian Knebel	Modified Wrestling	1	1	F	No	2169
Tiffany Stapleton	Varsity Cheerleading	3	3	D	No	3036
Linda Powers	Co-JV Cheerleading	1	1	E	No	1228.50
Corina Grasta	Co-JV Cheerleading	1	1	E	No	1228.50
Todd Brockhuizen	Varsity G. & B. Bowling	8	4	G	No	2171

**2004 FALL POST SEASON PLAY**



**The following Varsity Coaches should receive \$347.00 for Post-Season play:**

Craig Wert – Boys Varsity Volleyball  
Todd Brockhuizen –Girls & Boys Varsity X-C  
David Marean – Varsity Football  
Tim Mattle – Boys Varsity Soccer  
Bill Jordan – Girls Varsity Soccer  
Jackie Senecal – Girls Varsity Volleyball

**The following JV/Assistant Coaches should receive \$139.00 for Post-Season play:**

Alan Balcaen - Asst. Varsity Football  
Mike Grasta – Asst. Varsity Football  
Gissela Bueso – JV Girls Volleyball  
Kevin Shoemaker- JV Boys Soccer  
Bob Taylor – JV Girls Soccer  
Charlie Roods – Modified X-C  
Bonnie Morrison - Varsity Cheerleading  
Sandy Bueso – JV Boys Volleyball

**The following Varsity Coaches should receive \$347.00 for Regional play:**

Jackie Senecal – Girls Varsity Volleyball

**2004-05 WINTER EVENT STAFF**

**Boys JV/Varsity Basketball:**

Tickets -Lisa Marlowe  
Supervisors -Dave Marean, Tim Mattle, Dick Galvin  
Shot Clock -Pat Yates  
Scoreboard -Kathy Emison  
Scorebook -Donna Schumacher  
Away Scorebook - Randy Luke

**Girls JV/Varsity Basketball:**

Tickets - Lisa Marlowe  
Supervisors -Becky Walzer  
Shot Clock -Dick Galvin  
Scoreboard -Kathy Emison  
Scorebook -Bob Taylor  
Away Scorebook-Bob Taylor

**JV/Varsity Wrestling:**

Tickets -Sandy Weis  
Supervisors -Dave Marean, Tim Mattle, Tom Gentile, Dave Leone, Charlie Roods  
Announcer -Kevin Shoemaker  
Scoreboard -Doug Casey

**Boys Freshman Basketball**

Scoreboard -Sandy Weis  
Shot Clock -Kim Baker  
Scorebook -Judy Fletcher

**Girls Freshman Basketball:**

Scoreboard -Sandy Weis  
Scorebook -Judy Fletcher

**Modified Basketball**

Supervisor – Brad LaBarge

**Modified Wrestling**

Supervisor – Dave Leone

**Subs:**

Riley Wheaton  
Andy Struzik  
Nan Coro  
Jay Marino  
Judy Marino  
Randy Emison  
Don Peets  
Don Johnson  
Nancy Ottnod  
Doug Casey – Scoreboard

**ANNUAL APPOINTMENT OF  
SUBSTITUTE TEACHERS FOR 2004-05**

First Name	Last Name	First Name	Last Name	First Name	Last Name
------------	-----------	------------	-----------	------------	-----------

Anderson	Denise
Blue	Nicole
Dusza	Dorothy
Hill	James
Kayser	Robert
Leahy	Allison
McGillicuddy	Daniel
Michalski	Brian
Murray	Beth
Schoonerman	Tracy
Sherman	Mark
Smith	Charles

Wesley	Malinda
Yandow	Patrick
Zastowny	Adam

#### **SUPPORT STAFF**

#### **Resignations:**

Linda Craft, Bus Driver, assigned to the Transportation Department, effective November 22, 2004.  
*For personal reasons.*

Donald Davis, Director of Facilities, assigned to the Facilities Department, effective April 29, 2005.  
*For the purpose of retirement.*

#### **Appointments:**

Dale Cline, School Bus Driver assigned to the Transportation Department, a six month probationary Civil Service appointment effective November 29, 2004 through May 28, 2005 at \$12.20/hr.  
*Replacement for Linda Craft (resignation).*

Julyynn Criscuolo, School Bus Driver assigned to the Transportation Department, a six month probationary Civil Service appointment effective November 29, 2004 through May 28, 2005 at \$12.20/hr. *Replacement for Carmella Heintzelman (disability dismissal).*

Dawn Heintzelman, Food Service Worker assigned to the James A. Beneway Senior High School, a six month probationary Civil Service appointment effective November 1, 2004 through April 30, 2005 at \$7.45/hr. *New position due to block scheduling.*

Sherrie Lucas, School Bus Monitor assigned to the Transportation Department, a temporary Civil Service appointment effective November 29, 2004 through June 30, 2005 at \$8.30/hr. *Replacement for Kathryn McMahon (medical leave).*

Francesca Masisak, School Bus Driver assigned to the Transportation Department, a six month probationary Civil Service appointment effective November 29, 2004 through May 28, 2005 at \$12.20/hr. *Replacement for Monica Ambeau (disability dismissal).*

Bonnie Scott, School Bus Monitor assigned to the Transportation Department, a six month probationary Civil Service appointment effective November 29, 2004 through May 28, 2005 at \$8.05/hr. *Replacement for Barbara Twist (disability dismissal).*

Wayne Central School District  
Ontario Center, NY 14520

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TO: Board of Education

FROM: Michael Havens

RE: Consensus Agenda

DATE: December 9, 2004

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

1. Accept Treasurer's Report – October 2004
2. Accept Gift to District
3. Appoint Fire Inspector
4. Approve Budget Transfer
5. Approve Health Contract
6. Approve Change Order

Consensus Agenda #2

**TO:** Michael Havens  
Superintendent of Schools

**FROM:** Gregory J. Atseff  
Assistant Superintendent for Business

**DATE:** December 9, 2004

**RE:** Gift to the District

Recommend that the Board of Education, at their meeting to be held on December 9, 2004, accept from the Freewill Parent Group a gift of a Library Circulation Desk valued at \$10,000 and two wood library shelves valued at \$2,000 to be used at Freewill Elementary School.

/db

c: Lee Stramonine  
Helen Jensen  
Kim Cox, Principal

Consensus Agenda #3

**TO:** Michael Havens  
Superintendent of Schools  
**FROM:** Gregory J. Atseff  
Assistant Superintendent for Business  
**DATE:** January 21, 2004  
**RE:** Annual Fire Safety Report

The Wayne Central School District is required to conduct an annual fire safety inspection of all buildings owned, used, or leased by the district. The school district must file a Fire Safety Report with the New York State Department of Education. The fire inspection must be conducted between the dates of December 15 and January 31, 2005. The Fire Safety Report must be received by SED on or before February 1. A Certificate of Occupancy will be issued within thirty days of the end of the district's inspection period if the report was not filed late and if a plan for correcting violations, if any, has been filed.

**Commented [WCSD1]:** Page: 30  
Be sure to change the month. It is usually the 1<sup>st</sup> day of the next month.

Recommend that the board of education at the regular meeting to be held on December 9, 2004, approve the following:

1. Appointment of Fire Inspector

Recommend that Mr. Bruce Glaser, BOCES Health & Safety Specialist, be appointed as the Fire Inspector for the Wayne Central School District. Mr. Glaser is a certified fire inspector. The cost of the service is covered under our agreement with Wayne-Finger Lakes BOCES.

The schedule for inspections is as follows:

December 22, 2004

Maintenance Building	8:00 - 8:10 a.m.
Middle School	8:15 - 8:35 a.m.
Bus Garage	8:40 - 8:50 a.m.
Ontario Primary	9:00 - 9:20 a.m.
Ontario Elementary	9:25 - 9:45 a.m.
JAB High School	9:50 - 10:15 a.m.
Press Box	
Concession Stand	
Freewill Elementary	10:25 - 11:00 a.m.

Recommend that the Board of Education appoint Mr. Donald Davis, Director of Facilities, as the building designee. He will accompany the fire inspector during the inspection of school facilities and will be involved in the development of any district plans necessary to correct violations.

c: Ms. Lory Morrin, Wayne High School Principal  
Mr. Robert Armocida, Wayne Middle School Principal  
Mr. Robert LaRouche, Ontario Primary Principal  
Mr. Joe Siracuse, Ontario Elementary Principal  
Ms. Kim Saxby, Freewill Elementary Principal  
Mr. Donald Davis, Director of Facilities  
Mr. Fred Prince, Transportation Manager

**TO:** Michael Havens  
 Superintendent of Schools  
**FROM:** Gregory J. Atseff  
 Assistant Superintendent for Business  
**DATE:** December 9, 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 December 9, 2004.

GJA/db

Attachment

WAYNE CENTRAL SCHOOL DISTRICT  
 ONTARIO CENTER, NY 14520

11/22/04

REQUEST FOR BUDGETARY TRANSFER

-----TRANSFER TO-----      -----TRANSFER FROM-----

BUDGET CODE	BUDGET TITLE	AMOUNT	BUDGET CODE	BUDGET TITLE	AMOUNT
A2850150010000		2,500.00	A202040101000	Conf. - Amd	2,000.00
			A2110401010200	Conf. - Bldg	500.00
Approved - L. Morrin					
11/10/2004					

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:** December 9, 2004  
**RE:** Health Service Contract - Webster Central School District

Attached is the contract for health services for Wayne students attending a private or parochial school in the Webster Central School District for the 2004-2005 school year.

The cost of the contract is based on an approximate number of enrollments with billing to take place at the end of the school year.

Approximately 79 students @ 337.26 = \$26,643.54

The attendance officer has verified the students charged for on the health service contract.

#### RESOLUTION

**Be it resolved,** that the Board of Education of the Wayne Central School District hereby approves the contract for health services with the Webster Central School District for the 2004-2005 school year, and hereby authorizes the Board President, Superintendent, and District Clerk to execute the contract.

/db

Attachment

**Commented [DB2]:** Page: 32  
Check to see who has to sign the contract. May need to add superintendent and delete others.



Consensus Agenda #6

**To:** Michael Havens, Superintendent of Schools  
**From:** Gregory Atseff, Assistant Superintendent for Business  
**Date:** December 1, 2004  
**Re:** Change Order Request

Attached is a copy of Change Order Request 52, from Christa Construction. This change order request is for the cost to demolish and reinstall a new ceiling in the corridor of Area "B" at the high school. Area "B" is the only corridor that has a plaster ceiling, which had holes cut into it to install the new roof drains last summer.

Please present the following resolution to the Board of Education at their meeting on December 9, 2004:

**Resolution**

Resolved; that upon the recommendation of the Superintendent of Schools, the Board of Education of the Wayne Central School District hereby approves Change Order Request 52 for \$19,534.00.