

WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA



DATE: February 10, 2005

TIME: 7:30 p.m.

PLACE: District Office

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- Call to Order /Pledge of Allegiance
- 6:30 HS Building Project Tour
- 7:00 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. Graduation Requirements Att. 2
 2. Building Project Update
 3. [Budget](#) – Program Portion Att. 3
 4. Ginna Hearing
 5. Financial Update
 6. Student Questions
- 8:45 BREAK
- 8:55 Board Action Items:
- [Personnel](#) Action Att. 4
- CSE/CPSE Action Att. 5
- [Consensus](#) Agenda: Att. 6
1. Approve Treasurer's Report
 2. Approve [TSA](#) Club
 3. Approve [Bus](#) Purchase
 4. Approve [Health](#) Contract
 5. Accept [Gift](#) to District
 6. Accept Single [Audit](#) Report
 7. Declare [Surplus](#) Buses
 8. Approve Change Order
- 9:10 [Policy](#) – Second Reading Att. 7
- 9:15 Public Comment/Board Comments
- 9:20 Adjournment

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, January 27, 2005
TYPE: Regular Business Meeting

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

PRESENT: Trustees Brunner, Diller, Griswold, Johnson, Lyke, Robusto, Schultz, Triou, Wyse; District Clerk Switzer; Administrators Havens, Armitage, Pirozzolo, Armocida, Siracuse, Cox, Woodard, Atseff, Spring, Callahan, Blankenberg

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 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. 9 Ayes, 0 Nays, Carried.

III. RECONVENE: 7:30 p.m.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA & MINUTES (January 13, 2005)

Mr. Havens presented an item on student lunch room behavior at the high school as part of reports from superintendent of schools. Mrs. Brunner offered a **MOTION** to approve the agenda for this evening's meeting as revised, and the minutes of the meeting of January 13, 2005, as presented. 8 Ayes, 0 Nays, 1 Abstention (Mr. Wyse), Carried.

A. VI. PUBLIC COMMENT - None

VII. BOARD MEMBER COMMENTS

A. Mr. Johnson stated that work commitments require that he withdraw as a **trustee liaison for collective bargaining with the CSEA support staff**; Mr. Wyse offered to serve in his stead and was appointed by Mr. Triou to serve in that role.

B. Mrs. Lyke reported that the **Four County School Boards Association** will host a program meeting on February 15th on new requirements for **internal fiscal controls** with Mr. Ray Wager, C.P.A. as featured speaker.

C. Mrs. Lyke noted that the **annual legislative breakfast** sponsored by the Four County School Boards Association will occur on March 12th.

D. Mrs. Lyke reminded trustees that the **April program meeting** for the **Four County School Boards Association** will feature a dialogue with Area Regent Cofield.

- E. Mrs. Lyke noted a recent program sponsored by the Four County School Boards Association that featured a presentation by Bloomfield CSD on ***interviews of students after graduation***. She noted a similar effort by local occupational education students in 2003 and stated that she believes our district should pursue this concept on a regular basis.
- F. Mrs. Lyke reported that the legislative committee of the Four County School Boards Association met on Saturday, January 22nd, to work on its ***position paper for state legislative issues***; the group consensus was to advocate for a minimum passing grade of 65% with provision for some method of appeal. She added that the group is also working on testing issues and that she personally supports including “testing on demand” as an option.
- G. Mr. Robusto reported that he enjoyed ***visiting Ontario Primary School*** yesterday; he observed the new methods for serving meals to children at that age level and had the opportunity to meet Able, the pet therapy dog.

VIII. BOARD PRESIDENT’S COMMENTS

- A. Mr. Triou noted that he is looking forward to joining his daughter and the third grade from ***Freewill Elementary School*** on a field trip to the Strasenburgh Planetarium next week.

IX. REPORT ON ACTION ITEMS BY THE SUPERINTENDENT OF SCHOOLS - None

X. REPORTS OF THE SUPERINTENDENT OF SCHOOLS

A. STATUS REPORT • GOAL FOR 98% STUDENT REGENTS’ DIPLOMA RATES

Mr. Havens noted that one of the goals in the school improvement plan is that 98% of local graduates will receive a Regents Diploma. He noted that a staff committee has worked on this goal since last summer and is present this evening to provide a progress report to the Board of Education.

Mr. Pirozollo and Mrs Armitage, the assistant principals at the high school, and Mrs. Gallup, counseling department chairperson, reported that they are working with parents and students to emphasize the value and importance of a Regents’ diploma and to assist students achieve their diploma through varied means, including peer-tutoring and academic intervention. (copy of report filed in clerk’s agenda file, this meeting)

They are recommending an increase of the passing rate on Regents exams from 55% to 65% (starting with entering freshman in September of 2005), phasing out of a local diploma by 2009, an extension of the instructional time for students and introduction of an Advanced Regents’ Diploma for students who passed eight (8) Regents exams instead of the six (6) required by the NYS Board of Regents.

They also noted that the increase from the current 72% to a 98% diploma rate is a significant increase that will require a commitment from all stakeholders (e.g. students, parents, staff, and residents). They also reviewed efforts such as expansion of academic intervention services and the new “Wings of Success” program that provides extended instructional time after school. Discussions of the importance of a Regents diploma are slated for many points in a child’s career, ranging from kindergarten registration to sixth grade and freshman orientation.

In addition, they cited efforts such as individual plans for students who do not pass Regents' exams, personal encouragement for students to earn Regents' credits and expanded engagement of parents and guardians in those efforts. New requirements for graduation are also included in the model school's program will appear in a future report to the Board of Education.

Mr. Johnson requested that Mr. Havens provide background information on the new graduation requirements included in the model school's program prior to the presentation on that topic.

Mr. Wyse stated that the presentation this evening was well done and he is pleased to observe and learn of the enthusiasm of the staff for this effort. He asked if the staff members at-large support the proposal to extend the school day and how the committee would obtain such support if it meant extending instructional time beyond the work day defined by collective bargaining.

Mr. Havens noted that the proposed extended school day would occur between 2:15 p.m. and 3:00 p.m., which is within the collective bargaining agreement. Students who maintain a grade point average above a specified level would leave school at 2:10 p.m. He added that staff members who provide the additional instructional time through the "Wings of Success" after-school program are compensated by a stipend.

Mrs. Lyke stated that she thought that this concept was a great idea ten (10) years ago when she was a math teacher at the high school and continues to believe it is a good idea.

Mr. Griswold noted that the Board of Education heard a presentation on the "Wings of Success" program last fall and it seems to have met with success. He asked how soon the proposed extended school day could begin. Mr. Havens stated that he plans to recommend starting the extended day in the 2005-2006 school year to allow time to complete planning.

Mr. Schultz asked if the 98% diploma rate is targeted only at the current senior class or if it is a progressive goal. Mr. Havens reviewed the origin of the goal and its long-term intent.

Mr. Griswold stated that it appears from the presentation this evening that the 55% passing level, with conditions, as adopted by the Board of Education last year, is destined for obsolescence. Mr. Havens stated that efforts are focused on a new minimum of 65%.

Mr. Havens extended compliments to high school staff members for their efforts in this project and in the goal to increase the number of students continuing on to college studies.

B. PROPOSED BUDGET • 2005-2006 • CAPITAL PORTION

Mr. Havens noted that the capital portion of the proposed budget is scheduled for review at this meeting and asked Mr. Atseff to review the proposed expenditures in that area for the 2005-2006 school year.

Mr. Atseff reviewed Draft #1 of the capital portion of the proposed budget, including the format for presentation of comparative data from prior years. (copy filed in clerk's agenda file, this meeting)

Highlights of the major components of this portion of the proposed budget are generally summarized as follows:

Operations: Includes funds for wage adjustments pending collective bargaining and provides for the increase in minimum wage for part-time, summer help (\$5.15 to \$6.00) and consideration of the additional natural gas, electricity, floor scrubber due to the 22,000 sq. ft. of new space that will open in 2005-2006 at the high school.

Mr. Johnson asked how the proposed energy efficiency study would impact the proposed costs for utilities throughout the district. Mr. Atseff reviewed cost savings that would occur if an energy plan were in place.

Maintenance: Includes funds for wage adjustments pending collective bargaining, an increase of 1.0 FTE staff position to handle additional floor space and field work at the high school, purchase of a truck to replace a 1987, one-ton dump truck, an increase in funds for renovations and repairs by district staff and continuation of long-range carpet replacement plan in the various schools.

Mr. Triou asked if the proposed purchase of a new plow truck last year was sufficient to handle the new connecting road between the middle and high schools when they are completed in 2005. Mr. Atseff stated that the new truck and the purchase of a new loader this year will provide necessary support.

Mr. Johnson asked if the district would lease the new loader; Mr. Wyse and Mr. Atseff noted that research found that a lease/purchase is more economical.

Mrs. Lyke asked about roof maintenance efforts; Mr. Atseff provided details.

Mr. Wyse asked if any adjustment is included for wages of the new person to replace the incumbent director of facilities, who is retiring. Mr. Atseff stated that the recruitment and selection process for this position has started with the goal of presenting candidates to the superintendent of schools by the end of March. No adjustment in wage level is expected.

Mr. Triou asked when a new person would start in the position of director of facilities; Mr. Atseff stated that Mr. Davis, the incumbent, will retire on April 30th and would help in orientation and training of his successor.

Employee Benefits: Increased employer contributions for employee pensions and for the employer share of health insurance coverage are reflected here. Health insurance premiums reflect no change in coverage. FICA and worker's compensation expenses reflect state and federal contribution rates.

Mr. Robusto asked what factors impact the increase pension rates; Mr. Havens and Mr. Atseff reviewed factors involved.

Debt Service: The conversion from bond anticipation notes (BANS) to serial bonds for the 2002 Capital Improvement Project result in increased expenditures for principal and interest payments; state aid for debt service aid will appear as an offset under revenues.

Mr. Griswold asked what term is planned for the serial bonds; Mr. Atseff noted that a 15-year blended term is expected. Mr. Griswold asked if the term of the bond is affected by the useful life of the construction; Mr. Atseff explained how bond rates are aligned with the nature of the improvements.

State Budget Aid Estimates: Proposals recently published by the governor's office indicated an increase in state aid for our district. After consideration of aid for the capital project and last year's one-time aid for the new full day kindergarten program, the net result to our district is no change in aid from the current year.

Mr. Robusto noted that recent news coverage in the Gannett Rochester Newspapers indicated increases for the more affluent districts and asked how the distribution of aid is determined. Mr. Atseff noted that the major factors are wealth, student enrollment and special project aid in each district.

Mr. Havens added that the projected aid amounts are based on student enrollment estimates; final aid payments are based on actual fall enrollment levels. He also noted that some state aid payments are expense-driven by amounts used in each district. Mr. Atseff noted that actual state aid payments are unknown until November or December of the school year.

Mr. Schultz asked for clarification on the three-part budget comparisons and the allocation of expenses for fringe benefits in each of the three components of the budget. Mr. Atseff provided details.

Mr. Griswold asked if the projected 30% increase in the capital portion of the budget is larger than in prior years. Mr. Atseff and Mr. Havens noted that the shift to serial bonds is a factor but the projected amount generally reflects the trend over the past few years.

C. ADDENDUM TO LEASE ON RETAIL STOREFRONT SPACE (2000 Ridge Road)

Mr. Havens stated that the agenda this evening includes an addendum to the lease for retail space at 2000 Ridge Road, Ontario, for review and consideration by the Board of Education.

He explained that the request is made to provide temporary housing for the Eagle Ventures' program from February through June, 2005. The proposed cost to expand the existing lease is \$800 per month and tuition payments for non-residents in the program will allow the total cost to remain neutral.

Action by the Board of Education to approve such a lease would allow the school district to take necessary steps to obtain approval by the NYS Education Department.

Mr. Havens noted that school officials will meet with representatives of Constellation Energy Services on January 27th at the former Gates Residence, where the program was formerly based, to review costs to bring that structure into compliance. He will provide a progress report at the next business meeting,

D. DISCUSSION ON REDUCTION OF SIZE OF THE BOARD OF EDUCATION

Mr. Havens presented information on the options for size of Boards of Education and the process for changing to fewer members for review and consideration by the Board of Education. (*cf.* §1703.2, 1804.3, Ed Law etal)

Mrs. Brunner noted that she requested inclusion of this topic on the agenda to allow for general discussion of the topic among trustees. She had expressed an interest in discussion of the topic during her terms as school board president and thanked Mr. Triou and Mr. Robusto for consenting to include discussion at this time.

She added that her initial interest in the potential of reduction of the current size of the Board of Education was based on the difficulties in keeping nine (9) people

informed of school board issues. While she feels communication can at times become difficult, the uses of e-mail and text messaging have improved this issue.

Mrs. Brunner noted that the size of the Board of Education was set at nine (9) at the time of centralization in 1949 to insure that specific areas of the school district were represented. Trustees sought nomination and election to specific seats on the Board of Education for terms of five (5) years each. District voters later approved a proposal (June, 1974) by the Board of Education to reduce trustee terms to three (3) years.

She noted that our Board of Education is one of a few in our area with nine (9) members and she feels that a seven-member school board could serve our district since the population of our two major communities is more similar than in the past. She added that each trustee contributes their own skills and interests and does not feel that fewer members would result in less diversity.

Mr. Robusto asked if the typical size of a school board is five (5) to seven (7) members; Mrs. Brunner stated it is. Mr. Havens noted that a majority of school boards include seven (7) members.

Mr. Johnson stated that he expressed his interest in consideration of a smaller number of trustees in recent years as the number of person's interested in nomination and election as trustees has equaled the number of seats on the school election ballot. He is uncertain if the cause is voter apathy or inability of persons to become involved in school board service.

Mrs. Lyke stated her belief that the reason for low interest among potential candidates occurs because they consider who the incumbents are and the job they are doing. She values the diversity of nine (9) trustees and the strengths and insights they represent and contribute to the Board of Education.

She added that there is a substantial amount of work for trustees to handle and accomplish (e.g. collective bargaining, policy development, regional & state legislative issues, long-range planning, facilities) and is uncertain if a smaller number of trustees can handle those duties. She personally is not in favor of extending herself for more issues than she can handle successfully.

Mr. Wyse noted that he has considered the size of the Board of Education from the perspective of both an officer and member and believes there is strength in a nine (9)-member school board. He concurred with Mrs. Lyke with the amount of work and number of issues which require time and effort by trustees. He also noted the large amount of interest by persons who submitted resumes for consideration in the recent vacancy and appointment prompted by the resignation of Mr. Ratcliffe.

He also feels that there is interest to support nine (9) members, that it does provide diversity and that the community and school district are large enough to support that size. Our nine (9)-member board has worked well for a long time. He added that the times when there were fewer candidates than seats on the ballot were few and that a similar situation can occur regardless of the total number of trustees.

Mrs. Lyke noted that a large number of persons do attend our meetings, both to observe and to participate or to ask questions.

Mr. Griswold stated that when we attend workshops and meetings, our school board seems to be in good shape. He noted the amount of interest expressed in the recent vacancy for school trustee. He noted that communications could be easier with a seven (7) member board.

Mr. Wyse stated that the use of e-mail can alert trustees to issues and more immediate contact is possible in an emergency situation. He believes that the communications among trustees and school officials has reached the point where it is not a concern. He also feels that when a discussion occurs on what is and what is not an appropriate topic of school board business, the experience and insight of nine (9) people is valuable.

Mr. Griswold stated that the discussion on this topic has evoked numerous valid points.

Mr. Schultz commented that while he has only brief experience from which to draw, he wonders if a school board of seven (7) members would have the capacity to mentor and assist new members as the current size of nine (9) members allows.

Mrs. Brunner stated she would anticipate that a smaller-sized school board could provide mentoring and sees no magic in a school board of seven (7) or nine (9) members.

Mr. Griswold noted that some school boards operate with five (5) members. Mrs. Brunner stated she felt a five (5) member school board would be too small for a school district of our size and population.

Mr. Schultz asked about logistics if the number of trustees were reduced; Mr. Havens offered illustrations of the process. Mr. Wyse asked if an odd number of members are required; the answer was yes.

Mr. Havens clarified that a proposal to reduce the size of the Board of Education would require a petition from qualified voters of the school district; a proposal to stagger terms would only require a school board resolution. Both proposals would require approval by the voters of the school district to take effect.

Mrs. Brunner stated that the discussion this evening indicates that there is not a consensus to pursue a change in the size of the Board of Education at this time. She extended thanks to trustees for their input and consideration of the topic; she feels it is valuable to occasionally consider and discuss the level of interest in the topic.

Mr. Griswold stated that he feels the discussion is valuable and appreciates the varied input.

Mrs. Diller concurred with Mrs. Lyke and Mr. Wyse that the school board does deal with a large number and scope of issues that affect the lives of our children and the nine (9) member school board is needed to handle those items. She also favors and values the diversity and strength in the larger sized school board.

Mr. Robusto stated that he is a member of the Board of Assessment Review and was not in favor of a suggestion to expand that group from three (3) to five (5) members. With the scope and duties of the school board, however, he favors continuation of nine (9) members.

Mr. Triou stated that he would support either seven (7) or nine (9) members.

E. PROPOSAL FOR CREATION OF A STUDENT TECHNOLOGY ASSOCIATION

Mr. Havens shared information about formation of a local chapter of a student technology club for middle and high school aged students. The new club is an important part of the model school's program and continued efforts to expand technology literacy, problem-solving, career planning and leadership skills. He stated that designations of advisors for the club will appear in a future personnel action and he is excited about the opportunities that will exist for students.

Mr. Havens added that local students are preparing to participate in nationally recognized competition on April 22-23 at SUNY Oswego and extended thanks to Mr. Armocida, principal, and the middle school staff members who have worked diligently on plans for this new activity. It is an example of the rigorous and relevant curriculum included in the model school's program.

Mr. Johnson suggested that Mr. Havens provide background information on the club advisors prior to presenting them for consideration by the Board of Education.

Mr. Wyse stated that the background information provided about the proposed new technology club was well prepared and appreciated.

Mr. Schultz was pleased to learn about the potential to expand technology education issues to include students beginning in kindergarten.

Mr. Triou asked about the nature of the competition the students will enter. Mr. Armocida provided examples and noted the similarities and linkages to the problem solving and creative thinking included in the Science Olympiad and odyssey of the mind programs.

Mr. Havens noted that the completion of new technology education classrooms and lab areas at the high school next fall (2005) will support and enhance these new opportunities for students.

F. PUBLIC HEARING • TAXABLE ASSESSED VALUE • NUCLEAR POWER PLANT

Mr. Havens confirmed that **Thursday, February 17th** is the date for the public hearing on the proposed agreement for taxation of the nuclear power plant in the Town of Ontario. Attorney Al White will make the presentation and answer questions. The hearing is scheduled for 7:30 p.m. in the performing arts center at the high school.

By **consensus**, trustees also set a special meeting for that date in addition to the public hearing to enable consideration of any business items.

G. DISCUSSION ON HIGH SCHOOL LUNCH PERIOD BEHAVIOR ISSUES

Mr. Havens shared information from Mr. Pirozzolo, an assistant principal at the high school, on recent issues related to student behavior during lunch periods for information of the Board of Education. He extended thanks to Mr. Pirozzolo and the high school staff for their efforts to address this issue.

Mr. Robusto asked if a large percentage of students are the subject of this issue. Mr. Havens stated that the number of students involved prompted concerns about safety of students during lunch periods,

Mr. Robusto asked what progression of discipline is involved; Mr. Havens provided details. Mr. Robusto asked if it is possible for teachers or staff members to volunteer to assist with supervision during lunch periods. Mr. Havens reviewed staffing and training of lunch room supervisors.

Mr. Robusto stated that he would support stronger disciplinary measures or loss of privileges (e.g. parking, options for length of school day) and believes that the school district should have zero tolerance for disrespect or misbehavior.

Mrs. Brunner asked how many students are served during each lunch period and if the senior room is available. Mr. Havens stated that appx. 300 students are assigned to each of the lunch periods and the senior room is open. Following renovations during the summer of 2005, the size of the high school dining room will expand to better serve the number of students; the expanded size will also require more supervision.

Mrs. Lyke stated that it valuable and important to “read the riot act” to students when issues merit. Mr. Griswold stated that there is always the possibility to consider uniform dress codes.

Mr. Wyse extended compliments to Mr. Pirozollo and Mrs. Armitage for the steps they took to address and resolve the concerns in this instance. He feels they handled it very well.

Mr. Havens echoed the remarks by Mr. Wyse and noted the rapport that the two assistant principals have with the students and their strong advocacy for them.

H. STUDENT QUESTIONS

- (1) Joseph Melos, 519 Plank Road, Macedon, suggested consideration of the use of students to assist staff members in **supervision during lunch periods at the high school**. He and many other students feel the poor behavior is not a reflection of the majority of students.
- (2) Mr. Melos, supra, asked when **use of the new football and athletic fields** at the high school can occur; Mr. Havens explained that such use must wait until fall, 2006 to allow time for proper field and turf development.
- (3) Daniel Keshler, 1294 Lake Road, Ontario, noted that the large size of incoming freshman and sophomore classes will increase existing **restraints on student parking at the high school** and asked about any plans for expanding parking space on a permanent basis. Mr. Havens noted that school officials recognize the constraints and concerns about parking. He also noted the dilemma of spending funds to provide additional student parking while also budgeting more than \$2 million every year to provide pupil transportation to and from school.
- (4) Mr. Keshler noted that the concerns about **misbehavior during lunch periods at the high school** are prompted in large measure by underclassmen. He also suggested that school officials remove those students directly responsible for the issues rather than punish or reduce the time for meals for the student body at large.

XI. RECESS: 9:00 p.m.

XII. RECONVENE: 9:05 p.m.

XIII. ITEMS FOR BOARD OF EDUCATION ACTION

A. ADDENDUM TO LEASE ON RETAIL STOREFRONT SPACE (2000 Ridge Road)

Mr. Havens presented the proposed addendum to the lease for retail storefront space at 2000 Ridge Road, Ontario for temporary housing of the Eagle Ventures program for review and consideration by the Board of Education.

Mr. Johnson offered a **MOTION** to approve the proposed addendum to the lease for additional retail storefront space at 2000 Ridge Road, Ontario, on a temporary basis, from February to June, 2005, as recommended by the superintendent of schools, and authorize execution of same by appropriate school officials. 9 Ayes, 0 Nays, Carried.

(copy filed in clerk's files)

XIV. ADDITIONAL PUBLIC COMMENT

- A. Mrs. Susan Brown, 7518 Knickerbocker Road, Ontario, asked if the school district has compared **passing rates** on Regents Exams to passing rates in course work and if students have learned the skills to pass the test. Mr. Havens noted that the Board of Education receives a quarterly report on student achievement, K-12, which includes such data; he added that Mr. Spring does an excellent job in the analysis of this data and review of discrepancies that might exist.
- B. Mrs. Brown, supra, encouraged the Board of Education to work with PTA and parent groups in efforts to **educate and engage parents** in efforts to increase in the Regents diploma rate as noted earlier this evening.
- C. Mrs. Brown, supra, asked why **copies of handouts** provided to school board members were not available for the audience. Mr. Havens noted that school board meetings are meetings in public, not public meetings, and the handouts are for school board members as they conduct their business meeting. Mrs. Brown suggested providing copies, marked as "draft" if necessary, for review by the audience during the meeting to allow visitors to make informed comments.
- D. Mrs. Brown, supra, asked about the proposal for **purchase of a vehicle** for snow removal. It was her understanding that the Town of Ontario handled snow removal for the school district in reciprocity for use of school facilities by town events. Mr. Havens will provide information for Mrs. Brown.
- E. Mrs. Brown, supra, noted recent information she read about **equity under Title IX** in funds raised by booster clubs and that many school districts are not aware of that provision.
- F. Mrs. Brown, supra, asked if the school board has any **plan to work with Wayne County officials** on equitable solutions to eventual discontinuation of distribution of sales tax among school districts. Mr. Havens will provide information to Mrs. Brown.

XV. ADDITIONAL BOARD MEMBER COMMENTS

- A. Mrs. Brunner noted that only **one (1) business meeting** is scheduled during February and asked if that was sufficient. Mr. Havens stated that that it appears adequate at this point and noted that additional business meetings may need to occur in March depending on budget development needs.
- B. Mrs. Brunner noted attendance at a recent meeting where the availability of space for persons to **pick up children at the high school** without encroaching on fire lanes was discussed. Mr. Havens reviewed the parking issues that exist during the capital construction process.
- C. Mr. Triou and Mr. Wyse noted times when **vehicles were observed** waiting in designated fire lanes to pick-up students. Mr. Havens noted steps that are taken to address those issues.
- D. Mrs. Brunner asked if a **fire lane** is designated at the high school; the response was yes.
- E. Mr. Wyse spoke from his experience as a volunteer fireman that persons who remain in a car temporarily in a **fire lane** immediately move if fire or emergency equipment arrives; the vehicles that are parked and left unattended are the ones those pose concerns. Concerns of that nature are no loner a concern at our schools.
- F. Mr. Triou asked if the school district accepts any liability for **students who park off campus**; Mr. Havens reviewed jurisdiction and enforcement issues related to student parking.
- G. Mr. Robusto noted that during his nearly five (5) years as a school trustee, he has experienced, and witnessed in other trustees, satisfaction in **implementation of programs or projects** that were derived from participation at regional and state seminars or workshops (e.g. school resource officer, model schools). He asked if attendance at such events on a national level would provide additional opportunities for our schools and, if so, if it merits discussion as budget development occurs.
- H. Mrs. Brunner noted that she would **not support funding** for trustees or school officials to attend seminars or workshops at the national level when funding for local programs or services is reduced or removed. She noted such attendance did not always have positive results in the past.
- I. Mr. Griswold stated that **cost for national workshops and seminars** is a concern as is the disparity in standards and local application of educational issues on the national level.
- J. Mr. Johnson concurs with comments expressed by Mrs. Brunner on not expending funds for national seminars and workshops if local programs or services are reduced or eliminated. He added that **participation in the model school's** program has provided local personnel with a large amount of information from throughout the state and nation.
- K. Mr. Griswold concurred that the information obtained at meetings for model schools is similar to attending national school board seminars. He added that the **exchange of ideas** among trustees this evening was valuable.
- L. Mr. Triou apologized for incorrect **placement of the flag** in the meeting room due to repairs.

XVI. ADJOURNMENT

Mr. Wyse offered a **MOTION** to adjourn the meeting at 9:28 p.m. 9 Ayes, 0 Nays, Carried.

Respectfully submitted,

JAMES E. SWITZER
School District Clerk

APPROVAL OF MINUTES

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

February 10, 2005

School District Clerk

JES/jes:wp

WAYNE CENTRAL SCHOOL DISTRICT

To: Board of Education

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

Re: Personnel Action

Date: February 10, 2005

The following is submitted for your review and approval.

ADMINISTRATIVE STAFF

Resignations:

Michelle Scheik, Assistant Director of Student Services, assigned to the District Office, effective July 1, 2005. *For the purpose of accepting promotion.*

Appointments:

Peter Derse, Music Teacher, has been placed on special assignment as an unpaid administrative intern assigned to the James A. Beneway High School effective January 3, 2005.

Michelle Scheik, Director of Student Services, assigned to District Office, a three year probationary appointment effective July 1, 2005 through June 30, 2008 at \$88,000. *Replacement for Sandra Woodard (retirement).*

INSTRUCTIONAL STAFF

Tenure Recommendation: None

Resignations:

Deborah Adamo, Elementary Education Teacher, assigned to the Freewill Elementary School, effective June 30, 2005. *For the purpose of retirement.*

James Adamo, Elementary Education Teacher (teacher on special assignment), assigned to the Ontario Elementary and Freewill Elementary Schools, effective June 30, 2005. *For the purpose of retirement.*

Joanne Beach, Elementary Education Teacher, assigned to the Ontario Primary School, effective June 26, 2005. *For the purpose of retirement.*

Mark Bunce, Physical Education Teacher, assigned to James A. Beneway High School, effective January 28, 2005. *For personal reasons.*

John Don Vito, Social Studies Teacher, assigned to the James A. Beneway High School, effective June 30, 2005. *For the purpose of retirement.*

Silva Don Vito, Elementary Education Teacher, assigned to the Freewill Elementary School, effective June 30, 2005. *For the purpose of retirement.*

Nancy Driscoll, Elementary Education Teacher, assigned to the Thomas C. Armstrong Middle School, effective July 19, 2005. *For the purpose of retirement.*

David Scott, English Teacher, assigned to the James A. Beneway High School, effective June 30, 2005. *For the purpose of retirement.*

Deborah Wood, Special Education Teacher, assigned to the Thomas C. Armstrong Middle School, effective June 30, 2005. *For the purpose of retirement.*

Leave of Absence:

Kim Baker, Physical Education Teacher, assigned to the James A. Beneway High Schools, a paid FMLA disability leave anticipated January 27, 2005 through March 14, 2005. *For the purpose of surgery.*

Deborah Bussard, English Teacher, assigned to the Thomas C. Armstrong Middle School, a combination paid and unpaid FMLA disability leave anticipated March 2, 2005 through June 2, 2005. *For the purpose of surgery.*

Susan Goff, Special Education Teacher, assigned to the James A. Beneway High Schools, an unpaid FMLA disability leave anticipated January 5, 2005 through (possibly) January 4, 2006. *For the purpose of caring for child post surgery.*

Jacqueline Senecal, Foreign Language Teacher, assigned to the James A. Beneway High School, a combination paid and unpaid FMLA disability leave anticipated March 20, 2005 through January 30, 2006. *For the purpose of child rearing.*

Amy Tobin, Reading Teacher, assigned to the Thomas C. Armstrong Middle School, a combination paid and unpaid FMLA disability leave anticipated March 16, 2005 through June 30, 2005. *For the purpose of child rearing.*

Appointments

Jeremiah Brandt, Physical Education Teacher, assigned to the James A. Beneway High School, a five month temporary appointment effective February 2, 2005 through June 30, 2005 at \$34,250 pro-rated. *Temporary replacement for Mark Bunce (resignation).*

Joshua Campbell, Social Studies Teacher, assigned to the Thomas C. Armstrong Middle School, an eleven week temporary appointment effective February 7, 2005 through April 22, 2005 at \$34,250 pro-rated. *Temporary replacement for Jennifer Wing (child rearing LOA).*

Maria Chavez, Foreign Language Teacher, assigned to the James A. Beneway High School, a three month temporary appointment anticipated to begin March 20, 2005 through June 30, 2005 at \$34,250 pro-rated. *Temporary replacement for Jacqueline Senecal (child rearing LOA).*

Justin Marino, Social Studies Teacher, assigned to the James A. Beneway high School, a six week temporary appointment effective January 27, 2005 through March 14, 2005 at \$34,250 pro-rated. *Temporary replacement for Kim Baker (leave of absence).*

Athletic Appointments:

Spring 2005

Name	Team	Step	WCS Years	Level	Incentive	Salary
Tracy Watson	JV Softball	1	1	E	No	2457
Cal Seitz	Modified Softball	3	3	F	No	2314
Andrew Struzik	Varsity Baseball	1	3	C	No	3036
Brian Knebel	JV Baseball	1	1	E	No	2457

Athletic Appointments (Amended):

Appoint William Jordan as interim girl's varsity basketball coach to replace Mark Bunce for the period January 25, 2005 through February 22, 2005.

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

Dolores Fox, Girl's Varsity Tennis Coach

Extra Curricular Appointments:

MODEL SCHOOL CLUB ADVISORS

<u>Name</u>	<u>Activity</u>	<u>Bldg.</u>	<u>Rate</u>
Jayson Gauthier	Technology Student Association	MS	\$549.00

SUPPORT STAFF

Resignations:

Scott Fox, Cleaner, assigned to the James A. Beneway High School, effective December 28, 2004. *Employment terminated.*

Sherrie Lucas, Bus Driver, assigned to the Transportation Department, effective February 5, 2005. *For personal reasons.*

Terry Shulla, Cleaner, assigned to the James A. Beneway High School, effective January 21, 2005. *For personal reasons.*

Appointments

Durwood Adams – School Bus Driver, a permanent Civil Service appointment having served a successful probationary period, effective March 7, 2005.

Laurie Bernard, Teacher Aide (1.0 FTE) assigned to the Ontario Primary School, a permanent Civil Service appointment having served a successful probationary period, effective March 1, 2005.

Nancy Bolton, Teacher Aide assigned to the James A. Beneway High School, a permanent Civil Service appointment having served a successful probationary period, effective March 1, 2005.

Luciana Chevez, Teacher Aide (1.0 FTE) assigned to the Ontario Primary School, a permanent Civil Service appointment having served a successful probationary period, effective March 1, 2005.

Joyce Anne Collier, Teacher Aide assigned to the Freewill Elementary School, a permanent Civil Service appointment having served a successful probationary period, effective March 1, 2005.

Patricia Dell Olio, 1:1 Teacher Aide (1.0 FTE) assigned to the Freewill Elementary School, a seven month temporary Civil Service appointment effective January 18, 2005 through June 30, 2005, at \$8.05/hr. *Position required to support new student.*

Patricia Hecht, Teacher Aide (1.0 FTE) assigned to the Ontario Primary School, a permanent Civil Service appointment having served a successful probationary period, effective March 1, 2005.

Daniel Kuhner – School Bus Driver, a permanent Civil Service appointment having served a successful probationary period, effective March 7, 2005.

Christina Lawrence, School Nurse assigned to the Ontario Primary School, a permanent Civil Service appointment having served a successful probationary period, effective March 1, 2005.

Tracy LaPlaca, Teacher Aide, assigned to the Freewill Elementary School, a permanent Civil Service appointment having served a successful probationary period, effective March 1, 2005.

Michelle Quigley – School Bus Driver, a permanent Civil Service appointment having served a successful probationary period, effective March 7, 2005.

Linda Schieven, Cook Manager, assigned to the Thomas C. Armstrong Middle School, a permanent Civil Service appointment having served a successful probationary period, effective March 1, 2005.

Bonnie Scott, Food Service Helper, assigned to the Ontario Primary School, a permanent Civil Service appointment having served a successful probationary period, effective March 1, 2005.

Heidi Ward, 1:1 Teacher Aide (1.0 FTE) assigned to the Ontario Primary School, an seven month temporary Civil Service appointment effective December 6, 2004 through June 30, 2005, at \$8.05/hr. *Position required to support new student.*

Michelle Quigley – School Bus Driver, a permanent Civil Service appointment having served a successful probationary period, effective March 7, 2005.

RESOLUTION TO TERMINATE EMPLOYMENT

WHEREAS, Susan Anseeuw has been employed as a cleaner; and

WHEREAS, Susan Anseeuw has been continuously absent from work since November 21, 2003; and

WHEREAS, the one year leave of absence granted by this Board of Education on February 11, 2004 pursuant to Section 71 and Section 73 of the Civil Service Law has expired; and

WHEREAS, Susan Anseeuw 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 Susan Anseeuw's employment with the Wayne Central School District shall be terminated effective February 11, 2005.

Wayne Central School District
Ontario Center, NY 14520

TO: Board of Education

FROM: Michael Havens

RE: Consensus Agenda

DATE: February 4, 2005

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

1. Accept Treasurer's Report – December 31, 2004
2. Approve Technology Student Association Club (MS/HS)
3. Approve Bus Purchase
4. Approve Health Contract with Newark Central School District
5. Accept Gift to District
6. Accept Single Audit Report
7. Approve Surplus Bus Declaration
8. Approve Change Order

TO: Board of Education

FROM: Michael Havens

RE: Technology Student Association (TSA)

DATE: February 10, 2005

The Wayne High School and Wayne Middle School have submitted a plan for a combined Technology Student Association. This student club has been organized in accordance with the Extra-Classroom Activity guidelines.

I recommend approval of this Middle School/High School activity.

To: Michael Havens, Superintendent of Schools

From: Gregory Atseff, Assistant Superintendent for Business

Date: February 3, 2005

Re: Bus Purchase Recommendation

The following is the bus purchase recommendation for the 2005/2006 school year:

Three (3) 66 passenger buses @ \$76,451.75 = \$229,355.25

Four (4) 30 passenger buses @ \$42,963.65 = \$171,854.60

TOTAL \$401,209.85

As part of this year's recommendation, I am recommending that the district trade-in 9 surplus units. There are two reasons for this recommendation:

- 1) Six of the nine buses being surplus, have automatic transmissions. In the bus market, automatic transmissions are not as marketable as standard transmissions.
- 2) Our best and most reliable customer for used buses, recently passed away.

For these reasons, I feel it will more advantageous to trade-in our surplus units. We have requested and received the following prices, for our trades:

Bus # 185 \$1,200.00	Bus # 193 \$2,300.00
Bus # 186 \$1,200.00	Bus # 212 \$1,900.00
Bus # 187 \$1,200.00	Bus # 217 \$2,800.00
Bus # 191 \$2,300.00	Bus # 218 \$2,800.00
Bus # 192 \$2,300.00	

TOTAL TRADE \$18,000.00

NET COST \$383,209.85

The replacement schedule is based on large buses being replaced after ten (10) years, and the mini buses to be replaced after five (5) years. The buses will be purchased from New York State contracts. We anticipate delivery to be at the beginning of the 2005/2006 school year. This allows the district to utilize the new buses for the entire school year. All bus purchases require voter approval. The current Bus Purchase

Reserve Fund expires on June 30, 2005. The district will need to present a proposition to the voters (which will be presented to the voters as a separate proposition at the annual school budget vote in May) to re-authorize the Bus Purchase Reserve Fund, and get approval for the 2005/2006 purchase. All bus purchases are paid for from the district's Bus Purchase Reserve Fund.

Please let me know if you need any additional information.

TO: Michael Havens
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: February 10, 2005
RE: Health Service Contract - Newark Central School District

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

The cost of the contract is:

3 students @ \$183.67 = \$ 551.01

The attendance office 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 Newark Central School District for the 2004-2005 school year, and hereby authorizes the School Superintendent and District Clerk to execute the contract.

/db

Attachment

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: February 10, 2005
RE: Gift to the District

Recommend that the Board of Education, at their meeting to be held on February 10, 2005, accept from the OP/OE PTA a gift of \$570 to be used to sponsor a presentation on Rocks and Minerals by the Rochester Museum and Science Center for the 5th grade class.

/db

c: Lee Stramonine
Helen Jensen
Joe Siracuse, Principal

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: February 10, 2005
RE: Acceptance of Single Audit Report

The Single Audit Report for the fiscal year ended June 30, 2004, has been completed by Mr. Raymond F. Wager, CPA, P.C., Corona Executive Commons, 332 Jefferson Road, Rochester, NY 14623. This audit is as required by the New York State Education Department and the Single Audit Act of 1984 (Public Law 98-502).

The Board of Education should take action to accept this audit report at the regular board meeting to be held on Thursday, February 10, 2005.

A copy of the Single Audit Report and an excerpt of the Board of Education minutes of the meeting when the audit was accepted must be filed with the New York State Education Department. A copy of the Single Audit Report must also be sent to the New York Office of the Comptroller and the Single Clearinghouse, Jeffersonville, Indiana. In addition, a notice must be published within ten days that such report is available for inspection.

/db

c: Laurence Spring, Assistant Superintendent for Instruction
Sandra Woodard, Director of Pupil Personnel Services
Nique Wilson, Cafeteria Supervisor
Lee Stramonine, District Treasurer
Jim Switzer, District Clerk

To: Michael Havens, Superintendent of Schools

From: Gregory Atseff, Assistant Superintendent for Business

Re: Surplus Vehicles

Date: February 3, 2005

Recommend that the Board of Education at their February 10, 2005 meeting, declare the following vehicles be designated as surplus units for the purpose of being traded at the end of this school year. All units currently in service would be retired at the end of this school year.

Bus #	Chassis/Body	Veh. ID #	Cap	Year	Mileage	Current status
185	Int/Thomas	1HVBBPEN0PH480286	66	1993	132,859	In Service
186	Int/Thomas	1HVBBPEN2PH480287	66	1993	120,200	Out Service
187	Int/Thomas	1HVBBPEN4PH480288	66	1993	116,457	Out Service
191	Int/Thomas	1HVBBABN5SH650524	66	1995	94,874	In Service
192	Int/Thomas	1HVBBABN3SH650523	66	1995	73,912	In Service
193	Int/Thomas	1HVBBABN7SH650525	66	1995	91,267	In Service
212	Chev/Thomas	1GBHG31F5W1089039	20	1998	131,833	In Service
217	Chev/Thomas	1GBHG31FXX1065854	20	1999	116,458	In Service
218	Chev/Thomas	1GBHG31F6X1065771	20	1999	116,411	In Service

All units listed were planned replacements in accordance with our ten-year plan for large buses, five-year plan for small buses or out of service for mechanical reasons. The needed repairs on these vehicles cannot be justified compared with their current value and expected useful life.

Policy Submitted for First Reading

None

Policy Submitted for Second Reading

- 7500 Student Safety and Security
- 7501 Student Safety and Security Regulation
- 8220 Fire Drills, Bomb Threats and Student Safety,
School Bus Emergency Drills

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Students

STUDENT SAFETY & SECURITY

The Board of Education is committed to providing safe and secure facilities at all times that schools are in use for instructional or community purposes.

To fulfill its obligation and responsibility for the safety and protection of students, staff and visitors, the following regulations and guidelines are established.

Security of School Facilities

Protection of school facilities against unlawful entry and procedures for secure access to school facilities during and after the school day is outlined in policy regulations and administrative procedures as appropriate.

Identification of Employees & School Board Members

Each employee and school board member will receive and be required to visibly display a photo identification badge. Substitute teachers will be issued a non-photo badge to be worn while working on district property. Badge holders may also be asked to personally identify themselves upon request.

Identification of Visitors to Schools

Visitors to schools will receive a temporary identification tag upon entering school facilities.

Persons with access to school facilities during capital improvement projects or other special events will receive temporary photo identification badges for use during the time they are on school premises.

Non-photo badge holders may also be asked to personally identify themselves upon request.

Surveillance of School Facilities

School officials will make any necessary arrangements to monitor the actions of persons on school property or in school facilities. The Board of Education will approve regulations for use of surveillance or detection devices on school premises,

Recording of Images [This Section Replaces Former Section on Use of Electronic Devices]

Recording an image is permitted for instructionally appropriate purposes, only.

The superintendent of schools shall establish administrative procedures to be followed by all personnel and students to implement the provisions of this policy.

Adopted: February ..., 2005

Students

STUDENT SAFETY & SECURITY

SURVEILLANCE & DETECTION DEVICES

The Board of Education endorses the use of surveillance & detection devices on school premises for the purpose of maintaining safety and security of individuals.

The following guidelines will govern the use of surveillance and detection devices on school premises:

- (1) Surveillance and detection devices may be used on school premises at the discretion of the superintendent of schools, or his or her designee
- (2) Staff, students and visitors are prohibited from tampering or otherwise interfering with surveillance or detection equipment.
- (3) The superintendent of schools, or his or her designee, will notify students, their parents or guardians, and staff at the beginning of each school year by printed or electronic means that surveillance or detection devices may be used on school premises. A copy of the policy and regulations for surveillance and detection devices will be made available upon request.
- (4) The district will comply with the provisions of state federal law regarding surveillance and detection devices.
- (5) All recordings made by surveillance and detection devices will be stored and secured by the superintendent of schools, or his or her designee, to avoid tampering and ensure confidentiality.
- (6) Tapes or recordings made by surveillance or detection devices will be stored for ten (10) days after initial recording, whereupon such recordings may be released for erasure. They will be retained for review or for other purposes deemed appropriate by the district in their original form pending resolution. Recordings or tapes then will either be released for erasure or kept as necessary as part of school district records in accordance with established district procedures.
- (7) Review of recordings or tapes made by surveillance or detection devices will be conducted by the superintendent of schools, or his/her designee, if requested.

Regulation Approved: February .., 2005

Instruction

**FIRE DRILLS, BOMB THREATS AND STUDENT SAFETY
& SCHOOL BUS EMERGENCY DRILLS**

(Re-located introductory paragraph, no change in text)

The Board of Education has an obligation and a responsibility to insure the safety and protection of students and other building occupants.

Fire Drills

Fire drills are conducted in each of the schools of the district as provided by NYS Education Law.

Bomb Threats

A bomb threat is a criminal act and must be treated as one. Upon the receipt of any bomb threat. Therefore, any bomb threat to the school district shall be taken seriously. A bomb threat is a criminal act and must be treated as one. Law enforcement authorities must be notified immediately upon receipt of any bomb threat.

The superintendent of schools shall establish procedures to be followed by all personnel and students in the event of a bomb threat. ***If evacuation of school facilities is ordered, the superintendent of schools, or his or her designee, will contact the 911 Center.*** Such procedures shall be made a part of each school's emergency management plan. All appropriate personnel shall receive a copy of those procedures and the superintendent of schools shall ensure that all staff members understand their respective roles and responsibilities in the event of a bomb threat.

The superintendent of schools, or his or her designee, must inform both the Board of Education and the parents and guardians of district students as soon as possible after any incident that results in the activation of the district or building emergency management plan. He or she must notify the NYS Education Department and the BOCES/District Superintendent ***of the occurrence*** of each bomb threat incident.

Penal Law, § 240.55

Revised Bomb Threat Guidelines, NYS Education Dept 8 NYCRR § 155.13

School Bus Safety

The superintendent of schools and building principals shall cooperate with governmental agencies on matters of safety. They shall establish and check bus loading and unloading procedures at each school and student conduct on buses.

Adopted: September 10, 2003

Revised:

(Items Related to School Bus Emergency & Medical Info Are Duplication of Policy 5750)

Instruction

**FIRE DRILLS, BOMB THREATS & STUDENT SAFETY
& SCHOOL BUS EMERGENCY DRILLS** (continued)

(Delete; Duplication of Existing Text, Policy 5750)

Bus Safety Drills

The building principal shall also:

- a) Inform parents and students of the need to obey the traffic safety rules and regulations, and enforce those regulations on the school site.
- b) Report, in writing, any overcrowding to the transportation manager;
- c) Require that students ride their assigned school bus except as permitted by the administrative regulations, and
- d) Take prompt action on all behavior problems.

The superintendent of schools or his or her designee shall arrange for a minimum of three (3) bus safety drills on each school bus during the school year, with the first occurring during the first week of school, the second between November 1st and December 31st, and the third between March 1st and April 30th.

The drills must include instruction and practice in the location, use, and operation of the emergency door, fire extinguishers, first aid equipment, and windows as a means of escape in case of fire or accident. Drills must also include instruction in safe boarding and exiting procedures, with specific emphasis on when and how to approach, board, disembark, and move away from the bus after disembarking, and in the importance of orderly conduct by school bus passengers.

A member of the teaching or pupil transportation staff at each school site shall give such instruction and the conduct of the drills.

Students attending public and non-public schools who do not participate in the bus drills as required by the Regulations of the Commissioner also shall be provided with drills on school buses, or, as an alternative, shall be provided with classroom instruction covering the content of such drills.

The superintendent of schools shall certify on the annual report to the NYS Education Department that the district has complied with the above requirements.

Student Medical Information Needed by Bus Driver

The names of students who have a medical history of seizures, allergic reactions to bee stings, diabetes, and other conditions that may require medical treatment shall be provided to the bus driver of the vehicle in which the student rides to and from school. The school nurse will provide this information to the transportation office before the opening day of each school year and immediately upon enrollment of new entrants. Such information will be kept confidential.

Education Law §§2,1501-b, 1502, 3602 (7)(b), 3623, 3625-a, 3636,8 NYCRR §156.3 (h)

Adopted: September 10, 2003

Revised: