



ORGANIZATIONAL MEETING AGENDA

DATE: July 13, 2006 **TIME:** 7:00 p.m. **PLACE:** District Office Conference Room

1. **Call to Order: Mr. John Triou, President of the Board, 2005-06**
2. **Pledge of Allegiance**
3. **District Clerk administers Oath to Newly Seated Board Members:** Mr. Scott Griswold
Mrs. Susan Newman
Mr. John Triou
4. **Election of Board of Education Officers for 2006-07**
 - (a) President of the Board of Education
 - (b) Vice-President of the Board of Education
(District Clerk administers Oath of Office to Officers)
5. **Appointment of District Officers for 2006-07**

(a) District Clerk:	James E. Switzer
(b) District Clerk Pro Tem:	Greg Atseff
(c) District Treasurer:	Leora Stramonine
(e) Internal Claims Auditor:	Russell Harris
(f) School Tax Collector:	Helen Jensen
(g) Records Management/Access Officer	James Switzer
6. **Appointment of District Officials for 2006-07**

(a) School Attorney	Wayne VanderByl, Attorney at Law
(b) School Physician:	Cynthia Devore, M.D.
(c) School Census Enumerator:	James Switzer
(e) Purchasing Agent:	Gregory Atseff
(f) Attendance Officer:	James Switzer
(g) School District Auditor:	Raymond F. Wager, CPA, P.C.
(h) Extra-Classroom Activity Account Treasurers:	
Leora Stramonine, Wayne Middle School	
Leora Stramonine, Wayne High School	
(i) Title IX Compliance Officer	Kim Cox
(j) Civil Service Appointing Officer:	Mark Callahan
(k) School Architect:	Clark-Patterson, P.C.
(l) Asbestos Compliance Designee	Robert Miller
(m) Section 504 Compliance Officer	Michelle Scheik
(n) American Disabilities Act Coordinator	Michelle Scheik
(o) Liaison for Homeless Youth	Kim Cox
7. **Designations for 2005-2006:**
 - (a) Official Depositories: J.P. Morgan Chase, Fleet/Bank of America, Key Bank, Lyons National

- (b) Official Newspapers:
WAYNE COUNTY MAIL (Ontario) & THE TIMES (Walworth-Macedon)
- (c) Board of Education meeting will be held in accordance with the adopted
2006-07 Board meeting schedule

Att. 1

8. Authorizations for Chief School Officer for 2006-2007

- (a) Certification of payrolls
- (b) Approval of attendance at conferences, workshops, conventions
- (c) Approval of budget transfers per board policy
- (d) Approval to borrow funds up to \$25,000, for short term cash flow needs, without prior Board of Education approval.
- (e) Approval of resolutions for the Issuance of Tax Anticipation Notes and Joint Purchasing Programs.
- (f) Designation to handle student residency determinations on behalf of the Board of Education as provided by part 100.2(y) of the Regulations of the Commissioner of Education.
- (g) Approval to invest funds of the general, construction, school lunch, federal & capital fund accounts

9. Bonding of Personnel: Authorize purchase of blanket bond for each of the following school district officers at the amounts specified:

- (a) School District Treasurer (\$400,000)
- (b) School Tax Collector (\$500,000)
- (c) Internal Claims Auditor (\$15,000)
- (d) Extra-Classroom Activity Fund Treasurers (\$10,000)

10. Additional Designations and Authorizations for 2006-07:

- (a) Authorized signatures on Extra Classroom Activity Accounts:
Middle School: Robert Armocida & Leora Stramonine
High School: Joseph Siracuse & Leora Stramonine
- (b) Authorized signature on all district checks:
District Treasurer's signature, using check-signing machine, and in her absence;
Assistant Superintendent for Business's signature, using check signing machine.
- (c) Mileage reimbursement rate for 2006-07: 44.5 cents/mile
Copy fee - Freedom of Information Act: .25 cents per page
- (d) Establishment of Petty Cash Funds for 2006-07:

High School (Joseph Siracuse)	\$100.00
Middle School (Bob Armocida)	\$50.00
District Office (Gregory Atseff & Leora Stramonine)	\$50.00
School Lunch Fund (Nique Wilson)	\$260.00
Transportation (Fred Prince)	\$50.00

11. Establish substitute and building use rates for 2006-07:

- (a) Custodial rates for building use \$23.50
- (b) Food Service rates for building use \$21.85

- (c) Substitute teacher rates \$85/day; \$95/day after 15 consecutive days, retroactive
\$110/day retired certified teachers
\$75/day non-certified teacher

12. Appointment of District-Wide Safety Team for 2006-07:

Co-Chairperson:	Robert Miller
Co-Chairperson:	Chris Shaffer
K-5 Teacher Representative:	Robert Magin
School Safety Representative:	Fred Prince
School Resource Officer:	Trooper Smith
Human Resources Representative:	Mark Callahan
Custodial Staff Representative:	Thomas Lucieer
6-12 Teacher Representative:	Maureen Doyle
SCRIP Team Representative:	Lori Sensenbach
Board Liaison:	TBD
Parent Representative:	TBD
Student Representative:	TBD

13. Adopt Continuing Resolutions:

- (a) BOCES Cooperative Bid Joint Purchasing Resolution Att. 2
- (b) Revenue Anticipation Note Resolution Att. 3

14. Additional Board Member Appointments for 2006-07

1. Wayne-Finger Lakes BOCES Board of Education
 - (a) District Representative
 - (b) Alternate
2. Four County School Boards:
 - (a) Board of Directors
 - (b) Legislative Committee
 - (c) Program Planning Committee
3. Liaison to Energy Improvement Performance Project
 - (a) Committee Representative
4. Appointment to 2006-07 Board Committees
 - (a) Policy Committee
 - (b) Audit Committee
 - (c) Voter Turnout Committee:

BREAK

15. Regular Business Meeting

- I. Approve Agenda/[MINUTES](#) Att. 4
- II. Comments from the Public

III. Comments from the Board President

IV. Comments from the Board

V. Superintendent's Report

1. Review Annual District Goals
2. Board Vacancy Committee Report
3. Discuss Auditing Committee Meeting Date
4. Discuss Finance Workshop Date
5. Financial Report

VI. Items for Board Action

1. Personnel Action
2. [Consensus](#) Agenda:
 1. Approve Treasurer's Report
 2. Approve Energy Project Funding Resolution
 3. Approve Non-Represented Salaried Employee Agreement
 4. Award Bid
 5. Approve Audit Corrective Action Plan

Att. 5
Att. 6

VII. Comments from the

VIII. Comments from the Board President

IX. Comments from the Board

X. Executive Session

XI. Adjournment

OPERATIONAL VIEWPOINT

“Wayne Central School District will strive to create an environment responsive to, and providing for, the diverse educational needs of all students.”



WAYNE CENTRAL SCHOOL DISTRICT

**BOARD OF EDUCATION MEETING SCHEDULE
2006-2007**

July 13	District Office Conference Room (Reorganizational Meeting)	7:00 p.m.
August 24	District Office Conference Room	7:00 p.m.
September 14	District Office	7:00 p.m.
September 28	District Office	7:00 p.m.
October 12	Ontario Primary School	7:00 p.m.
October 30	Three Boards' Meeting (hosted by Ontario)	7:00 p.m.
November 2	District Office	7:00 p.m.
November 16	Middle School	7:00 p.m.
December 7	Ontario Elementary	7:00 p.m.
January 11	Freewill Elementary	7:00 p.m.
January 25	District Office	7:00 p.m.
February 8	District Office	7:00 p.m.
March 8	District Office	7:00 p.m.
March 22	District Office	7:00 p.m.
April 5	District Office	7:00 p.m.
April 25	District Office	7:00 p.m.
(Wednesday)	(BOCES Vote Date)	
Late April	(Three Boards Meeting hosted by Walworth)	
May 3	High School Performing Arts Center (Budget Hearing)	7:00 p.m.
May 15	High School Gymnasium Lobby	9:00 a.m. - 9:00 p.m.
(Tuesday)	(Budget Vote and Board Election)	
May 24	District Office	7:00 p.m.
June 7	District Office	7:00 p.m.
June 21	District Office	7:00 p.m.
July 12	District Office (Reorganizational Meeting)	7:00 p.m.

**Adopted: July 13, 2006
Board of Education**

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: July 13, 2006
RE: Resolution to participate in BOCES Cooperative Bid for Various Commodities and/or Services

Recommend that the Board of Education at the regular meeting to be held on July 13, 2006, approve the following continuing resolution for participation in Wayne-Finger Lakes Cooperative Bid for purchase of various goods and/or services.

WHEREAS, The Board of Education, Wayne Central School District of New York State desires to participate in a Cooperative Bidding program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties from year to year, or until this Resolution is rescinded, for the purchase of Various Commodities and/or Services. And...

WHEREAS, The Board of Education, Wayne Central School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, the Board of Education, Wayne Central School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties as its representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to The Board of Education, Wayne Central School District of New York State and making recommendations thereon...**NOW THEREFORE:**

BE IT RESOLVED, that the Board of Education, Wayne Central School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, that the Board of Education, Wayne Central School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the various commodities and/or services... And...

BE IT FURTHER RESOLVED, that the Board of Education, Wayne Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, that the Purchasing Agent on behalf of the Board of Education, Wayne Central School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties for various commodities and/or services and if requested to furnish the Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties an estimated minimum number of units that will be bid by the Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne, and Yates Counties is hereby authorized to award cooperative bids to the bidder(s) deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

/db

**REVENUE ANTICIPATION NOTE RESOLUTION
DATED MARCH 12, 2003
DELEGATING POWER TO THE PRESIDENT OF THE BOARD OF EDUCATION
TO AUTHORIZE, FROM TIME TO TIME AND YEAR TO YEAR,
THE ISSUANCE AND SALE OF REVENUE ANTICIPATION NOTES
OF THE WAYNE CENTRAL SCHOOL DISTRICT, NEW YORK, IN
ANTICIPATION OF THE COLLECTION OF REVENUES**

To Better Provide For The Accomplishment Of The Purposes And Goals of the Wayne Central School District,

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

Section 1. The power to authorize, from time to time and year to year, the issuance and sale of revenue anticipation notes of the Wayne Central School District, New York, including renewals thereof, in anticipation of the collection of revenues to be received by the school district as state aid from the State of New York, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, and of such form and content, as may be determined by said President of the Board of Education in accordance with the Local Finance Law of the State of New York.

Section 2. It is hereby determined that any notes which may be issued by the school district pursuant to this resolution in anticipation of the collection of such revenues to be received by the school district from the State of New York for any given fiscal year shall be issued during such fiscal year or during the two weeks prior to the commencement of such fiscal year and otherwise in accordance with §25.00 of the Local Finance Law of the State of New York.

Section 3. The Vice President of the Board of Education or the District Clerk may execute such notes in place of the President of the Board of Education if s/he shall so designate.

Section 4. It is hereby determined and declared that it is the intent of this Board of Education that this resolution remains in full force and effect in perpetuity for the issuance of the aforesaid notes from year to year, until this resolution is modified, amended, rescinded, revoked or repealed by this Board of Education.

Section 5. This resolution shall take effect immediately upon its adoption.

WAYNE CENTRAL SCHOOL DISTRICT
Ontario Center, New York 14520

BOARD OF EDUCATION MINUTES

UNOFFICIAL UNTIL APPROVED

DATE: Thursday, June 22, 2006
TYPE: Regular Business Meeting

TIME: 6:00 p.m.
PLACE: District Office

PRESENT: Trustees Brunner, Davis, Griswold, Johnson (arrived 7:25 p.m.), Lyke, Schultz (arrived @ 6:30 p.m.), Triou, Wyse; Trustee-Elect Newman; District Clerk Switzer; Administrators Havens, Siracuse, Shaffer, Cox, Schiek, Atseff, Spring, Callahan, Blankenberg

ABSENT: Trustee Robusto

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

I. CALL TO ORDER: 6:00 p.m. by John D. Triou, School Board President

II. EXECUTIVE SESSION (Personnel)

Mr. Wyse offered a **MOTION** to adjourn the meeting, at 6:01 p.m., for an executive session on personnel matters pertaining to specific persons. 6 Ayes, 0 Nays, 3 Absent (Mr. Johnson, Mr. Robusto, Mr. Schultz), Carried.

(Mr. Schultz entered the meeting @ 6:30 p.m.)

III. RECONVENE: 7:10 p.m.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA & MINUTES (June 8, 2006)

Mr. Triou proposed a recess at appx. 8:00 p.m., a personnel action item under reports from the superintendent of schools, and consideration of policy matters after the recess. Mr. Wyse offered a **MOTION** to approve the agenda for this evening's meeting, as revised, and the minutes of the meeting of June 8, 2006, as presented. 7 Ayes, 0 Nays, 2 Absent (Mr. Johnson, Mr. Robusto), Carried.

VI. PUBLIC COMMENT – None

VII. BOARD MEMBER COMMENTS

- A. Mrs. Brunner complimented Mr. Armocida and Mr. Shaffer and staff members involved for the excellent efforts and presentation of the **Annual 8th Grade Convocation Exercises** and thanked them for the invitation to attend.
- B. Mr. Schultz extended thanks for his invitation to the **Annual 8th Grade Convocation Exercises** and stated that he was impressed with the large number of students who were recognized for student achievement, including a high percentage that scored at 90% or above.
- C. Mr. Griswold extended thanks and recognition to the teachers, staff members, parents and other volunteers who accompanied twelve (12) local students to the **NYS Special Olympics in Albany** next weekend. He added that the efforts and support of those persons was an important part of the event for these children and their families.

- D. Mrs. Newman noted that she attended the ***Moving-Up Day Ceremony at Ontario Elementary School*** and complimented the staff on their efforts for this event, with special note of the musical talent displayed in honor of retiring teachers.
- E. Mr. Wyse noted that the recent ***NYS Special Olympics*** included the first-time participation of a Rotary International Exchange Student from Australia as a student coach. As the Student Exchange Officer for the local Rotary Club, he extended thanks to the school district and to Rotarians for their support of this effort.
- F. Mr. Griswold extended compliments to the staff and students who participated in the ***Kick-Ball Tournament at Ontario Elementary and Ontario Primary Schools***, noting the enthusiasm and camaraderie of the students despite a rainy day. Mrs. Lyke noted the need for additional parking at that school was also evident at the event.

VIII. BOARD PRESIDENT'S COMMENTS

- A. Mr. Triou presented a plaque and framed certificate, including a photo of the high school, to ***Mr. Spring in recognition of this five (5) years of service as assistant superintendent for instruction*** and extended best wishes to him on behalf of the Board of Education. Mr. Spring expressed his thanks for this surprise presentation and noted the commitment and regard of the Board of Education for our students and staff which this represents. He stated he has enjoyed his years at Wayne Central School District. Trustees, school officials and visitors extended a round of applause to Mr. Spring.
- B. Mr. Triou noted that this is the ***final business meeting for Mrs. Brunner***, who retires on June 30th after twelve (12) years service as a school trustee. He noted the numerous contributions she has made to the school district and added his personal thanks mentoring as him as a new trustee 6 years ago. He presented a plaque and framed certificate, including a photo of the high school, to her and noted the flower arrangement at her seat. Mrs. Brunner extended thanks to trustees and school officials for this recognition and for their support over the past years; while difficult to condense, those years were an enriching, learning, albeit sometimes brutal, experience which she would repeat if she were to start over again. Trustees, school officials and visitors extended a round of applause to Mrs. Brunner

IX. REPORT ON ACTION ITEMS BY THE SUPERINTENDENT OF SCHOOLS

Mr. Havens reported that letters were sent by him and Mr. Triou to the two residents who raised questions during public comment at the prior meeting.

X. REPORTS OF THE SUPERINTENDENT OF SCHOOLS

A. SPECIAL MEETING • WORKSHOP ON GOALS & OBJECTIVES • 2006-2007 • June 26, 2006

Mr. Havens reminded trustees of the ***special meeting on Monday, June 26, 2006***, at the Constellation Energy Operations Center for a workshop on review of student achievement in the 2005-2006 school year and development of district-wide goals and objectives for the 2006-2007 school year. The meeting will begin @ 3:00 p.m.

(Mr. Johnson entered the meeting @ 7:25 p.m.)

B. COMMENCEMENT EXERCISES • CLASS OF 2006

Mr. Havens noted that ***commencement exercises for the Class of 2006*** are scheduled for Friday evening, June 26, 2006 at the Constellation Brands-Marvin Sands Performing Arts Center at Finger Lakes Community College in Canandaigua and asked those trustees who plan to participate in the event to arrive by 6:45 p.m.

C. UPDATE ON MODEL SCHOOL'S PROGRAM

Mr. Havens introduced Joseph Siracuse, high school principal, for an update on implementation of the **model school's program** for information of the Board of Education.

Mr. Siracuse shared copies of a PowerPoint presentation that he and Miss Tracy Don Vito, internship coordinator, reviewed (copy filed in clerk's agenda file, this meeting). He noted that Mrs. Nikki Miller, health teacher and model school's coordinator at the high school, was unable to attend due to a graduate class conflict.

Mr. Siracuse noted that the 2006-2007 school year will mark the first year for implementation of the model school's program following two (2) years of planning and preparation. Freshmen in the Class of 2010 are the first class who will have to meet the enhanced graduation requirements, including new courses in parenting and personal finance and business applications of technology.

The new requirements will also include participation in extra-curricular activities or inter-scholastic athletic teams, five (5) hours per year of community service, a forty (40) hour career internship and development of a portfolio of four (4) years of work in high school.

Miss Don Vito reviewed the internship requirements and shared copies of handbooks she has developed on community service opportunities for students and parents. She also outlined the contents of the portfolios which students will develop and the training programs planned for teachers for each of these areas.

Mr. Siracuse noted the diligent efforts of parents, staff and students in developing the model school's program.

Mrs. Lyke asked if students can store their portfolio materials on line. Mr. Siracuse noted that students will have both print and non-print options for this project.

Mr. Triou asked how many business and community sites are available for the internships and how they were selected. Miss Don Vito noted that she is receiving very positive support from the business owners she has contacted and she welcomes new outlets.

Mr. Siracuse noted that Mrs. Susan Van Acker, work-study coordinator, has established valuable links throughout the community for both the community service and internship requirements and the new model school's requirements provide a continuum for the work-study program.

Mr. Triou noted his prior concern that students find options to meet the forty (40) hours of community service and that he is pleased to learn of the numerous opportunities available for them to accomplish this.

Mr. Griswold noted that many things in the model school's program build upon each other. He asked what provisions are made for students who transfer from schools where those programs are not in place to meet the local district requirements.

Mr. Siracuse stated that our counselors work with new entrants and their parents to incorporate them into the model school's program.

Mr. Schultz complimented Miss Don Vito on the materials she has developed and asked if students can arrange for their own mentors as part of the program. Miss Don Vito stated yes and reviewed the process in place.

Mrs. Newman asked what transportation arrangements are available for students to reach their internship sites. Miss Don Vito noted efforts underway with the transportation director to provide transportation to internship sites within the school district.

Mr. Havens commented that for those trustees who have witnessed the development of the model school's program, tonight's report demonstrates that the program will happen and that our high school will issue diplomas which represent the most rigorous and relevant program in this area,.

Mr. Schultz noted that Mr. Siracuse presented information to the Board of Education a few months ago about the *international baccalaureate program* and asked the status of that program. Mr. Siracuse stated that the sessions they planned to attend in Boston were cancelled and local staff is hopefully attending informational meetings this fall to allow the high school to introduce the program within the intended two (2) year period.

Mr. Havens noted that trustees will receive periodic updates on these activities at meetings during the 2006-2007 school year.

D. ADJUSTMENTS TO COMPREHENSIVE DISTRICT EDUCATIONAL PLAN

Mr. Havens introduced Mr. Spring, assistant superintendent for instruction, to present the proposed adjustments to the district's Comprehensive District Educational Plan (CDEP) for review and consideration by the Board of Education.

Mr. Spring noted that the CDEP team met on June 14, 2006, and re-affirmed the shared decision-making structure and plan for the school district and approved minor adjustments to the plans for professional development and academic intervention. The team recommends these adjustments for approval by the Board of Education.

Mr. Wyse asked if the adjustments are state requirements. Mr. Spring stated that the original CDEP plans were a state requirement and the adjustments reflect current practice and the change to block scheduling planned at the middle school.

Mr. Triou noted that it is the established practice for the Board of Education to consider items such as these at two (2) consecutive meetings prior to adoption or approval. He stated that the item will appear on the agenda for the next business meeting.

Mr. Griswold suggested that trustees receive a summary of the changes prior to final action. By **consensus**, this suggestion was adopted.

XI. RECESS: 7:52 p.m.

During recess, trustees, school officials and visitors gathered for a reception in honor of Mrs. Brunner and Mr. Spring.

XII. RECONVENE: 8:11 p.m.

XIII. ITEMS FOR BOARD OF EDUCATION ACTION

A. RESOLUTION TO AUTHORIZE ACTION FOR MONROE COUNTY SALES TAX LITIGATION

Mr. Havens presented a proposal for appointment of special counsel for pending legal action relative to the distribution of sales tax revenues amend municipalities in the County of Monroe for review and consideration by the Board of Education..

Mr. Wyse offered a **MOTION**, seconded by Mrs. Brunner, to adopt a **RESOLUTION** to appoint special counsel and authorize additional actions for a pending lawsuit on sales tax revenues from the County of Monroe, **TO WIT:**

**RESOLUTION TO APPOINT SPECIAL COUNSEL AND
TO AUTHORIZE SCHOOL OFFICIALS TO TAKE ADDITIONAL ACTION
AS PART OF PENDING LEGAL ACTION BY THE COUNTY OF MONROE
REGARDING SHARING OF SALES TAX REVENUES**

WHEREAS, the Wayne Central School District has been named and served as a party defendant in a lawsuit brought by the County of Monroe regarding sharing of sales tax revenues, and

WHEREAS, a total of twenty-four (24) school districts have been named as defendants in said lawsuit, and

WHEREAS, the school district is required to respond to the motion by the County of Monroe for a preliminary injunction by Friday, May, 26, 2006, and to appear in court on Wednesday, May 31, 2006, and

WHEREAS, it appears that the interests of the defendant school districts in the lawsuit by the County of Monroe are similar and that sharing a joint defense with other school districts would provide a united response and achieve efficiency and economy in reducing litigation costs, and

WHEREAS, the Board of Education has received and considered a proposal from the firm of Ferrara, Fiorenza, Larrison, Barrett and Reitz, P.C., to provide a joint defense, **NOW, THEREFORE,**

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

- (1) The law firm of Ferrara, Fiorenza, Larrison, Barrett and Reitz, P.C. is hereby appointed as special counsel to represent the school district in the lawsuit of the County of Monroe vs. the City of Rochester, etal, upon the terms set forth in the proposal sated May 23, 2006,
- (2) Officers and employees of the school district are authorized and directed to take all actions and to execute all documents necessary or appropriate to carry out the intent of this resolution

This RESOLUTION shall take effect immediately upon adoption.

Mr. Triou asked if participating agencies would share the cost of the litigation. Mr. Havens stated that was correct and that he has prior, positive experience with the law firm.

Mr. Griswold asked how much revenue our school district receives from the Monroe County Sales Tax. Mr. Atseff, assistant superintendent for business reported appx. \$8,000. Mr. Griswold asked how much the legal action is expected to cost the school district. Mr. Havens estimates aj additional \$8,000 to \$12,000.

Mrs. Lyke and Mr. Wyse noted that a decision not to defend this action originated by the County of Monroe could compound the issues for school district with distribution of sales tax to school districts in the County of Wayne in the future.

Mr. Griswold asked how much school districts in Monroe County receive in sales tax revenue. Mr. Havens stated the payments are based on student enrollment levels.

On the question, the **RESOLUTION** was adopted by a vote of 8 Ayes, 0 Nays, 1 Absent (Mr. Robusto).

B. PERSONNEL CHANGES

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

ADMINISTRATIVE STAFF

RESIGNATION:

Kim Cox, building principal, assigned to Freewill Elementary School, effective July 1, 2006 (contingent on promotional appointment as assistant superintendent for instruction)

APPOINTMENT:

Kim Cox, assistant superintendent for instruction, a three (3)-year probationary appointment effective July 1, 2006 through June 30, 2009 @ \$105,000 (replacement for Laurence Spring, resigned)

Mrs. Brunner offered a **MOTION** to approve the personnel actions as recommended by the superintendent of schools. 8 Ayes, 0 Nays, 1 Absent (Mr. Robusto), Carried.

XIV. POLICY COMMITTEE ITEMS-

Second Reading

Policy 7580 – Wellness & Nutrition

Mr. Johnson presented the proposed new policy noted above for second reading and review by the Board of Education. He noted that a staff committee worked diligently on the proposal to develop this new policy which the Board of Education is required by the NYS Education Department to adopt by July 1, 2006

He stated that the policy committee had incorporated the changes and revisions discussed by the Board of Education during first reading at the prior meeting and clarified text revisions related to state regulations for physical education instruction. (copy filed in clerk's agenda file, this meeting)

Mr. Johnson added that the policy committee plans to work the staff committee on additional regulations to implement the proposed policy, which also provides for annual review by the Board of Education.

Mr. Griswold stated that he struggles with the portion of the proposed policy that states that the school district will comply with state regulations for the amount of time for participation in physical education "... as much as possible..."

Mr. Blankenberg, director of athletics and physical education, stated that the district has a well-rounded program which provides students with an adequate amount of physical activity within the constraints of the school day schedule.

Mr. Griswold noted that if meeting the state requirements is not established as a priority for the school district, there is a good chance we may never meet the goal to do so. He asked what would need to occur if it were made a priority. Mr. Havens cited reduction of instructional time in a core subject or extension of the school day as options that the district could explore to meet the state requirements.

Mr. Wyse asked if extending the school day is an option. Mr. Havens stated that it would involve revision of the collective bargaining agreement with the teachers' union. He recommended that the Board of Education pursue the approach of "... as much as possible..." since it offers the school district some flexibility. He added that most school districts in the state also have difficulty meeting the state requirements.

Mrs. Newman asked what negative impact on our school district or other school districts would result if the state requirements are not met. Mr. Havens stated that he is not aware of any school districts the presently meet the 120 minute-requirement. He added that If the state did begin enforcement of the requirement, school districts would need to develop options such as extend the school day to add an additional scheduling block or eliminate block scheduling.

Mrs. Newman asked if any data exists on the number of schools that do not meet the state requirements. Mr. Havens stated he will survey the 26 districts in the Wayne-Finger Lakes B.O.C.E.S. region on the topic.

Mr. Wyse suggested that trustees adopt the proposed policy as presented.

Mr. Griswold stated that he raised the topic this evening because the school board has repeatedly discussed the importance of health and wellness of children in making them good learners. He feels that the school district should attempt to meet the state requirements as stated.

Mrs. Lyke asked if a health and wellness program will address the concerns for student obesity and where our school ranks in need for these programs. Mr. Johnson noted that the committee that developed the policy represents staff and students from throughout the school district and they will continue to review issues of concern relative to healthy foods and lifestyles.

Mr. Johnson stated that this policy is new to every school in the state and it will evolve as a living document. He stated that the staff committee that studied and presented the proposed policy will continue to serve in an advisory role.

Mrs. Brunner cautioned trustees about HIPPA regulations for collection of student health and wellness information. Prior permission is required and the process may become laborious.

Mr. Griswold stated that the topic of health and wellness also relates to the high levels of student diabetes in the state and nation. He believes it needs to become a priority issue now or this same discussion will occur in four (4) or five (5) years.

Mrs. Brunner noted that the provision for annual review of the policy will insure that it receives continued attention.

Mrs. Lyke stated she is interested in data on the level and issues related to student obesity. Mr. Johnson stated he expects that a benchmark for such information would exist in about a year.

Mrs. Lyke stated that she supports the proposed wording of compliance "...as much as possible..." since it is a honest reflection of our current situation. Mr. Johnson stated that review of other available options may result in compliance in a future year. Mrs. Brunner noted that state regulations may also change if adoption of the new policies, statewide, reveals the number of instances of and reasons for non-compliance.

Mr. Johnson noted that this is now a required policy for school districts and the annual review process will insure that continual updates occur.

Mrs. Brunner stated that Mrs. Wilson, director of food service, is very knowledgeable in this area and will serve as a valuable resource as this issue moves forward.

Mr. Griswold noted that health and wellness is truly a life-style change, something like putting the school district on a diet. It is a challenging and evolving topic and he complimented the staff committee that prepared the proposals for their diligent efforts.

Mr. Johnson offered a **MOTION** to approve second and final reading of the policy on wellness and nutrition. 8 Ayes, 0 Nays, 1 Absent (Mr. Robusto), Carried.

Mr. Johnson thanked trustees for their support and stated he would keep them informed as new regulations evolve.

XV. ADDITIONAL PUBLIC COMMENT

- A. Susan Brown, 7518 Knickerbocker Road, Ontario, thanked the Board of Education for reciting the personnel actions to members of the audience.
- B. Mrs. Brown, supra, noted that the report in the *Wayne County Mail* of the survey of post-graduates showed a limited response, as are many mailed surveys, and suggested that students use personal interviews or phone calls in future survey projects to increase responses
- C. Mrs. Brown, supra encouraged the school district teach graphics/photo computer applications in addition to word processing, spreadsheets and databases as part of the model school's program.
- D. Mrs. Brown, supra, suggested that distance and location not serve as limitations for transportation to student internship sites in the model school's program.
- E. Mrs. Brown, supra, requested that the audience receive copies of handouts at meetings and proposed policy statements so they might offer public comment.

- F. Mrs. Brown, supra, asked how parent representatives were selected for the health and wellness committee and how the school district planned to share information about the new wellness & nutrition policy with parents, students and staff.
- G. Mrs. Lori Sensenbach, 4006 West Main Street, Williamson, spoke as out-going president of the Wayne Teachers' Association, and thanked the Board of Education for the time and efforts they expend on behalf of students. She noted that Jason Carter will succeed her as union president

XVI. ADDITIONAL BOARD MEMBER COMMENTS

- A. Mrs. Brunner thanked trustees and school officials for their recognition this evening, to Mr. Havens and his team for their support of the school board's goals and objectives and to school district residents for their support in electing her four times to serve on their behalf. She is very proud to have served as a school trustee for this school district.
- B. Mr. Triou extended thanks to the ad hoc committees, special working committees, collective bargaining teams and all staff members for their diligent efforts on behalf of our students and our school district in the past school year. He added that their work is not unnoticed.

XVII. EXECUTIVE SESSION (Personnel)

Mrs. Brunner offered a **MOTION** to adjourn the meeting, at 8:37 p.m., for an executive session pertaining to specific personnel. 8 Ayes, 0 Nays, 1 Absent (Mr. Robusto), Carried.

XVIII. RECONVENE: 10:15 p.m.

XIX. ADJOURNMENT

Mr. Wyse offered a **MOTION** to adjourn the meeting at 10:16 p.m. 8 Ayes, 0 Nays, 1 Absent (Mr. Robusto), Carried.

Respectfully submitted,

JAMES E. SWITZER
School District Clerk

APPROVAL OF _____ ES

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

July 13, 2006

School District Clerk

WAYNE CENTRAL SCHOOL DISTRICT

Ontario Center, New York 14520

BOARD OF EDUCATION MINUTES

UNOFFICIAL UNTIL APPROVED

DATE: Monday, June 26, 2006

TIME: 3:00 a.m. to 8:00 p.m.

TYPE: Special Meeting – Workshop Session
Student Achievement & Goals & Objectives

PLACE: Operations Center-Constellation Energy

PRESENT: Trustees Brunner, Griswold, Johnson (arrived @ 3:59 p.m.), Lyke,, Schultz, Triou (arrived @ 4:00 p.m.), Wyse; One Vacancy; Trustee-Elect Newman; District Clerk Switzer; Administrators Havens, Siracuse, Armitage, Considine, Armocida, Shaffer, La Ruche, Pullen, Cox, Schiek, Atseff, Spring, Callahan, Green, Wilson, Blankenberg, Miller, Prince

ABSENT: Trustee Robusto

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

I. CALL TO ORDER: 3:00 p.m.

II. WELCOME & INTRODUCTIONS

Mr. Havens introduced Mr. Callahan, director of human resources, who presented a group exercise to set the tone for the meeting

III. WORKSHOP SESSION • Review of Data & Development of Goals

Mr. Havens noted that the agenda would begin with a review of progress on district-wide goals for the 2005-2006 school year in the following areas *viz*:

- English-Language Arts & Mathematics, Grades K to 4
- English-Language Arts & Mathematics, Grades 5 to 8
 - English-Language Arts & Mathematics, Grades 9 to 12
- Regents Diplomas & College-Bound Students
- Facilities & Finances ... repeat last year .

He shared historical and prior year data in each area in graphic form and noted achievement levels for local students for each area and status achievement of district-wide goals in each area

Mr. Havens presented a summary slide of the district-wide goals used in prior years and ask if there were any suggestions for revisions or adjustments to those goals. Following review of those areas in small groups, suggestions were made for new (e.g. mastery rates, margin budget passing rates, public perception/satisfaction, clarify impact on IEP-diploma students, International Baccalaureate/AP Course achievements) and continued goal areas for 2006-2007.

(Mr. Johnson entered the meeting @ 3:59 p.m.)

(Mr. Triou entered the meeting @ 4:00 p.m.)

These discussions were followed by small group discussions among trustees and school personnel on goals and objectives for the school district for the 2006-2007 school year,

Following a break for dinner, the small groups worked on fine-tuning goals for the 2006-2007 school year.

Reports of the small group discussions were shared with all present and proposed goals were established. Mr. Havens stated that the administrative council will use these goals as the basis for development of specific goal areas for the 2006-2007 school year.

IV. ITEMS FOR BOARD OF EDUCATION ACTION

In the absence of the school district clerk, Trustee Wyse was designated as clerk pro tem.

Mr. Triou presented copy of a letter of **resignation from the Board of Education** from Donald M. Davis that was filed with the school district clerk at 9:30 a.m. today (copy filed in clerk's files)

Mr. Johnson shared the mentoring activities that he had shared with Mr. Davis. Mr. Johnson stated that he had talked with Mr. Davis and that he has resigned for personal reasons.

Mr. Wyse offered a **MOTION** to accept and file the resignation of Mr. Davis as of 9:30 a.m. on June 26, 2006. 7 Ayes, 0 Nays, 1 Absent (Mr. Robusto), 1 Vacancy. Carried.

Mr. Havens presented the options available under NYS Education Law to fill the vacant seat.

Option 1: Conduct a special election to fill the vacancy.

Option 2: Make an appointment to fill the vacancy until the next regular school election at which time the person elected would take office for the balance of the unexpired term.

Mrs. Lyke questioned the process for filling the vacancy this soon after the annual school election in May and asked if the Board of Education should fill the vacancy with the candidate with the next highest vote tally in the last school district election.

Mr. Griswold stated that everyone who is interested in filling the position should have the opportunity to apply.

Mr. Wyse explained the application and interview process that was used to fill the seat that was vacated by Mr. Ratcliffe last year.

Mrs. Lyke asked if Mrs. Brunner would be willing to fill the vacancy until the next annual school election. Mrs. Brunner stated that she would be willing to do so.

Mr. Schultz noted that it would take a new member until the next election to get up to speed with everything involved with serving on the Board of Education.

Mr. Triou agreed with Mr. Schultz on the amount of time that it takes to learn the roles and responsibilities of being a school board member.

Mr. Triou suggested appointing a committee to handle interviews for the position as it was handled for the last vacancy. Following discussion, he appointed Mrs. Lyke, Mr. Schultz and Mr. Wyse to serve on the **interview committee**.

Mrs. Brunner stated that she would not be applying for the position because of concerns that it would appear not to be a fair process if she were appointed by the Board of Education.

Mr. Havens stated that it would be best to let the process work.

Mr. Schultz questioned just what the process was that the Board of Education was going to use.

Mr. Griswold answered the question in the form of a **MOTION** that the superintendent of schools prepare a press release announcing the vacancy and that the Board of Education will accept applications to fill the vacancy on the Board of Education until the next annual school election and to invite Interested persons to submit letters of application to school district clerk for subsequent review by the interview committee. 7 Ayes, 0 Nays, 1 Absent (Mr. Robusto), 1 Vacancy. Carried.

Mr. Wyse noted that the application process must remain open for at least one (1) week after the next school board meeting on July 13, 2006 to provide sufficient time for any interested persons to apply.

Mr. Schultz noted that he will put together the timeline for the interview committee.

V. ADJOURNMENT

Mr. Johnson offered a **MOTION** to adjourn the meeting at 8:40 p.m. 7 Ayes, 0 Nays, 1 Absent (Mr. Robusto), 1 Vacancy, Carried.

Respectfully submitted,

JAMES E. SWITZER
School District Clerk

For Notes for Section IV & V

MARK A. WYSE
District Clerk Pro Tem

APPROVAL OF _____ S

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

July 13, 2006

School District Clerk

JES/jes:wp

WAYNE CENTRAL SCHOOL DISTRICT
ONTARIO CENTER, NY 14520

TO: Board of Education

FROM: Michael Havens

RE: Consensus Agenda

DATE: July 13, 2006

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

1. Accept Treasurer's Report - May
2. Approve [Energy](#) Project Funding Resolution
3. Approve Non-Represented Salaried Employees Agreement
4. Award Copier Paper [Bid](#)
5. Approve Audit Corrective [Action](#) Plan

MH/les

To: Michael Havens, Superintendent of Schools

From: Gregory Atseff, Assistant Superintendent for Business

Date: June 28, 2006

Re: Resolution to Authorize Financing for Energy Performance Project

The following resolution needs to be approved by the Board of Education to authorize financing for the upcoming Energy Performance Project.

Please present the following resolution to the Board of Education at their meeting on July 13, 2006:

RESOLVED, that the Board of Education of the Wayne central School District authorizes the Superintendent of Schools to finalize the financing of the school's energy performance project with Municipal Leasing Consultants of Grand Isle, VT, it's Agents or Assignee. The Board President of the Wayne Central School District is hereby authorized to execute any and all legal documents necessary to conclude the financing of the lease purchase agreement, subject to the approving opinion by the school's attorney.

TO: Michael Havens
Superintendent of Schools
FROM: Gregory J. Atseff
Assistant Superintendent for Business
DATE: July 13, 2006
RE: BOCES Cooperative Bid for Xerographic, Personal Computing, & Fine Papers

Wayne Central School District participated in a cooperative bid with the schools in the Wayne-Finger Lakes BOCES area for Xerographic, Personal Computing & Fine Papers.

Wayne-Finger Lakes BOCES awarded the bid by groupings. Bids include all shipping & delivery charges.

I recommend that we accept the recommendation of the Wayne-Finger Lakes BOCES to award the bid for Xerographic, Personal Computing, & Fine Papers to Economy Paper Company, PO Box 90420, 1175 E. Main St., Rochester, NY 14609

/db

To: Michael Havens, Superintendent of Schools
From: Gregory Atseff, Assistant Superintendent for Business
Date: July 5, 2006
Re: Corrective Action Plan for General Fund

A corrective action plan is required under section 170.12 of the regulations of the Commissioner of Education in response to issues identified in the management letter provided by the district's independent auditor. A corrective action plan has been developed addressing all issues identified in the district's management letter, for the audit for the 2004/2005 school year.

A copy of the plan is attached, and needs to be approved by the board of education. Once the plan has been approved, a copy must be submitted to the State Education Department. I recommend that the Board of Education approve the corrective action plan at their July 13, 2006 meeting.

Corrective Action Plan for 2004/2005 – General Fund

Fundraisers

Fund raising procedures have been developed by the administrative council during the 2005/2006 school year.

General Accountability

The Assistant Superintendent for Business will approve entries posted to the general ledger. The district will incorporate bank reconciliation reviews into the new internal audit function, or have someone other than the individual who prepares the reconciliations review them. This will occur during the 2006/2007 school year.

Bank Reconciliations

The business office secretary will receive the bank statements unopened and review the cancelled checks and deposits, prior to the bank reconciliation process. This will occur in the 2006/2007 school year.

Offsite Cash Collections

Athletic event admissions procedures have been developed by the administrative council during the 2005/2006 school year.

Account Receivable

The Assistant Superintendent for Business will review and approve all accounts receivable write-offs. This procedure will be implemented for the 2005/2006 year end closing.

Electronic Funds Transfer

All call backs for electronic fund transfers will be documented by the receptionist in the business office. This will occur in the 2006/2007 school year.

Trust and Agency Fund

The Assistant Superintendent for Business will contact the former employee to collect the amount owed by the former employee to the district. This will be done in the summer of 2006.

Computer Controls

The Systems Administrator position has been assigned to both the Assistant Superintendent for Business and the Director of Technology, so no one individual has too much control of the system. This was implemented during the 2005/2006 school year. Security software updates and access rights to the system will be reviewed annually by the technology department to ensure maximum security is maintained. This will begin in the 2006/2007 school year.

Postemployment Health Benefits

The district will have the necessary actuarial study completed in time to implement GASB No.43 and No. 45 during the 2008/2009 school year.

Comptroller's Five Point Plan

The district has implemented the comptroller's five point plan in accordance with the various phase in dates.

Policies and Procedures

The district has implemented policies in the following areas:

1. Fraud (whistle blower) policy.
2. Travel and conferences.
3. Meals and refreshments
4. Credit cards

The district has no district owned cell phones.