

# WAYNE CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA

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**June 19, 2008**      **6:30 p.m.**      **District Office Conference Room**

**6:30**      **Executive Session**

**7:00**      **Call to Order**

**Pledge of Allegiance**

**Approval of Agenda/Approval of Minutes**

[Att. 1](#)

**7:05**      **Public Comment**

**7:10**      **Board Member Comments**

**7:15**      **Board President Comments**

**7:20**      **Action Item**

**7:25**      **Superintendent's Report**

- 1.      Population Study Report**
- 2.      NYS Commission on Property Tax Relief**
- 3.      Student Representative**
- 4.      Student Questions**

**7:55**      **Board Workshop**

**9:00**      **Approve Freischlag Internship**

**9:05**      **Public Comment**

**9:10**      **Board Member Comments**

**9:15**      **Adjournment**

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**Next Meeting Date:    July 10, 2008                      7:00 p.m.                      District Office**

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

WAYNE CENTRAL SCHOOL DISTRICT  
Ontario Center, New York 14520

BOARD OF EDUCATION MINUTES

UNOFFICIAL UNTIL APPROVED

DATE: Thursday, June 5, 2008  
TYPE: Regular Business Meeting

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

**PRESENT:** Members Griswold, Johnson, Lyke, Newman, Nicholson, Robusto, Schultz (arrived @ 6:05 p.m.) & Wyse; Members-Elect Mrs. Brunner, Mr. Paz; District Clerk Switzer; Administrators Havens, Armitage, Derse, Armocida, Shaffer, La Ruche, Pullen, Wright, Schiek, Atseff, Cox, Callahan, Green, Blankenberg

**ABSENT:** Mr. Triou

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

I. **CALL TO ORDER:** 6:00 p.m. by Frank Robusto, Jr., School Board President

II. **PLEDGE OF ALLEGIANCE**

III. **APPROVAL OF AGENDA & MINUTES** (May 22, 2008)

Mrs. Lyke offered a **MOTION**, seconded by Mr. Johnson, to approve the agenda for this evening's meeting and the minutes of the meeting of May 22, 2008, each as presented. 6 Ayes, 0 Nays, 2 Absent (Mr. Schultz, Mr. Triou), 1 Abstention (Mr. Nicholson), Carried.

(Mr. Schultz entered the meeting at 6:05 p.m.)

IV. **PUBLIC COMMENT** – None

V. **BOARD MEMBER COMMENTS**

A. Mr. Wyse stated that that his duties as a Governor-Nominee for Rotary International District 7120 prevented him from seeking re-election, and, due to a prior commitment, tonight is his final meeting prior to retirement from the Board of Education on June 30<sup>th</sup>. He has enjoyed working with board members for the past ten (10) years and is pleased with the improvements made in the district. He plans to continue as a volunteer for light and sound support for the performing arts center and offered to serve as a citizen member of the long-range facilities committee.

VI. **BOARD PRESIDENT'S COMMENTS**

- A. Mr. Robusto extended **condolences** to the family of food service retiree Marjorie Froniear.
- B. Mr. Robusto extended compliments for **athletic honors to** Kelly Jones (high jump) and Mike Miles (pole vault).

VII. **RECOGNITION OF RETIREMENT OF SCHOOL BOARD MEMBERS**

Mr. Robusto presented Certificates of Appreciation to Mr. Wyse and Mr. Johnson in recognition of 9.5 and 10 years, respectively, which they will conclude upon their retirement from the Board of Education on June 30, 2008.

He noted the many contributions they have made on behalf of students, families, staff members and the community. He recalled the legacies each will leave, Mr. Wyse to “hire the best person for the job” and Mr. Johnson to “do it once and do it right.”

## VIII. RECOGNITION OF ACHIEVEMENT BY SCHOOL BOARD MEMBERS

A. Mr. Havens presented a **certificate to Mrs. Newman** from the NYS School Boards Association in recognition of forty (40) credit hours of **professional training** for school board members.

B. Mr. Havens added his **best wishes to Mr. Johnson and Mr. Wyse** as they retire as members of the Board of Education and thanked them for their service and support.

## IX. REPORTS OF THE SUPERINTENDENT OF SCHOOLS

### A. PROPOSAL FOR ADOPTION OF NEW TEXTBOOK • *Grade Seven Science*

Mr. Havens presented the proposed new textbook for seventh grade science for review and consideration by the Board of Education.

He introduced Robert Armocida and Christopher Shaffer, principal and assistant principal, respectively, of the middle school, to present details of the textbook selection process and the criteria for the proposed new textbook.

Mr. Armocida and Mr. Shaffer narrated a Power Point presentation on the selection, review and adoption process (copy filed in clerk’s agenda file, this meeting). They recognized the assistance of science teachers Molly Van Orman and Scott Partridge as selection committee members and reviewed highlights of the proposed new textbook in the following areas:

- Alignment to New York State Standards
- Readability & Reading in the Content Area
- Format & Design – Real Life Applications of Science
- Vocabulary Drill, Practice and Understanding
- Visuals - Photographs, Charts, Diagrams, Tables
- Laboratory Activities – Hands-On, Skill Based
- Alignment with district goal for 90% Passing Rate for NYS Intermediate Science Test
- Resources for Differentiated Instruction
- Website Access to Print & Audio Materials for Students and Teachers
- Student & Teacher Resources - Print, Web-Based and CD-ROM
- In-Service Training for Teachers.
- Successful Use in Other Districts

They noted that the proposed textbook would replace a 1999 edition which pre-dated state standards for math, science and technology. The new text will help increase the current 96% passing rate (90% is the goal) and serve as a resource for biology classes at the middle school. Samples of the materials were on display in the meeting room.

For the first time, students were invited to preview the three textbooks considered by the committee and they found that the visuals and images in this book were easy to understand and apply to class work. Contacts were made with other schools that use the textbook and several ideas were obtained for classroom activities.

The cost for student and teacher copies and related resource materials is \$67.95 per book for a total cost of appx. \$17,940, which is within budgeted funds. Mr. Havens noted that the cost range by only 40 cents per book among the textbooks considered. .

Mrs. Lyke asked if the lab activities, web access and other student and teacher resources posed additional charges; the answer was no.

Mr. Johnson asked if regular updates to the material would occur; the answer was yes.

Mr. Robusto asked about the process to phase out and discard the old textbook. Mr. Havens reviewed the process involved.

Mrs. Newman asked if sufficient teacher editions are included in the proposal; they are.

Mr. Havens stated that the Board of Education has generally approved textbooks in a single reading and asked the pleasure of the Board of Education on this matter.

Mrs. Lyke believes that approval is appropriate to allow time to order the new books and materials for use in September.

Mr. Wyse offered a **MOTION**, seconded by Mrs. Lyke, to adopt the *Science and Technology* textbook published by Holt, Rinehart and Winston for grade seven science as recommended by the textbook selection committee and the superintendent of schools.

*Discussion on the process for adoption of textbooks is generally summarized as follows:*

Consideration and action in a single business meeting has worked in the past unless the proposed materials prompted dialogue or disagreement among parents or staff members.

Additional time is helpful for consideration of both the proposed new textbook, from the selection committee, and of concerns raised about the proposal. In those instances, delay of action to a second business meeting is sometimes necessary.

As a general rule, it is best practice for the school board to have established policy, practice or protocol for handling these situations before they may occur.

Postponement for additional consideration could take the form of a motion to table or postpone action, as a matter of policy, or to delay for additional consideration as a matter of protocol.

The decision to postpone to a second meeting, however, is better if it is due to an established practice for the Board of Education rather than as a reaction to issues or concerns raised about a specific proposal.

At times, the information presented to the Board of Education at the meeting when dialogue or disagreement occurs will address and resolve such concerns. In those cases, action at the same meeting to adopt the textbook is possible and acceptable.

There are times when the topics raised from the public may require more consideration or information for the Board of Education before a final decision is reached.

It is important that the judgment and recommendations of selection committees, and building and district administrators is respected and considered when proposed new textbooks are presented. Pros and cons from parents and residents also provide valuable input as the Board of Education considers adoption of new textbooks.

Unless a legitimate need or emergency exists, use of the practice established for other proposals and policy matters to present information at one meeting and consider formal action at the next meeting for consideration of textbook adoption would create consistency. In the event of special concerns, the process would already be established.

Staff presentations are very thorough and complete and contain research and review by users of the proposed materials. The possibility exists that the details of a staff presentation at one meeting may not remain as clear or fresh if formal action is always postponed to a second meeting.

If not in the form of formal policy, an established protocol for presentation and consideration of textbook adoption would provide direction to consider concerns raised and options for further review

There is no harm in postponement of action on a proposal if issues were raised which require additional consideration or background prior to formal action by the Board of Education.

The best practice is to have a procedure, policy or protocol in place that provides for the additional time for more information or consideration or concerns.

By **consensus**, board members agreed that the topics noted this evening are appropriate for additional consideration of a formal policy or protocol on the process for textbook adoption. Referral of the matter to the protocol committee for input was also suggested.

Mr. Wyse **CALLED THE QUESTION**. 8 Ayes, 0 Nays, 1 Absent (Mr. Triou).

On the **ORIGINAL QUESTION**, the vote was 8 Ayes, 0 Nays, 1 Absent (Mr. Triou), Carried.

Mr. Robusto asked the protocol committee to consider the matter, as suggested.

## **B. PROPOSAL FOR ADMINISTRATIVE INTERNSHIP • 2008-2009 • Scott Freischlag**

Mr. Havens presented the outline of a proposed administrative internship for Scott Freischlag for review and consideration by the Board of Education.

He asked Mrs. Cox, Mr. Blankenberg and Mr. Shaffer to review the major areas of the proposal, with staff mentors, as follows

- Student Management (Mr. Shaffer)
- Program Organization (Mrs. Cox, Mr. Blankenberg)
- Leadership (Mrs. Armitage)
- Teacher Evaluation (Mrs. Cox)

Mr. Havens noted that the scope of internship activities and assessments has expanded as efforts to provide a more comprehensive administrative preparation and experience for local staff members have increased.

Mr. Havens stated that Mr. Freischlag will continue with his physical education teaching duties at the middle school with one block daily for internship duties. The summer school principal portion of the internship is a standard expense of conducting summer school.

Mrs. Lyke feels this is one of the strongest internships offered in our district.

Mr. Griswold asked what this internship would have included and looked like twenty (20) years ago. Mr. Havens provided comparisons, using his own internship in 1981, and noted the many changes in the role of school administrators.

Mrs. Newman stated that the proposed internship speaks well for the district initiative for rigor in programs.

Mr. Johnson noted that the current scope of the internship is 360 degrees different than the initial ones he is very pleased and impressed with the growth of the program.

Mr. Havens stated that he will present the proposed internship for formal consideration and approval at the June 19<sup>th</sup> meeting.

### **C. STUDENT REPRESENTATIVE - None**

### **D. STUDENT QUESTIONS**

(1) Jeff Marianetti, 1830 Kenyon Road, Ontario, asked why student athletes are required to participate in physical education class; Mr. Havens provided details.

## **X ITEMS FOR BOARD OF EDUCATION ACTION**

### **A. PERSONNEL CHANGES**

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

#### ***ADMINISTRATIVE STAFF***

##### ***TENURE RECOMMENDATION***

#### **RESOLUTION TO GRANT TENURE TO MICHELLE SCHEIK IN THE TENURE AREA OF DIRECTOR OF STUDENT SERVICES**

**RESOLVED**, that, upon the recommendation of the superintendent of schools, Michelle Scheik, who is certified in the area of school administration, is hereby appointed to tenure in the director of student services tenure area effective June 30, 2008

#### ***INSTRUCTIONAL STAFF***

##### ***TENURE RECOMMENDATIONS***

#### **RESOLUTION TO GRANT TENURE TO THE FOLLOWING NAMED PERSONS IN THE TENURE AREA NOTED AT EFFECTIVE DATES AS STATED**

**RESOLVED**, that, upon the recommendation of the superintendent of schools, the following named persons, who are certified in the areas as noted, are hereby appointed to tenure in the respective tenure area and at effective dates as noted below.

<b><i>Name</i></b>	<b><i>Tenure Area</i></b>	<b><i>Date</i></b>
Janis Becker	Science	August 31, 2008
Lisa Clemons	K-6 Elementary Education	August 31, 2008
Michele Farley	Special Education	August 31, 2008
Jaime Gallo	Special Education	August 31, 2008
Lois Harris	Teaching Assistant	August 31, 2008
Janiece Jackman	Foreign Language	August 31, 2008

Justin Marino	Social Studies	August 31, 2008
Anna McGrath	Science	August 31, 2008
Jennifer Saul Agnitti	English	August 31, 2008
Julie Schwartz	School Counseling	August 31, 2008
Kristina Stiles	Special Education	August 31, 2008
Jeffrey Ugine	Science	August 31, 2008

## **APPOINTMENTS:**

**Matthew Angell**, math teacher, NYS Control No. 520668041 (Initial, valid through 9/1/2009), assigned to the high school, a two (2) year probationary appointment effective September 1, 2008 through August 31, 2010 at \$41,529 (replacement for Kathy Emison, retired).

**Stephanie Bounds**, reading teacher, NYS Control No. 58779061 (Initial, valid through 9/1/2011), assigned to the middle school, a seven (7) week temporary appointment effective May 8 through June 30, 2008 at \$37,850 (replacement for Rae Jagoda while on FMLA leave of absence)

**Sarah Francis**, internship coordinator, NYS Control No. 206342081 (Initial, valid through 9/1/2013), assigned to high school, a three (3) year probationary appointment effective September 1, 2008 through August 31, 2011 at \$38,650 (new position created through this action).

### ***2008-09 Summer Elementary School Reading Program • Teachers*** (\$25 per hour)

See Listing, Clerk's Agenda File, This Meeting

### ***2008-09 Summer Middle School Bridge Program • Teachers*** (\$25 per hour)

See Listing, Clerk's Agenda File, This Meeting

### ***2008-09 Summer 9<sup>th</sup> Grade Transition Program • Teachers*** (\$25 per hour)

See Listing, Clerk's Agenda File, This Meeting

### ***Additional Per Diem Substitute Teachers • 2007-2008 School Year***

See Listing, Clerk's Agenda File, This Meeting

### ***Additional Coaching Appointments • 2008-2009 School Year***

(Fall Season 2008 (8-16 to 11-7-08) & Winter Season Length (11-3-08 to 3-6-09)

See Listing, Clerk's Agenda File, This Meeting

## **SUPPORTIVE STAFF:**

## **RESIGNATION:**

**Anna Prinsen**, bus driver, effective June 25, 2008 (retirement, 21 years of service to Wayne Central School District)

## **APPOINTMENT:**

**Nanette Coro**, senior typist, assigned to the district office (human resources), a permanent civil service appointment effective July 6, 2008 at \$13.31 per hour (having successfully completed a six (6) month probationary period)

### **Summer 2008 Labor Appointments**

Cleaners (35 days, 6 hours/day), Grounds Helpers (35 days, 7.5 hours/day)  
Central Stores (appx 30 days, 7.5 hours/day)

Mr. Wyse offered a **MOTION**, seconded by Mr. Johnson, to approve the personnel changes as recommended by the superintendent of schools. Mr. Wyse noted that Mrs. Emison was a student teacher when he attended high school and extended congratulations to her and Mrs. Prinsen as they retire. 8 Ayes, 0 Nays, 1 Absent (Mr. Triou).

### **B. PUPIL PLACEMENT RECOMMENDATIONS • Committee on Special Education**

Mr. Havens presented the pupil placement recommendations of the Committee on Special Education for review and consideration by the Board of Education.

Mr. Wyse offered a **MOTION**, seconded by Mr. Johnson, to adopt a **RESOLUTION** for pupil placements by the Committee on Special Education, **TO WIT:**

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

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

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

### **C. CONSENSUS AGENDA**

- (1) Reports of the School District Treasurer (A/O 4/30/08)
- (2) Award Bids for Technology and Art Supplies and Equipment
- (3) Accept Gift to the School District • PTO Middle School • Purchase Smart Boards
- (4) Resolution for Non-Public Health Service Contract • 2007-2008 • Penfield CSD
- (5) Payment for Unused Vacation Days Per Employment Contract between the Board of Education and the superintendent of schools

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

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

- (1) Receive & file **reports of the school district treasurer** for the period ending April 30, 2008 (copies attached to these minutes in the minute book)
- (2) Award ***bids for technology and art supplies and equipment*** for 2008-2009 to the lowest responsible bidders, multiple bid award (copy filed in clerk's agenda file, this meeting)

- (3) Accept the **gift of \$4,800 from the Parent-Teacher Organization at the middle school** for use to purchase smart boards for that school
- (4) Adopt a **RESOLUTION** to approve a **contract for non-public health services** for the 2007-2008 school year with the Board of Education of the Penfield Central School District, **TO WIT:**

**RESOLUTION FOR HEALTH SERVICES CONTRACT  
WITH PENFIELD CENTRAL SCHOOL DISTRICT  
(Non-Public School Pupils, 2007-08)**

**RESOLVED**, that the Board of Education of Wayne Central School District hereby approves a contract with the Board of Education of Penfield Central School District for health service charges, pursuant to §912 of the State Education Law, for pupils at non-public schools in the 2007-2008 school year, and authorizes the President and Clerk of the Board of Education to execute said contract, pending approval of same by the superintendent of schools (copy of contract filed in clerk's files)

- (5) Adopt a **RESOLUTION** to approve **payment for unused vacation days** for the 2007-2008 school year as provided by §17 of the employment contract between the Board of Education and the superintendent of schools, **TO WIT:**

**RESOLUTION TO APPROVE PAYMENT  
OF UNUSED VACATION DAYS TO THE  
SUPERINTENDENT OF SCHOOLS  
(2007-2008)**

**RESOLVED**, that the Board of Education does hereby approve the payment for unused vacation days for the 2007-2008 school year for the superintendent of schools as provided by §17 of the employment contract between the Board of Education and the superintendent of schools

On the question, the consensus agenda was approved/adopted by a vote of 8 Ayes, 0 Nays, 1 Absent (Mr. Triou).

## **XI. POLICY COMMITTEE ITEMS**

### **FIRST READING**

#### **Policies Subject to Annual Review – Proposed Revisions**

<i>Policy 5511</i>	Audit Committee – Charter
<i>Policy 7112</i>	Attendance Regulations – Grades 6 to 8
<i>Policy 7113</i>	Attendance Regulations – Grades 9 to 12

### **SINGLE READING**

#### **Regulations Subject to Annual Review – Proposed Revisions**

<i>Regulation 3410</i>	Public Conduct on School Property
<i>Regulation 3420</i>	Sexual Harassment & Discrimination
<i>Regulation 5400</i>	Procedures for Purchase of Goods & Services
<i>Regulation 5402</i>	The Purchasing Process
<i>Regulation 5405</i>	Procedures for Central Stores & Inventory Control
<i>Regulation 8295</i>	Guidelines – Use of Privately Owned Computers by Staff Members
<i>Regulation 8296</i>	Guidelines – Use of Privately Owned Computers by Students

Mrs. Newman presented the policy and regulation items, noted above, for review and consideration by the Board of Education.

Mrs. Newman offered a **MOTION**, seconded by Mr. Wyse, to approve first reading of proposed revision of policy items, noted above, as presented by the policy committee. 8 Ayes, 0 Nays, 1 Absent (Mr. Triou), Carried,

Mrs. Newman offered a **MOTION**, seconded by Mr. Wyse, to single reading of proposed revision of regulations, noted above. 8 Ayes, 0 Nays, 1 Absent (Mr. Triou), Carried,

## **XII. ADDITIONAL PUBLIC COMMENT – None**

## **XIII. ADDITIONAL STUDENT COMMENT**

- a. Alison Mc Quade, 7592 Fisher Road, Ontario, asked what steps are taken to prevent unauthorized Internet access by students through privately owned computers. Mr. Havens reviewed procedures in place.
- b. Amber Heintzleman, 1625 Ridge Road, Ontario, asked what new athletic teams are planned in future years; Mr. Havens noted plans for a new modified level lacrosse team in 2008-09.
- c. Rebecca Osterhout, 5496 Walworth Road, Ontario, asked how the new athletic teams are funded; Mr. Havens provided details.
- d. Bill Benedict, 5933 Arbor Road, Ontario, asked why the school board decided to add the International Baccalaureate Program; Mr. Havens provided details.
- e. Eric Knapp, 2125 Bear Creek Drive, Ontario, asked what happens if student interest decreases in band or chorus; Mr. Havens reviewed the guidelines for minimum course enrollment at the high school.
- f. Alex Link, 120 Berg Road, Ontario, asked why school rules are not less rigid as students approach senior year and graduation; Mr. Havens commented on the balance between high school regulations and post-high school independence.
- g. Michael Terruli, a student at the high school, noted the scheduling issues which eliminate a lunch break for seniors who spend a portion of their day at the trade and technical center; Mr. Havens stated the matter is under review.
- h. Ryan Conley, 932 Lake Road, Ontario, asked what the International Baccalaureate program includes; Mr. Havens provided details.
- i. Travis Sadler, 322 Ridge Road, Ontario, asked why *Eagle* passes are no longer available; Mr. Havens suggested that he review the matter with the high school principal.
- j. Mark Soucy 3973 Walworth-Ontario Rd, Walworth, asked when the high school would get a senior study lounge; Mr. Havens outlined the process for students to present options to the high school principal.

## **XIV. ADDITIONAL PUBLIC COMMENTS**

- A. Susan Brown, 7518 Knickerbocker Road, Ontario, noted that the marquee sign in front of the high school posted a 7 p.m. starting time for this evening's meeting instead of 6 p.m. and expressed concern that postings reflect accurate information.

## **XV BOARD MEMBER COMMENTS**

- A. Mr. Johnson extended ***congratulations to Mrs. Lyke*** upon her election last week as first vice-president of the Four County School Boards Association; visitors and school officials offered a round of applause.
- B. Mrs. Lyke stated that he is also curious about the ***status of the Eagle pass*** at the high school.
- C. Mr. Wyse extended ***compliments to the middle school for the Memorial Day observance*** and noted he was pleased to assist with the sound system and as a guitar accompanist.

**XVI. ADJOURNMENT**

Mrs. Newman offered a **MOTION**, seconded by Mr. Johnson, to adjourn the meeting at 7:15 p.m. 8 Ayes, 0 Nays, 1 Absent (Mr. Triou), Carried,

Respectfully submitted,

**JAMES E. SWITZER**  
School District Clerk

**APPROVAL OF MINUTES** JTES

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

**June 19, 2008**

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School District Clerk