



*Newfane Central School District
Board of Education*

NEWFANE BOARD OF EDUCATION MEETING MINUTES

JANUARY 21, 2020

The January 21, 2020 meeting of the Newfane Board of Education was held in Room 129 at the Early Childhood Center. The meeting was called to order by Board President Schmitt at 7:03 pm.

CALL TO ORDER

A. Casinelli, L. Licht, M. Lingle, J. Schmitt, M. Stefanoski
A. Kennedy, E. Oudette
M. Baumann, B. Schuler, J. Bower, G. Noon, H. Staley, P. Young, M. Przybysz,
A. Chaffee

**TRUSTEES PRESENT
TRUSTEE EXCUSED
ADMINISTRATION
PRESENT**

The District Mission Statement was read by Trustee Licht.

**PLEDGE OF ALLEGIANCE
and
DISTRICT MISSION
STATEMENT**

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, that the proposed agenda for January 21, 2020 be approved.
Resolution Carried: 5 YES 0 NO

**ESTABLISH ORDERS OF
THE DAY**
Approved the agenda

There were no remarks at this time.

**Public remarks or
comments**

B. Seymour, Coordinator of Community Programs presented to the Board of Education a summary of community programs currently being offered in the district as well as changes made to align fees, times and information sharing. Good things are happening and she hopes to offer more programming in the future.

PRESENTATIONS

PRESIDENT REPORT:

REPORTS

President Schmitt will share an email that he received from NOSBA regarding a training opportunity, the structure of the Audit Committee was discussed it will consist of 3 district personnel, 3 board members and 3 community members. The Board of Education will reach out to the community members for more information. Mr. Schmitt would like to receive a summary of the recent Board Docs conference call from the District Clerk. Mr. Schmitt also asked for a Budget Folder to be placed on the website for board use.

SUPERINTENDENT REPORT:

Superintendent Baumann introduced Deputy Vosburgh, the district SRO and Niagara County Sheriff. Mr. Baumann handed out two documents to start the budget process, more information will be shared at the February 4 meeting. It is exam week at the High School, Principal Bedette did a great job organizing the midterm exams to be used for assessments.

COMMITTEE REPORTS:

Mr. Baumann reminded the board that there will be a District Planning Team meeting on February 3.

NEWFANE TEACHER’S ASSOCIATION REPRESENTATIVE:

N. Dopp represented the NTA, she did not have a report at this time.

The Routine Order of Business was voted on by consensus to be listed separately in the minutes.

Motion made by Trustee Licht and seconded by Trustee Lingle
RESOLVED, that the minutes of the December 17, 2019 meetings of the Board of Education be and are approved.

Resolution Carried: 5 YES 0 NO

ROUTINE ORDER OF BUSINESS

Minutes
Encl.2020.01.21.8A

Motion made by Trustee Licht and seconded by Trustee Lingle
RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education accept and file the School Lunch Profit and Loss Statement for the period ending November 2019 and December 2019.

Resolution Carried: 5 YES 0 NO

Accepted and filed the
School Lunch Profit and
Loss
Encl.2020.01.21.8B

Motion made by Trustee Licht and seconded by Trustee Lingle
RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education accept and file the Treasurer’s Monthly Report for the periods of October, November and December 2019.

Resolution Carried: 5 YES 0 NO

Accepted and filed the
Treasurer’s Monthly
Report
Encl.2020.01.21.8C

Motion made by Trustee Licht and seconded by Trustee Lingle
RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education accept and file the following Warrant Reports for November and December 2019.

Resolution Carried: 5 YES 0 NO

Accepted and filed the
Warrants
Encl.2020.01.21.8D

Motion made by Trustee Licht and seconded by Trustee Lingle
RESOLVED, that the Board of Education, upon reviewing the recommendation of the Committee on Special Education and the Committee on Preschool Special Education will arrange for the appropriate special education programs and services to be provided for meetings held as listed in Enclosure 2020.01.21.8E.

Resolution Carried: 5 YES 0 NO

Approved the
Classification and
placement of students
Encl.2020.01.21.8E

Motion made by Trustee Licht and seconded by Trustee Lingle
RESOLVED, upon the recommendation of the Superintendent of Schools,
that the Board of Education accept and file the Quarterly Student Activity
Funds Report for December 2019.

Accepted and filed the
Quarterly Student
Activity reports
Encl.2020.01.21.8F

<u>SCHOOL</u>	<u>PERIOD ENDING</u>	<u>ENDING BALANCE</u>
Newfane Elementary School	12/31/19	\$ 15,240.78
Newfane Middle School	12/31/19	\$ 11,611.99
Newfane High School	12/31/19	\$ <u>66,036.42</u>
		\$ 92,889.19

Resolution Carried: 5 YES 0 NO

The Personnel Order of Business was voted on by consensus to be listed
separately in the minutes.

**PERSONNEL ORDER OF
BUSINESS**

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools,
that the Board of Education accept the resignation of Nancy McCourt from
her Cafeteria Monitor position, effective January 1, 2020 at the close of
business.

Accepted the resignation
for the purpose of
retirement, N. McCourt
Encl.2020.01.21.9A

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools,
that Julie Tretter, residing in Newfane, New York, be and is appointed to a
full time position of Typist, effective January 22, 2020 with a remaining
probationary period through August 18, 2020, according to the terms and
condition of the CSEA collective bargaining agreement.

Appointed J. Tretter, as
full time Typist
Encl.2020.01.21.9B

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools,
that Ronald Watts, residing in Newfane, New York, be and is appointed to
the position of Groundsperson, effective January 22, 2020 with a 52-week
probationary period from January 22, 2020 to January 21, 2021 at a rate of
\$17.89 per hour, according to the terms and conditions of the CSEA
collective bargaining agreement.

Appointed R. Watts as
Groundsperson
Encl.2020.01.21.9C

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, that the appointment of Virginia Niver as approved at the August
20, 2019 Board of Education meeting, be amended to reflect the extension
of the end date as listed: *RESOLVED, upon the recommendation of the
Superintendent of Schools, that Virginia Niver, residing in Newfane, New
York, having permanent NYS certification in prekindergarten-grade 6, be and
is appointed to the Elementary School, second grade, as a long term
substitute teacher, step 2, masters, prorated, effective August 28, 2019
through January 24, 2020, be and is effective through **June 30, 2020.***

Extended the
appointment of V. Niver,
Long Term Substitute
Encl.2020.01.21.9D

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli
 RESOLVED, upon the recommendation of the Superintendent of Schools,
 that Colleen Schultz, residing in Lockport, New York, be and is appointed to
 the position of Typist – part time, effective January 23, 2020, with a 52week
 probationary period from January 23, 2020 through January 22, 2021, at a
 rate of \$16.29 per hour, according to the terms and conditions of the CSEA
 collective bargaining agreement.

Appointed C. Schultz as
 part time Typist
 Encl.2020.01.21.9E

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli
 RESOLVED, upon the recommendation of the Superintendent of Schools,
 that the following be and are approved as substitute employees in the
 district effective January 22, 2020.

Appointed substitute
 laborers
 Encl.2020.01.21.9F

William Dunkelberger
 Derek Srock

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli
 RESOLVED, upon the recommendation of the Superintendent of Schools,
 that the following individual, be and is approved as an unpaid assistant for
 the 2019-20 school year in the sport noted, with the understanding that
 unpaid assistants are to work under the direct supervision of the Head Coach
 and that at no time are they to supervise students unattended.

Appointed W. Carmer as
 an unpaid coaching
 assistant
 Encl.2020.01.21.9G

Wendy Carmer - Cheerleading

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli
 RESOLVED, upon the recommendation of the Superintendent of Schools,
 that Ryan Johnson be appointed for the 2019-2020 school year as a Mentor
 for the Newfane Circuit Stompers Robotics Team.

Appointed R. Johnson as
 an unpaid Mentor for
 Robotics
 Encl.2020.01.21.9H

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli
 RESOLVED, upon the recommendation of the Superintendent of Schools,
 that the individuals listed below be and are appointed as coaches for the
 2019-20 school year:

Appointed Spring
 Coaches
 Encl.2020.01.21.9I

<u>SPORT</u>	<u>Coach POSITION</u>	<u>NAME</u>	<u>%</u>	<u>STEP</u>
Baseball	Varsity – Head	Chad Gretz	10.5	11
Baseball	JV – Head	Ryan Keys	8.5	5
Softball	Varsity-Head	Maria Taylor	10.5	1
Softball	JV-Head	Victor Thibault	8.5	5
Track	Varsity – Head	Michael Heitzenrater	10.5	11
Track	Varsity – Assistant	Henri Kursten	8.5	11
Track	Varsity – Assistant	Sean McDonnell	8.5	3
Track	Varsity – Assistant	Jacqueline Parente	8.5	1
Track	Modified-Head	Colin Knight	5.5	1
Unified Basketball	Head	Justin Balcom	6.5	5
Tennis	Varsity-Head	Joshua Yaple	9.0	3
Lacrosse	Boys Varsity-Head	Kevin Lucinski	9.0	3
Lacrosse	Girls Varsity-Head	Kennedy Sears	9.0	4

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools,
that Lydia Chunco be and is approved to work as an Instructional Lifeguard
effective January 22, 2020.

Resolution Carried: 5 YES 0 NO

Approved L. Chunco as
an Instructional
Lifeguard
Encl.2020.01.21.9J

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools,
that the following students, be and are approved as an unpaid student,
participating in field work, at the Elementary School, in affiliation with the
Occupational Therapy Assistant Programs as noted, Spring 2020, with Kim
Schuler, Certified Occupational Therapist.

<u>Name</u>	<u>College</u>
Samantha Nelson	Villa Maria
Sara Haseley	ECC
Georgia Gray (pending fingerprint clearance)	Villa Maria

Resolution Carried: 5 YES 0 NO

Approved student field
work, Occupational
Therapy
Encl.2020.01.21.9K

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools,
that Kenneth Netto, be and is approved as an unpaid Counselor Intern,
participating in field work, at the Middle School, in affiliation with the School
Psychology Program through the Niagara University Spring Semester with Dr.
Elizabeth Botzer, School Psychologist.

Resolution Carried: 5 YES 0 NO

Approved a practicum
student
Encl.2020.01.21.9L

The New Order of Business was voted on by consensus to be listed
separately in the minutes.

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools,
that Sean McDonnell, Social Studies Teacher, attend the NYS Final Eyes
Review Committee, in Albany, New York, January 8-9, 2020, also are
approved the associated expense, as presented in enclosure 2020.01.21.10A.

Resolution Carried: 5 YES 0 NO

**NEW ORDER OF
BUSINESS**
Approved a conference
request, S. McDonnell
Encl.2020.01.21.10A

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools,
that the items listed in Enclosure 2020.01.21.10B and appended to this
resolution be and are declared excess property, and;
FURTHER RESOLVED, that the Superintendent of Schools, or his designee, be
and is authorized to dispose said items.

Resolution Carried: 5 YES 0 NO

Declared excess property
Encl.2020.01.21.10B

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools,
that the Newfane Central School District accept a donation of approximately
\$3,500.00 (three thousand and five hundred dollars) in supplies and
additional training from the First Tee of WNY, to provide golfing instruction
at the Elementary grade levels (grades 2-6).

Resolution Carried: 5 YES 0 NO

Accepted receipt of the
First Tee of WNY Grant
Encl.2020.01.21.10C

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, that approximately twenty-five (25) Newfane Circuit Stomper
student-team members be and are authorized to participate in the FIRST
Finger Lakes Regional competition and travel to Rochester, New York as the
following:

Advance Team, up to six (6) students under the direct supervision of board
appointed advisors and mentors (chaperones), travel on March 11, 2020
with overnight lodging; Full Team, approximately twenty (25) students under
the supervision of board appointed advisors and mentors (chaperones),
travel March 13, 2020 and March 14, 2020 with estimated bussing costs as
outlined as attached and that all personal expenses will be covered by
individual participants or chaperones, and;

FURTHER RESOLVED, sufficient board appointed advisors and mentors are in
attendance to provide a ten to one (10:1) supervision ratio and;

FURTHER RESOLVED, that two (2) weeks prior to the scheduled trip, that the
High School Principal will be provided a complete itinerary, student list,
chaperone list and related details and;

FURTHER RESOLVED, a field trip request form be completed and the
standard release forms be executed for each student and chaperone in
attendance and that same be delivered to the High School Principal prior to
the departure.

Resolution Carried: 5 YES 0 NO

Approved participation
in competition, Finger
Lakes Regional,
Circuit Stompers
Encl.2020.01.21.10D

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, that approximately twenty-five (25) Newfane Circuit Stomper
student-team members be and are authorized to participate in the FIRST
Central New York Regional competition and travel to Utica, New York as the
following:

Advance Team, up to six (6) students under the direct supervision of board
appointed advisors and mentors (chaperones), travel on March 18, 2020
with overnight lodging; Full Team, approximately twenty-five (25) students
under the supervision of board appointed advisors and mentors
(chaperones), travel from March 19, 2020 through March 21, 2020 with
estimated bussing costs as outlined as attached and that all personal
expenses will be covered by individual participants or chaperones, and;
FURTHER RESOLVED, sufficient board appointed advisors and mentors are in
attendance to provide a ten to one (10:1) supervision ratio and;
FURTHER RESOLVED, that two (2) weeks prior to the scheduled trip, that the
High School Principal will be provided a complete itinerary, student list,

Approved participation
in competition, Central
New York Regional,
Circuit Stompers
Encl.2020.01.21.10E

chaperone list and related details and;
FURTHER RESOLVED, a field trip request form be completed and the standard release forms be executed for each student and chaperone in attendance and that same be delivered to the High School Principal prior to the departure.

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli
RESOLVED, that approximately fifty (50) Newfane high school music students be and are authorized to travel to and perform in Philadelphia, Pennsylvania March 26 through March 28, 2020 according to the following conditions:
RESOLVED, that all personal expenses will be covered by individual participants or chaperones, and;
RESOLVED, that sufficient faculty, and chaperones are in attendance to provide a ten to one (10:1) supervision ratio and;
RESOLVED, that two (2) weeks prior to the scheduled trip, the High School Principal will be provided a complete itinerary, student list, chaperone list and related details and;
RESOLVED, that a field trip request form be completed and the standard release forms be executed for each student and chaperone in attendance and that same be delivered to the Principal prior to departure and;
RESOLVED, that the district will pay for substitute teachers.

Resolution Carried: 5 YES 0 NO

Approved a field trip
request, High School
Music
Encl.2020.01.21.10F

Motion made by Trustee Licht and seconded by Trustee Casinelli
WHEREAS, the Newfane Central School District participates in the New York State Teachers' Retirement System ("TRS"); and
WHEREAS, on January 21, 2020, the Board of Education of the Newfane Central School District by resolution established a Retirement Contribution Reserve Fund known as the Reserve for State and Local Retirement Fund Contributions pursuant to Section 6-r of the General Municipal Law; and
WHEREAS, the Board of Education has determined it is also appropriate to establish a sub-fund within said Retirement Contribution Reserve Fund pursuant to Section 6-r of the General Municipal Law.

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the Newfane Central School District, pursuant to Section 6-r of the General Municipal Law, as follows:

1. The Board hereby establishes a sub-fund within the Reserve for State and Local Retirement Fund Contributions to be known as the TRS District Retirement Contribution Reserve Sub-Fund;
2. The source of funds for this Reserve Sub-Fund shall be:
 - a. such amounts as may be provided therefore by budgetary appropriation or raised by tax therefore;
 - b. such revenues as are not required by law to be paid into any other fund or account;
 - c. such other funds as may be legally appropriated; and
 - d. notwithstanding any law to the contrary, such amounts as may be

Established a retirement
contribution reserve
account, TRS

transferred from a reserve fund established pursuant to Section 6-c, 6-d, 6-e, 6-f or 6-g of Article 2 of the General Municipal Law, comprised of moneys raised from the same tax base as the moneys in the retirement contribution reserve fund, or a reserve fund established pursuant to Education Law Section 3651, provided that any such transfer shall only be made by Board resolution adopted after a public hearing held on at least 15 days' prior notice published in at least one newspaper having general circulation in the District.

3. By resolution, the Board of Education may authorize expenditures from this Reserve Sub-Fund. Except as otherwise provided by law, moneys in this Reserve Sub-Fund may only be appropriated to finance retirement contributions to the New York State Teachers' Retirement System, and/or to offset all or a portion of the amount deducted from the moneys apportioned to the District from the State for the support of schools pursuant to Section 521 of the Education Law.

4. No member of the Board of Education or employee of the District shall:

a. authorize a withdrawal from this Reserve Sub-Fund for any purpose except as provided in Section 6-r of the General Municipal Law; or

b. expend any money withdrawn from this Reserve Sub-Fund for a purpose other than as provided in Section 6-r of the General Municipal Law.

5. The moneys contributed annually to the Reserve Sub-Fund shall not exceed 2% of the total compensation or salaries of all teachers (as that term is defined in Education Law §501[4]) employed by the District who are members of TRS paid during the immediately preceding fiscal year.

6. The balance of the Reserve Sub-Fund shall not exceed 10% of the total compensation or salaries of all teachers (as that term is defined in Education Law §501[4]) employed by the District who are members of TRS paid during the immediately preceding fiscal year.

7. The moneys in this Reserve Sub-Fund shall be deposited and secured in the manner provided by Section 10 of the General Municipal Law. The Board of Education or its authorized designee may invest the moneys in this Reserve Sub-Fund in the manner provided by Section 11 of the General Municipal Law. Any interest earned or capital gain realized on the money so deposited or invested shall accrue to and become part of this Reserve Sub-Fund.

8. The chief fiscal officer shall account for this Reserve Sub-Fund separate and apart from all other funds of the District. Such accounting shall show: the source, date and amount of each sum paid into the sub-fund; the interest earned by such sub-fund; capital gains or losses resulting from the sale of investments of this sub-fund; the order, purpose thereof, date and amount of each payment from this sub-fund; the assets of the sub-fund, indicating cash balance and a schedule of investments. The chief fiscal officer, within sixty (60) days of the end of each fiscal year, shall furnish a detailed report of the operation and condition of this sub-fund to the Board of Education.

9. This Resolution shall take effect immediately.

Resolution Carried: 5 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli RESOLVED, upon the recommendation of the Superintendent of Schools, that the district policies #5672 Information Security Breach and Notification, #5681 School Safety Plans and #6550 Leaves of Absence, annexed to this resolution and listed as enclosure 2020.01.21.10H, receive their first reading.

Resolution Carried: 5 YES 0 NO

First reading of policy revisions #5672, #5681, and #6550
Encl.2020.01.21.10H

Motion made by Trustee Licht and seconded by Trustee Casinelli RESOLVED, upon the recommendation of the Superintendent of Schools that Danielle Hawkins, Athletic Director, be and is approved to attend the NYS Athletic Administrators Association conference in Saratoga, New York, March 16 through March 20, 2020, and also approve the associated expenses as presented in enclosure 2020.01.21.10I.

Resolution Carried: 5 YES 0 NO

Approved a conference request, D. Hawkins
Encl.2020.01.21.10I

CONCLUDING ORDERS OF BUSINESS

There were no remarks or comments at this time.

Public remarks or comments

This time was used for trustees to share information without action.

Anything for the "good of the order"

February 4, 2020

- 2nd Public Hearing – Alternative Veteran’s Tax Exemption
- High School Update and Student Recognition
- Budget Presentation

Presentations for Next Meeting

Motion made by Trustee Casinelli and seconded by Trustee Licht MOVED, that the Board of Education enter into executive session to discuss specific personnel matters, legal matters and collective bargaining agreement negotiations, Cafeteria.

Resolution Carried: 5 YES 0 NO

Meeting recessed at: 8:06 pm reconvened at: 9:23 pm

Executive Session

Motion made by Trustee Licht and seconded by Trustee Lingle MOVED, that the Board of Education adjourn the meeting.

Resolution Carried: 5 YES 0 NO

Meeting adjourned at: 9:23 pm

ADJOURNMENT
Respectfully submitted,

Bernadette Seymour
District Clerk