



**Newfane Central School District
Board of Education**

NEWFANE BOARD OF EDUCATION MEETING MINUTES

MARCH 16, 2021

The March 16, 2021 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 7:08 pm.

CALL TO ORDER

A. Casinelli, A. Kennedy, M. Lingle, E. Oudette, J. Schmitt, M. Stefanoski, S. Tomasine
M. Whyte, H. Staley, K. Crombie, D. Bedette, P. Young, J. Huntington

TRUSTEES PRESENT

OTHERS PRESENT

The District Mission Statement was read by Trustee Lingle.

**PLEDGE OF ALLEGIANCE
and
DISTRICT MISSION
STATEMENT**

Motion made by Trustee Tomasine and seconded by Trustee Stefanoski
RESOLVED, that Margaux Lingle be appointed as clerk pro tem for this meeting.

**ESTABLISH ORDERS OF
THE DAY**
Appointed a clerk pro
tem

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Casinelli and seconded by Trustee Kennedy
RESOLVED, that the proposed agenda for March 16, 2021 be approved.

Approved the agenda

Resolution Carried: 7 YES 0 NO

There were no comments at this time.

PUBLIC COMMENTS

PRESIDENT REPORT:

REPORTS

President Schmitt opened discussion for the Scholarship Fund, the board discussed criteria, timing, rubric and other details.

SUPERINTENDENT REPORT:

Superintendent Baumann updated the board on:

- Stimulus Update – there are lots of unknowns including the impact on state aid.
- Chrome book issues – 250 new available to use while others being fixed, we are able to keep them.
- 2021-2022 School Year Calendar was discussed.

Budget Discussion: There were no comments at this time.

COMMITTEE REPORTS:

Trustee Lingle gave an Audit Committee Update.

Trustee Kennedy gave updates on Curriculum Committee, NOSBA, and PTSA.

NEWFANE TEACHER’S ASSOCIATION REPRESENTATIVE:

The NTA was represented by E. Conlon, nothing to 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 Lingle and seconded by Trustee Casinelli
RESOLVED, that the minutes of the February 16, 2021 and March 2, 2021 meetings of the Board of Education be and are approved.

Resolution Carried: 7 YES 0 NO

ROUTINE ORDER OF BUSINESS

Approved meeting Minutes
Encl. 2021.03.16.8A

Motion made by Trustee Lingle and seconded by Trustee Casinelli
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 2021.03.16.8B.

Resolution Carried: 7 YES 0 NO

Approved classification and placement of students
Encl. 2021.03.16.8B

Motion made by Trustee Lingle and seconded by Trustee Casinelli
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 January 2021.

Resolution Carried: 7 YES 0 NO

Approved the School lunch profit and loss statement
Encl. 2021.03.16.8C

Motion made by Trustee Lingle and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education accept and file the following Warrant Reports for the period ending January 2021.

Resolution Carried: 7 YES 0 NO

Accepted and filed the Warrants
Encl. 2021.03.16.8D

Motion made by Trustee Lingle and seconded by Trustee Casinelli
RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education accept and file the Treasurer’s Monthly Report for the period of January 2021.

Resolution Carried: 7 YES 0 NO

Accepted and filed the Treasurer’s Monthly Report
Encl. 2021.03.16.8E

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

Motion made by Trustee Lingle and seconded by Trustee Tomasine
RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education grant Carrie Guba, a teacher in the English tenure area, an unpaid leave of absence from March 23, 2021 through June 30, 2021.

Resolution Carried: 7 YES 0 NO

PERSONNEL ORDER OF BUSINESS

Approved an unpaid leave of absence, C. Guba

Motion made by Trustee Lingle and seconded by Trustee Tomasine RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education approve the appointment of the listed interscholastic athletic coaches to the identified position for the 2020-2021 school year, as revised from the approved appointments of November 17, 2020, pending that interscholastic athletics are permitted as it relates to COVID-19 social distancing orders. Compensation is in accordance with Appendix D of the NTA contract, at the rate indicated and will be prorated as appropriate if the school year or sport season is interrupted, shortened and/or terminated due to COVID-19 orders. Stipends will not be paid if the interscholastic sport season does not occur:

Appointed Spring Coaches, revised Encl. 2021.03.16.9B

Sport/position	Name	%/step
Softball		
Varsity	Victor Thibault	10.5/2
	Megan Forsyth	10.5/1
Jr. Varsity	TBD	8.5/
	Victor Thibault	8.5/1
Girls Lacrosse – Varsity	Megan Forsyth	9.0/1
	Kennedy Sears	9.0/5

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Tomasine RESOLVED, upon the recommendation of the Superintendent of Schools, that Skylar Munnikhuysen, be and is approved as a substitute, noncertified teacher, in the district effective February 16, 2021.

Appointed a district substitute teacher Encl. 2021.03.16.9C

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Tomasine RESOLVED, upon the recommendation of the Superintendent of Schools, that David Krull, be and is approved as an unpaid student, participating in Student Teaching at the Elementary School, in affiliation with Niagara University Education Department as noted, with Mrs. Stickney, Elementary Teacher as determined, effective March 15, 2021 through May 5, 2021.

Approved D. Krull, Student Teacher Encl. 2021.03.16.9D

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Tomasine RESOLVED, upon the recommendation of the Superintendent of Schools, that Brooke Horning, be and is approved as an unpaid student, participating in Student Teaching at the Elementary School, in affiliation with Niagara University Education Department as noted, with Mrs. Noon, Elementary Teacher as determined, effective March 15, 2021 through May 5, 2021.

Approved B. Horning, Student Teacher Encl. 2021.03.16.9E

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Tomasine RESOLVED, upon the recommendation of the Superintendent of Schools, that Erin Dunn, be and is approved as an unpaid student, participating in field work to complete 20 hours of observation, at the Elementary School, in affiliation with Niagara University Education Department as noted, with Mrs. Uhle Elementary Teacher, effective February 19, 2021.

Approved E. Dunn,
college student, to
observe and participate
Encl. 2021.03.16.9F

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Tomasine RESOLVED, upon the recommendation of the Superintendent of Schools, that the following individual, be and is approved as an unpaid assistant for the 2020-21 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.

Approved J. Parente,
unpaid coaching
assistant
Encl. 2021.03.16.9G

NAME SPORT

Joseph Parente JV Football

Resolution Carried: 7 YES 0 NO

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

Motion made by Trustee Lingle and seconded by Trustee Oudette RESOLVED, that the Board of Education approve the Superintendent of Schools, High School Principal, and Board of Education President, or his designee, and three (3) senior students to attend the 2021 Scholastic Achievement Recognition Dinner on a date to be determined, and also authorized is the payment of associated expenses with this event.

NEW ORDER OF BUSINESS
Approved attendees to
the Scholastic
Recognition Dinner
Encl. 2021.03.16.10A

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Oudette RESOLVED, upon the recommendation of the Superintendent of Schools, that the budget transfers be approved for June 30, 2021:

Approved budget
transfers
Encl. 2021.03.16.10B

From budget code:

A2110-480-70-0000 (Textbooks High School) \$20,000.00

To budget code:

A2110-480-40-0000 (Textbooks Elementary) \$20,000.00

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Oudette RESOLVED, that the Board of Education appoint up to nine (9) qualified individuals to serve as election inspectors during the Budget Vote and Election scheduled May 18, 2021, at a rate of \$18.00 per hour for a time as determined by the Superintendent and District Clerk, and; FURTHER RESOLVE, that as permitted by board policy number 5323, meals and refreshments will be provided to up to nine election inspector and the District Clerk, Permanent Chairperson at a cost not to exceed \$147.00.

Appointed election
inspectors

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Oudette
RESOLVED, upon recommendation of the Superintendent of Schools, that
the Board of Education adopt the following rules:

Rules for use of Voting Machines and the Submission of Questions or
Propositions to be Placed Thereon:

1. The form of ballot shall conform substantially in size and type to that prescribed by the Election Law of the State of New York for use on standard voting machines.
2. The voting machines shall be those owned by the County, but if the County’s voting machines are not available, voting machines may be obtained from some other source satisfactory to the Board of Education.
3. For each voting machine, two (2) qualified voters of the District shall be appointed by the Board of Education to act as Election Inspectors.
4. The Board of Education shall pay all expenses necessary or incidental to the use or rental, as the case may be, of voting machines, including but not limited to the operation and sealing thereof and the training of the Election Inspectors in the use thereof.
5. Immediately before any voting machine is used at meetings, elections or votes, annual, special or however otherwise denominated or designated, the Election Inspectors shall examine it and see that all counters are set at zero (000), and that the ballot labels are properly placed, and that the machine is, in all respects, in proper condition for use.
6. At the close of polling, the ballots from each voting machine will be placed into a sealed envelope or other receptacle. The sealed ballots, along with all election results verification shall remain secured for the period of thirty days following the meeting, election or vote at which same has been used and as much longer as may be necessary or advisable because of existing or threatened contest over the result of the meeting, election or vote, except as otherwise provided by the Education Law of the State of New York.
7. Any proposition to be voted upon, when presented other than by the Board of Education and except where required by law to be stated in the published notice of meeting, election or vote, must be set forth in such manner as to conform to the requirements of the Education Law of the State of New York, and must be presented in a petition bearing the signatures of twenty-five (25) qualified voters, or 2% of the number of qualified voters voting in the previous annual vote – whichever is greater, of the School District (except where the number of signatures is specified in said Education Law in which case the provisions of the Education Law shall apply) and filed with the Board of Education not less than thirty (30) days before the meeting, election or vote, unless otherwise prescribed by law.
8. Any question or proposition to be voted upon when required by law to be stated in the published notice of meeting, election or vote and prescribed other than by the Board of Education, must be presented by petition as set forth in rule 7 above and filed with the Board of Education not less than fifty-five (55) days before the meeting, election or vote unless otherwise prescribed by law.

9. Any question or proposition to be presented by the Board of Education must be set forth in a resolution adopted at a meeting of the Board not less than fourteen (14) days prior to the meeting, election or vote, except as to a question or proposition required by law to be stated in the published notice of the meeting, election or vote, in which event such resolution must be adopted at a meeting of the Board not less than fifty (50) days before the meeting, election or vote, except that the fifty (50) day time limitation shall not apply to a special meeting called under the provisions of Section 2007 subdivision 3, paragraph 1, of the Education Law of the State of New York.

10. In the event that any question or proposition to be voted upon is too lengthy to be placed upon the ballot, an abstract of such question or proposition shall be placed thereon in such form as may be prescribed by the Board of Education of the District, concisely stating the purpose and effect and setting forth and indicating generally and briefly the subject matter of the question or proposition. Wherever the question is excessively lengthy as above described, a sufficient number of copies thereof shall be available at the voting place in order that each voter may be furnished with a copy thereof before voting.

11. Where circumstances require that the form of ballot, type or ballot label be different from that prescribed by the Election Law of the State of New York, the form of ballot, type or ballot label shall conform to that required by such circumstances.

12. The Niagara County Board of Elections shall have no jurisdiction with regard to the use of voting machines in connection with any school district meeting, election or vote.

13. The Board of Education shall have sole discretion in determining when voting machines shall be used.

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Oudette
RESOLVED, upon recommendation of the Superintendent of Schools, the Board of Education adopt the following resolution with regard to the budget hearing and notice of the annual district meeting, budget vote and election:
WHEREAS, pursuant to Section 1716 of the Education Law, it is necessary to set the date of the District's budget hearing;
WHEREAS, pursuant to Sections 1716 and 2002 of the Education Law, it is necessary to provide for publication of the notice of the annual meeting and election of the District, as well as notice of the budget hearing of the District;
NOW, THEREFORE,
BE IT RESOLVED, by the Board of Education of the Newfane Central School District:

Adopted the Public
Budget Hearing and
Legal Notice...

1. THAT, the provisions of this resolution shall be effective regardless of anything to the contrary in the Board Policy Manual, or the previous minutes of this Board, or otherwise;

2. THAT, it is hereby determined, pursuant to Section 1716 of the Education Law, that the Annual Budget Hearing of this District, for presentation of the proposed 2021-22 school district budget, shall be

conducted on Tuesday, May 4, 2021 at 7:00 p.m. prevailing time which shall be presented remotely, and will be posted to the Public District Website immediately following.

3. THAT, pursuant to Section 2002 of the Education Law, the Annual Meeting and Election of the District shall be held on Tuesday, May 18, 2021 from 12 p.m. prevailing time until 8:00 p.m. prevailing time, in the Newfane Central School District Elementary School Building, 2909 Transit Road, Newfane, New York, for the purpose of voting on the appropriation of the necessary funds to meet the District's estimated expenditures for the fiscal year commencing July 1, 2021, and ending June 30, 2022, for the purpose of electing two (2) members of the Board of Education and for the transaction of such other business as may be authorized by law.

4. THAT, qualified voters may apply for absentee ballots at the office of the District Clerk, with a listing of persons to whom absentee ballots have been issued being available for inspection in the office of the District Clerk during each of the five days prior to the day of the election, except Sundays.

5. THAT, the District Clerk is hereby directed to publish a copy of the following notice in the Lockport Union-Sun & Journal, four times within the seven weeks next preceding such District meeting, the first publication in such newspaper to be at least 45 days before said annual meeting and election:

NOTICE OF PUBLIC HEARING
AND

ANNUAL DISTRICT MEETING,
BUDGET VOTE AND ELECTION OF THE
NEWFANE CENTRAL SCHOOL DISTRICT

NOTICE IS HEREBY GIVEN, that a public hearing of the presentation of the 2021-2022 budget, for the qualified voters of the Newfane Central School District, will be held on Tuesday, May 4, 2021 at 7:00 p.m. prevailing time, which shall be presented remotely, and will be posted to the Public District Website immediately following.

NOTICE IS HEREBY GIVEN, that the Annual District Meeting and Election of the qualified voters of the Newfane Central School District, Niagara County, New York, will be held on Tuesday, May 18, 2021 from 12:00 p.m. to 8:00 p.m. prevailing time in the Newfane Elementary School Building, located at 2909 Transit Road, Newfane, New York, for the purpose of voting on the annual budget for the 2021-2022 fiscal year and electing two (2) members of the Board of Education for three (3) year terms commencing on July 1, 2021. TAKE FURTHER NOTICE, that the District may require all persons offering to vote at the budget vote and election to provide one form of proof of residency pursuant to Education Law 2018-c. Such form may include a driver's license, a non-driver identification card, a utility bill, or a voter registration card. Upon offer of proof of residency, the District may also require all persons offering to vote to provide their signature, printed name, and address.

TAKE FURTHER NOTICE, that the voting on the budget will consist of voting on the following proposition, as well as other such matters as may be lawfully presented at the meeting:

PROPOSITION NUMBER 1

Shall the following resolution be adopted to wit:

RESOLVED, that the budget of the Newfane Central School District (the "District"), Niagara County, New York, for the fiscal year commencing July 1, 2021 and ending June 30, 2022 as presented by the Board of Education, is hereby approved and adopted and the required funds therefore, shall be hereby appropriated and the necessary real property taxes required shall be raised by a tax on the taxable property in said District to be levied and collected as required by law.

TAKE FURTHER NOTICE, that voting machines will be used to record the vote on the budget, on such proposition, and on the election of members of the Board of Education.

TAKE FURTHER NOTICE, that the Board of Education of this District has adopted Rules for the Use of Voting Machines and the Submission of Questions or Propositions to be Placed Thereon, and printed copies for general distribution are available in the office of the District Clerk located at the Newfane Early Childhood Center, 6048 Godfrey Road, Burt, New York.

TAKE FURTHER NOTICE, that the Board of Education of this District will have prepared and completed a detailed statement in writing of the amount of money which will be required

during the 2021-2022 fiscal year for school purposes, specifying the several purposes and the amount for each. The amount for each purpose estimated necessary for payments to Boards of Cooperative Educational Services shall be shown in full, with no deduction of estimated state aid. The amount of state aid provided and its percentage relationship to the total expenditures shall also be shown. Such statement shall be completed at least seven days before the budget hearing at which it is to be presented and copies thereof shall be prepared and made available, upon request, to residents within the District during the period of seven days before the budget hearing and/or fourteen days immediately preceding the annual meeting and election, and may be obtained by any resident in the District at each school house in the District in which school is maintained as well as the District Office during normal business hours on and after April 21, 2021, excluding Saturdays and Sundays.

TAKE FURTHER NOTICE, that all candidates for the office of member of the Board of Education shall be nominated by petition. Each petition shall be directed to the Clerk of the District, shall be signed by at least 32 qualified voters of the District, shall state the residence of each signer, and shall state the name and residence of the candidate. Each petition must be filed in the office of the Clerk of the District not later than 5:00 p.m. on the thirtieth day preceding the annual meeting and election, to wit, April 19, 2021.

TAKE FURTHER NOTICE that qualified voters may apply for absentee ballots at the office of the District Clerk on or after the date of April 26, 2021.

Completed applications must be received by the District Clerk at least seven (7) days before the election, if the ballot is to be mailed to the voter, or the day before the election, if the ballot is to be issued to the voter in person.

Absentee ballots must be received in the office the District Clerk not later than 5:00 p.m. prevailing time, on Tuesday, May 18, 2021. A listing of

persons to whom absentee ballots have been issued will be available for inspection in the office of the District Clerk during each of the five days prior to day of the election, except Sundays.

TAKE FURTHER NOTICE that military voters who are qualified voters of the District may apply for a military ballot by requesting an application from the District Clerk. For a military voter to be issued a military ballot, the District Clerk must have received a valid ballot application no later than 5:00 p.m. on April 19, 2021. In a request for a military ballot application or ballot, the military voter may indicate a preference for receiving the application or ballot by mail, facsimile or electronic mail.

TAKE FURTHER NOTICE that the District Clerk may be contacted in the district office by emailing bseymour@newfancentralschools.org or calling 716-778-6853 for information or appointments regarding candidate petitions or absentee ballots.

6. That the District Clerk is hereby directed to arrange for the use of two voting machines for said District meeting and election and for the printing of ballots to be used in said machines, which ballots shall be printed in the form required by the Rules of the Use of Voting Machines and the Submission of Questions or Propositions to be Placed Thereon previously adopted by the Board of Education, and each proposition to be submitted shall be so printed thereon in full with the words YES and NO so printed for each proposition.

Dated: March 16, 2021

BY ORDER OF THE BOARD OF EDUCATION

NEWFANE CENTRAL SCHOOL DISTRICT

Bernadette Seymour, District Clerk

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Oudette RESOLVED, upon the recommendation of the Superintendent of Schools, that the budget transfer as listed, be approved.

Approved a budget transfer, fitness room equipment
Encl. 2021.03.16.10F

From budget code:

A1240-200-10-0000 (CS Admin Equip.) \$10,000.00

To budget code:

A2855-200-80-000 (Athletics Equip.) \$10,000.00

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Oudette RESOLVED, upon the recommendation of the Superintendent of Schools, that the district policy listed below and annexed to this resolution, enclosure 2021.03.16.10G, receive their first reading March 2, 2021 and their second and final reading on March 16, 2021.

Approved new and revised policies
Encl. 2021.03.16.10G

3420 – Non-Discrimination and Anti-Harassment in the District

3421 – Title IX and Sex Discrimination

5676 – Privacy and Security for Student Data and Teacher and Principal Data

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Lingle and seconded by Trustee Oudette
RESOLVED, that the Board of Education meeting of April 27, 2021 be
cancelled.

Resolution Carried: 7 YES 0 NO

Cancel a meeting date

**CONCLUDING ORDERS
OF BUSINESS**

There were no comments at this time.

Public comments

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

Anything for the “good
of the order”

Motion made by Trustee Kennedy and seconded by Trustee Tomasine
MOVED, that the Board of Education enter into executive session to discuss
a specific legal matter and personnel items.

Resolution Carried: 7 YES 0 NO
recessed at: 8:45 pm reconvened at: 9:14 pm

Executive Session

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

Resolution Carried: 7 YES 0 NO
Meeting adjourned at: 9:15 pm

ADJOURNMENT

Respectfully submitted,

Margaux Lingle
Clerk Pro Tem

Bernadette Seymour
District Clerk