



*Newfane Central School District  
Board of Education*

**NEWFANE BOARD OF EDUCATION MEETING MINUTES**

**MARCH 19, 2019**

The March 19, 2019 meeting of the Newfane Board of Education was held in room 129 of the Early Childhood Center. The meeting was called to order by Board President Schmitt at 7:01 pm.

**CALL TO ORDER**

A. Casinelli, P. Kelahan, A. Kennedy, L. Licht, M. Lingle, E. Oudette, J. Schmitt  
D. Ames, G. Noon, B. Schuler, H. Staley, P. Young, T. Adams, D. Hawkins

**TRUSTEES PRESENT**

**ADMINISTRATION  
PRESENT  
OTHERS PRESENT**

The District Mission Statement was read by Trustee Kelahan.

**PLEDGE OF  
ALLEGIANCE and  
DISTRICT MISSION  
STATEMENT**

Motion made by Trustee Licht and seconded by Trustee Kennedy  
MOVED, that Bart Schuler be appointed clerk pro tem for this meeting.  
Resolution Carried:        7 YES            0 NO

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

Motion made by Trustee Licht and seconded by Trustee Lingle  
RESOLVED, that the proposed agenda for March 19, 2019 be approved as amended.  
Resolution Carried:        7 YES            0 NO

Approved the agenda

There were no remarks at this time.

**Public remarks or  
comments**

Students from various BOCES programs spoke and were recognized at this meeting. Congratulations.

**PRESENTATIONS  
BOCES program  
update/NVTHS  
Honorees**

Winter Coaches and Team Captains were recognized for leadership and success in their sports.

**Winter Sports Captains  
Recognition**

**PRESIDENT REPORT:**

President Schmitt reminded the board of the upcoming talent show and parent university as well as requested a June activity calendar for the Elementary and Middle Schools.

**REPORTS**

**SUPERINTENDENT REPORT:**

Superintendent Baumann presented the 2019-2020 calendar and a Budget Information Brochure.

**COMMITTEE REPORTS:**

Updates were given on the following committees:

High School Safety, BOCES, and Curriculum. The board trustees serving on the safety committee are A. Casinelli, L. Licht and E. Oudette.

**NEWFANE TEACHER’S ASSOCIATION REPRESENTATIVE:**

C. Gretz represented the NTA, no 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 Casinelli RESOLVED, that the minutes of the February 19, March 5, and March 12, 2019 meetings of the Board of Education be and are approved.

Resolution Carried: 7 YES 0 NO

**ROUTINE ORDER OF BUSINESS**

Approved the minutes  
Encl. 2019.03.19.8A

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 and file the Quarterly Student Activity Funds Report for December 2018.

Accepted and filed the quarterly student activity reports  
Encl. 2019.03.19.8B

<u>SCHOOL</u>	<u>PERIOD</u>	<u>ENDING BALANCE</u>
Newfane Elementary School	7/1/18-12/31/18	\$ 12,550.95
Newfane Middle School	7/1/18-12/31/18	\$ 8,371.69
Newfane High School	7/1/18-12/31/18	<u>\$ 52,369.85</u>
		\$ 73,292.49

Resolution Carried: 7 YES 0 NO

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 and file the Treasurer’s Monthly Report for the period of January 2019.

Accepted and filed the Treasurer’s Monthly Report  
Encl. 2019.03.19.8C

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Licht 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 2019.03.19.8D.

Approved the classification and placement of students  
Encl. 2019.03.19.8D

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Oudette RESOLVED, upon the recommendation of the Superintendent of Schools, that Kathleen Bower, residing in Olcott, New York, be and is appointed to the position of Food Service Helper, effective March 20, 2019 with a 26 week probationary period from March 20, 2019 to September 17, 2019 at a rate of \$11.10 per hour, according to the terms and conditions of the Cafeteria Personnel Association collective bargaining agreement.

**PERSONNEL ORDER OF BUSINESS**

Appointed K. Bower as a Food Service Helper  
Encl. 2019.03.19.9A

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Kennedy  
 RESOLVED, upon the recommendation of the Superintendent of Schools,  
 that Jessica Parlier, residing in Akron, New York, be and is appointed to the  
 position of Laborer, effective March 20, 2019 with a 52 week probationary  
 period from March 20, 2019 to March 19, 2020 at a rate of \$15.93 per hour,  
 according to the terms and conditions of the CSEA collective bargaining  
 agreement.

Resolution Carried:            6 YES                    1 NO - Schmitt

Appointed J. Parlier as a  
    laborer  
 Encl. 2019.03.19.9B

Motion made by Trustee Licht and seconded by Trustee Casinelli  
 RESOLVED, upon the recommendation of the Superintendent of Schools that  
 Derek Vallese be employed for consult to the treasurer duties at an hourly rate  
 of \$29.72; and that the Business Administrator provide to the Superintendent  
 of Schools a report of the activities of the consult employment, effective  
 March 13, 2019 through August 1, 2019.

Resolution Carried:            7 YES                    0 NO

Approved D. Vallese as a  
    consultant  
 Encl. 2019.03.19.9C

Motion made by Trustee Licht and seconded by Trustee Lingle  
 RESOLVED, upon the recommendation of the Superintendent of Schools,  
 that Kevin Klumpp, residing in Lockport, New York, be and is appointed to  
 the position of School District Treasurer, effective April 22, 2019 at an annual  
 salary of \$52,000, and according to the conditions of the attached  
 employment agreement; and further that the Superintendent of Schools be and  
 is authorized to execute said agreement effective April 22, 2019.

Resolution Carried:            7 YES                    0 NO

Appointed K. Klumpp as  
    District Treasurer  
 Encl. 2019.03.19.9D

Motion made by Trustee Licht and seconded by Trustee Oudette  
 RESOLVED, upon the recommendation of the Superintendent of Schools,  
 that Vanessa Collura, residing in Niagara Falls, New York, having NYS  
 Initial Certification in Visual Arts and Childhood Education grades 1-6, be  
 and is appointed as a 0.35 FTE Art Teacher, at step 1, Masters, prorated,  
 effective March 4, 2019 through June 30, 2019;  
 FURTHER RESOLVED, that Vanessa Collura be approved as a certified  
 substitute teacher and AIS Teacher Tutor for the 2018-2019 school year, time  
 to be determined by the building principal.

Resolution Carried:            7 YES                    0 NO

Appointed V. Collura as  
    a part time Art Teacher  
 Encl. 2019.03.19.9E

Motion made by Trustee Licht and seconded by Trustee Kelahan  
 RESOLVED, that the following resolution, previously adopted at the  
 February 19, 2019 meeting be amended as:  
 RESOLVED, upon the recommendation of the Superintendent of Schools,  
 that the following extracurricular clubs and organizations operate for the  
 2018-19 school year and that the following advisors be and are appointed  
 according to provisions of Appendix C, Co-Curricular Stipends or Appendix  
 E, Supervision of Activities not listed of the Newfane Teacher's Association  
 Collective Bargaining Agreement as noted:

<u>Activity</u>	<u>Advisor</u>	<u>Percent</u>	<u>Step</u>
HS Nat'l. Honor Society	Darlene Petschke	3.0 3.1 (prorated 1/28/2019)	6

Resolution Carried:            7 YES                    0 NO

**OLD ORDER OF  
 BUSINESS**

Amended a previously  
 adopted resolution, the  
    appointment of  
 D. Petschke as advisor,  
    percentage

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 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 2019 Scholastic Achievement Recognition Dinner on May 16, 2019 and also authorized is the payment of associated expenses with this event.

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli  
RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education approve Ann Kennedy and Emma Oudette to attend the PTA Partnership Dinner on March 20, 2019 and also authorized is the payment of associated expenses with this event.

Resolution Carried: 7 YES 0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli  
A RESOLUTION, DATED MARCH 19, 2019, OF THE BOARD OF EDUCATION OF THE NEWFANE CENTRAL SCHOOL DISTRICT, NIAGARA COUNTY, NEW YORK (THE "DISTRICT") DETERMINING THE DISTRICT'S PROPOSED SMART SCHOOLS BOND ACT CAPITAL IMPROVEMENTS PROJECT (INVOLVING THE ACQUISITION AND THE INSTALLATION OF CLASSROOM LEARNING TECHNOLOGY) TO BE A TYPE II ACTION UNDER SEQRA

WHEREAS, the voters of the State of New York (the "State"), on November 4, 2014, approved the Smart Schools Bond Act ("Smart Schools"), which authorizes the State to issue bonds to fund certain capital improvements projects involving technology and security upgrades; and

WHEREAS, the Newfane Central School District, Niagara County, New York (the "District")

has been awarded a Smart Schools allocation of \$1,670,935 by the State; and

WHEREAS, the Board of Education of the District (the "Board") proposes to undertake a capital improvements project (using up to \$905,000 of the District's Smart Schools allocation), such work being anticipated to include, but not necessarily be limited to, the acquisition and installation of

"Classroom Learning Technology" devices, to include new desktop and laptop computers, computer servers, and interactive whiteboards at a

maximum estimated cost of \$905,000 (collectively, the "Project"); and

WHEREAS, in accordance with New York State Education Department guidance and policy, the Board is the appropriate body to be the lead agency to undertake project review under the State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, Section 617.5 of SEQRA Regulations (6 NYCRR Part 617)

provides that certain activities are Type II actions which are not subject to review under SEQRA and that such activities include "routine activities of educational institutions," "maintenance or repair involving no substantial changes in an existing structure or facility;" "replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site...unless such

**NEW ORDER OF BUSINESS**

Approved attendees to the Scholastic Achievement Recognition Dinner

Approved attendees to the PTA Partnership Dinner  
Encl. 2019.03.19.11B

Approved the use of fund balance to purchase Smart Schools Investment Plan items with reimbursement to come from NYS  
Encl. 2019.03.19.11C

action meets or exceeds any [Type I] thresholds in section 617.4” and/or “emergency actions that are immediately necessary on a limited and temporary basis for the protection or preservation of life, health, property or natural resources, provided that such actions are directly related to the emergency and are performed to cause the least change or disturbance, practicable under the circumstances, to the environment”; and

WHEREAS, the proposed Project constitutes such routine activities of educational institutions; maintenance or repair activities; and/or in-kind, same-site replacement, rehabilitation or reconstruction activities not exceeding Type I thresholds; and

WHEREAS, the District intends to provide the initial funds for the Project from available monies in the General Fund (pending full reimbursement under the Smart Schools program);

NOW THEREFORE, BE IT RESOLVED that it is the final determination of the Board that the Project is a Type II action, which is not subject to review under SEQRA, and that the proposed action will not result in a significant adverse impact on the environment; and be it further

RESOLVED, that the Project be funded at the outset via advances that are hereby authorized to be made (in an amount up to \$905,000) from the District’s General Fund (pending full reimbursement under the Smart Schools program).

Resolution Carried:            7 YES            0 NO

Motion made by Trustee Licht and seconded by Trustee Casinelli  
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

Adopt the “rules for use of Voting Machines and the Submission of Questions or Proposition to be placed Thereon” for the May 21, 2019 Annual Budget and Election

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

Approved the adoption of  
the Public Budget  
Hearing and Legal  
Notice of Annual District  
Meeting, Budget Vote  
and Election

Motion made by Trustee Licht and seconded by Trustee Casinelli  
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:

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 2019-20 school district budget, shall be conducted on Tuesday, May 7, 2019 at 7:00 p.m. prevailing time in Room 129, Newfane Early Childhood Center, 6048 Godfrey Road, Burt, New York.
3. THAT, pursuant to Section 2002 of the Education Law, the Annual Meeting and Election of the District shall be held on Tuesday, May 21, 2019 from 8:00 AM prevailing time until 8:00 PM 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, 2019, and ending June 30, 2020, for the purpose of electing four (4) 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 for the qualified voters of the Newfane Central School District will be held on Tuesday, May 7, 2019 at 7:00 p.m. prevailing time in Room 129, Newfane Early Childhood Center, 6048 Godfrey Road, Burt, New York, for the presentation of the 2019-2020 budget.

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 21, 2019 from 8:00 a.m.

prevailing time 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 2019-2020 fiscal year and electing three (3) members of the Board of Education for three (3) year terms and one (1) member of the Board of Education for a one (1) year term commencing on July 1, 2019.

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, 2019 and ending June 30, 2020 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 2019-2020 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 3, 2019, 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 25 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 between the hours of 8:00 a.m. and 4:00 p.m. weekdays but not later than 5:00 p.m. on the thirtieth day preceding the annual meeting and election, to wit, April 22, 2019.

TAKE FURTHER NOTICE that qualified voters may apply for absentee ballots at the office of the District Clerk between 8:00 a.m. and 4:00 p.m. Monday through Friday, except holidays. 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 21, 2019. 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.

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 19, 2019

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 Licht and seconded by Trustee Casinelli  
RESOLVED, that the fees for use of facilities be waived for the Falcons Swim Team, for use of the pool, for the 2018-2019 school year.

Resolution Carried:           7 YES                   0 NO

Waived fees for the use  
of facilities

**CONCLUDING  
ORDERS OF  
BUSINESS**

Public remarks or  
comments

There were no remarks or comments at this time.

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

Anything for the “good  
of the order”

- Elementary student recognition
- Elementary School Update
- Capital outlay project Update

Presentations for Next  
Meeting

Motion made by Trustee Licht and seconded by Trustee Oudette  
MOVED, that the Board of Education enter into executive session for the  
purpose of discussing a specific personnel matter and a grievance.  
Resolution Carried:       7 YES           0 NO  
Meeting recessed at:     8:15 pm           Meeting reconvened at: 9:05 pm

Executive Session

Motion made by Trustee Licht and seconded by Trustee Kennedy  
MOVED, that the Board of Education adjourn the meeting.  
Resolution Carried:       7 YES           0 NO  
Meeting adjourned at:    9:20 pm

**ADJOURNMENT**

Respectfully submitted,

Bart Schuler  
Clerk Pro Tem

Bernadette Seymour  
District Clerk