

FOR DISCUSSION AND APPROVAL

Minutes of the Kenmore-Town of Tonawanda Union Free School District Board of Education Meeting, conducted on Tuesday, June 14, 2016. The meeting was held in the Auditorium at the Philip Sheridan Building, 3200 Elmwood Avenue, Buffalo, NY.

PUBLIC SESSION

1. Opening Ceremony

President O'Malley called the meeting to order at 5:58 pm Prevailing Time.

a. Roll Call

PRESENT: Board:

Bob Dana	Trustee
Andrew Gianni	Vice President
Jill O'Malley	President
Christopher Pashler	Trustee
Todd Potter	Trustee

Others:

Dawn Mirand	Superintendent
Stephen Bovino	Assistant Superintendent – Human Resources
Robin Zymroz	Assistant Superintendent – Instruction & Student Services
John Brucato	Assistant Superintendent - Finance
Gina Santa Maria	District Clerk

ABSENT: None

2. Proposed Executive Session – 6:00 – 6:30 pm

At the request of President O'Malley, a motion was made by Trustee Potter, seconded by Vice President Gianni, to enter into Executive Session at 5:59 pm, inviting the Assistant Superintendents for the purpose of discussing personnel matters.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

At the request of President O'Malley, a motion was made by Trustee Potter, seconded by Vice President Gianni, to end Executive Session at 6:20 pm and return to public session.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

3. Return to Public Session – 6:30 pm

President O’Malley called the meeting to order at 6:30 pm Prevailing Time.

a. Roll Call

PRESENT: Board:

Bob Dana	Trustee
Andrew Gianni	Vice President
Jill O’Malley	President
Christopher Pashler	Trustee
Todd Potter	Trustee

Others:	Dawn Mirand	Superintendent
	Stephen Bovino	Assistant Superintendent – Human Resources
	Robin Zymroz	Assistant Superintendent – Instruction & Student Services
	John Brucato	Assistant Superintendent – Finance
	Gina Santa Maria	District Clerk

ABSENT: None

b. Pledge of Allegiance

c. Star Spangled Banner Performed by AJ Neubert on the Bassoon, Kenmore East

PUBLIC HEARING

4. SAVE Committee Recommendations/Public Hearing – B. Chmura, R. Zymroz

Director Chmura presented to the public, and the Board of Education, the recommended revisions to the District’s SAVE Code of Conduct.

a. Public Comments – SAVE Only

Sean McDonough, 71 Leicester Rd., addressed language used in the Student Appearance section of the Code of Conduct. There will be follow up with Sean to discuss his concerns.

b. SAVE Code of Conduct – 1st Read [Action Item]

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Vice President Gianni, to approve the 1st Read of the revised SAVE Code of Conduct.

Board members asked several questions and requested follow up on Mr. McDonough’s comments before the 2nd Read is approved at the July 1, 2016 meeting.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

BOARD OF EDUCATION MEETING**5. Approval of Agenda**

At the request of President O'Malley, a motion was made by Trustee Potter, seconded by Vice President Gianni to approve the agenda.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

6. Approval of Minutes

At the request of President O'Malley, a motion was made by Trustee Potter, seconded by Trustee Pashler to approve the minutes of the May 10, 2016 Regular Meeting, the May 17, 2016 Annual Meeting and Budget Vote and the May 19, 2016 Special Meeting.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

7. Student Recognition**a. Sean McDonough – National Merit Scholarship Recipient**

Superintendent Mirand and President O'Malley presented a certificate to Sean McDonough, a senior at Kenmore West High School, in recognition of being awarded a National Merit Scholarship from Boston College.

b. Colin Lynch – Town of Tonawanda Youth of the Year

Superintendent Mirand and President O'Malley presented a certificate to Colin Lynch, a junior at Kenmore West High School, in recognition of being named Town of Tonawanda Youth of the Year.

8. Presentations**a. Edison Elementary School – “The Heart of Edison” – C. Koch, C. Bauer, Edison Students**

Principal Koch introduced Cecilia Bauer, Social Worker at Edison Elementary School, and eleven students who are Edison student ambassadors and members of the safety patrol. Students presented on the various community service projects and fundraising events they have participated in this past school year.

b. What We Think About When We Think About Assessment: Summary – H. Lyon, C. Huber

Directors Huber and Lyon presented the final installment of their series on assessments. The difference between formative and summative assessments was discussed, along with the different types of formative

and summative assessments. Members of the Board asked several questions at the conclusion of the presentation.

c. Curriculum Review Cycle – R. Zymroz

Assistant Superintendent Zymroz presented the new Curriculum Review Cycle that will be implemented beginning with the 2016-2017 school year. The purpose of the review cycle was discussed, along with the four stages of the cycle and the various teams that will be involved in the review. A draft of the timeline was also presented.

9. Public Comments

Principal Pat Kosis of Franklin Elementary, spoke about the impact of the reading framework that is being used in the elementary buildings.

Principal Lisa Cross of Holmes Elementary, spoke about the impact of the reading framework that is being used in the elementary buildings.

Principal Mike Muscarella of Lindbergh Elementary spoke about the impact of the reading framework that is being used in the elementary buildings.

Principal Dave King of Edison Elementary, spoke about the impact of the reading framework that is being used in the elementary buildings.

Diane Schaefer, Holmes Elementary School, spoke about people vs. things.

Marlene Winkler, 91 Princeton Blvd., spoke about the elementary reading program.

Ellie Malkiewicz, 187 Liston St., commented on the elementary reading program.

Phyllis Kwaizer, 503 Harrison, commented on the shortage of substitutes, and the elementary math and reading programs.

Jade Wilkins, 1764 Parker Blvd., commented on the shortage of substitutes and how it is affecting her child's class.

Jen Morrow, 147 Irving Terrace, spoke about the elementary reading program.

Karen Proy, 162 Cleveland Drive, commented on the new turf fields.

Lisa Mihelbergel, 171 Dekalb St., spoke about the elementary reading program and teacher aides.

10. Board of Education

a. Committee Reports

Trustee Dana reported on the Family Support Center and OACM Committees.

Trustee Pashler reported on the Audit Committee.

President O'Malley gave an update on the Staff Development Center.

b. Election Report

President O’Malley gave a brief report on the final election results from the May 17, 2016 Annual Budget Vote and Board of Education Election.

c. Comments

Trustee Pashler suggested that the Board recognize students at every meeting, and discussed the ways they could be chosen/nominated to be honored.

Trustee Potter spoke about judging the Roosevelt science fair.

Vice President Gianni commented on the substitute shortage that parents spoke about during the public comment section of the meeting. He asked several questions.

Trustee Dana gave a brief statement regarding his time on the Board and his service to the District.

Trustee Potter thanked the community for electing him and spoke about his work on the Board.

President O’Malley extended her personal gratitude to Trustees Potter and Dana for their years of service on the Board of Education and wished them well.

President O’Malley commented on the Flag Day ceremonies that she attended at a number of elementary buildings.

11. Superintendent’s Report – D. Mirand

a. Consolidation Update

Superintendent Mirand gave a consolidation update to the Board. Recommendations from the Elementary Scheduling Committee are posted on the District’s website. High school students’ schedules will be mailed home over the summer. Bus routes have been tested by drivers and bus times will be mailed home on 8/16/16. Eighth graders will be bussed from the high schools to participate in athletics after school at the middle schools. Closing celebrations at Roosevelt, Hamilton and Kenmore Middle School, student visits to their new buildings and Phase 2 of the Capital Project were also discussed.

b. Approval of the Revised 2016/2017 School Calendar [Action Item]

Superintendent Mirand briefly reviewed the revisions made to the 2016-2017 school calendar.

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Trustee Pashler, to approve the revised 2016/2017 School Calendar.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

c. Instruction & Student Services – R. Zymroz

Assistant Superintendent Zymroz highlighted the progress that students have made with American Reading this year, and reviewed a summary of a survey that was conducted with teachers who are using the American Reading framework in their instruction. Director Heather Lyon reviewed the handout and answered questions from Board members.

- **Scholarship Report**

Assistant Superintendent Zymroz informed the Board that graduating students from Kenmore East and Kenmore West High Schools earned a total of \$14,622,332 in college scholarships.

d. Financial Report – J. Brucato

- **Retirement Contribution Reserve Fund Resolution [Action Item]**

Assistant Superintendent Brucato briefly explained the ERS Reserve Fund Resolution.

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Trustee Dana to approve the Retirement Contribution Reserve Fund Resolution.

BE IT RESOLVED, that the Board of Education (“Board”) of the Kenmore-Town of Tonawanda Union Free School District (“District”) hereby establishes the “Retirement Contribution Reserve Fund” of the District, to be established and operated pursuant to General Municipal Law Section 6-r, for the purpose of funding employer retirement contributions to the New York State and Local Employees’ Retirement System (ERS).

Trustee Potter asked a clarifying question.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

- **Reserve Fund Transfer Intent Resolution [Action Item]**

Assistant Superintendent Brucato explained the purpose for this resolution.

At the recommendation of Superintendent Mirand, a motion was made by Trustee Dana, seconded by Trustee Potter to approve the Reserve Fund Transfer Intent Resolution.

Whereas, the Kenmore-Town of Tonawanda Union Free School District has previously established the following reserve funds pursuant to applicable provisions of the General Municipal Law and/or the Education Law of the State of New York:

- Workers’ Compensation Reserve Fund
- Unemployment Insurance Reserve Fund
- Tax Certiorari Reserve Fund
- Capital Reserve Fund
- Repair Reserve Fund

- Debt Reserve Fund
- Employee Benefit Accrued Liability Reserve Fund

and,

Whereas, the District’s Board of Education has determined that it is in the District’s best interests to transfer a portion of the District’s unappropriated fund balance to one or more of the above-referenced reserve funds,

Now, Therefore, Be It Resolved, that the Board hereby declares its intent to direct such transfer(s) upon receipt of confirmation from the District’s external auditors of the amount of the District’s unappropriated fund balance following the conclusion of the District’s 2015-16 fiscal year.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

• **2015/2016 Capital Outlay Bid Approval [Action Item]**

Assistant Superintendent Brucato gave an overview of the Capital Outlay Bid.

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Trustee Dana to approve the 2015/2016 Capital Outlay Bid.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

• **Technology Report**

This report was included in the Board’s packet for their review.

• **Transportation Report**

This report was included in the Board’s packet for their review.

• **Food Service Report**

This report was included in the Board’s packet for their review.

• **Buildings & Grounds Report**

This report was included in the Board’s packet for their review.

Assistant Superintendent Brucato noted that there is a transportation contract in the consent agenda for the Board’s approval. This is due to a name change for the contractor.

e. **Human Resources – S. Bovino**

- **Memorandum of Understanding Between the Kenmore Teachers Association and the District - Health Insurance Upon Separation [Action Item]**

Assistant Superintendent Bovino explained the reason and purpose of the MOU.

At the recommendation of Superintendent Mirand, a motion was made by Vice President Gianni, seconded by Trustee Dana to approve the MOU between KTA and the District.

The undersigned representatives of the Kenmore Teachers Association (“KTA”) and the Kenmore-Town of Tonawanda Union Free School District (“District”) hereby agree to the following memorandum of agreement.

12.4.1 – Health Insurance Upon Retirement

For the 2015-2016 school year only, any identified KTA member who is eligible for and accepts the 2014-2016 negotiated Separation Incentive can access 50 % of his Health Insurance Benefit Upon Retirement Fund to pay for health benefits until such fund is depleted. In case of death of the member the remaining balance may be used for the spouse/insurable member of the immediate household for continued health benefits.

The identified members who are entitled the incentive noted in the paragraph above are Scott McCormick and John Carlino.

A clarifying question was asked by a Board member.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

12. Consensus

- a. Request to withdraw a specific item(s) from consensus

The Board requested that items 12j7-12, the American Reading contracts, and item 12j13, the School Resource Officer contract with the Town of Tonawanda, be withdrawn for the purpose of discussion.

Superintendent Mirand requested that the retirement letter of Lilyen Mascellino be added to the personnel agenda, to be effective July 1, 2016.

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Vice President Gianni, to approve items 12b – 12i, 12j1-6, 12j14, and 12k – 12o, of the consensus agenda, including the retirement letter of Lilyen Mascellino effective July 1, 2016.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

Discussion ensued regarding the contracts with the American Reading Company for professional development. Board members asked several questions.

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Vice President Gianni, to approve items 12j7-12, the American Reading Contracts, of the consensus agenda.

Dana	Abstained
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 4-0-1

Board members asked several questions regarding the contract with the Town of Tonawanda for school resource officers.

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Vice President Gianni, to approve item 12j13, contract with the Town of Tonawanda for school resource officers, of the consensus agenda.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

- b. Personnel Actions
- c. Committee on Special Education Minutes
- d. Committee on Pre-School Special Education Minutes
- e. Surplus List – June 2016
- f. Treasurer’s Report – April 2016
- g. ICA Report – April 2016
- h. Policy(s)/Procedure(s) – **Second Read**
 - Policy 5630 – Facilities: Inspection, Operation & Maintenance
- Policy(s)/Procedure(s) – **First Read**
 - Policy 1211 – Students Serving as Ex-Officio Members of the School Board
- i. Gift(s)/Donation(s)
 - Lindbergh – Laval Clarinet Outfit
- j. Contract(s)
 - Buffalo Believes Grant Award and Program Participation Agreement
 - Biel’s – Software Support Agreement

- Optimal Therapy Associates Services
- Janet Metcalfe, LMSW – Amendment to Contract
- Transportation – Assignment of Contract Name Change – Buffalo Transportation
- Health Works of WNY
- American Reading – Lindbergh Elementary School Professional Development
- American Reading – Hoover Elementary School Professional Development
- American Reading – Franklin Elementary School Professional Development
- American Reading – Holmes Elementary School Professional Development
- American Reading – Edison Elementary School Professional Development
- American Reading – District Professional Development
- Town of Tonawanda – School Resource Officers
- Olmstead Center for Sight

k. Resolution(s)

- Tenure Recommendation – Melissa Carrato

l. Textbook(s) – **First Read**

- Pre-Calculus, *A Graphical Approach to Pre-Calculus with Limits*, Grades 11 & 12, Hornsby, Lial, Rockswold

m. Interscholastic Travel Request(s)

- Kenmore West Softball – Cocoa Beach, Florida, April 2017

n. Booster Club(s)

- Kenmore East Baseball
- Kenmore East Girls’ Basketball

o. Bid(s)

- Printing & Mailing of Community Education Booklets

13. Other Matters

Superintendent Mirand thanked Trustees Dana and Potter for their years of service, and for providing her with the opportunity to serve as superintendent.

Superintendent Mirand and Trustee Dana commented on the athletic field designs.

14. Proposed Executive Session

There was none.

15. Adjournment

At the request of President O’Malley, a motion was made by Trustee Potter, seconded by Vice President Gianni, to adjourn at 9:24 pm prevailing time.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

Respectfully submitted,

Gina Santa Maria

Gina Santa Maria

District Clerk

DRAFT