



Newfane Central School District Board of Education

MEETING CALL

You are hereby notified that the Newfane Central School District's Board of Education will conduct a voting meeting on Tuesday, March 21, 2017, in room 129 of the Early Childhood Center at 7:00 p.m., to accept proposed orders of business here appended.

PROPOSED ORDERS OF THE DAY

- | | |
|--------------------|------------------------|
| I. Convening Order | V. Personnel Order |
| II. Special Order | VI. Old Order |
| III. Reports | VII. New Order |
| IV. Routine Order | VIII. Concluding Order |

IMPORTANT DATES

March 6, 2017	BoE Candidate Petitions available	District Office
April 4, 2017	Budget Adoption at the BoE Workshop Meeting	Room 129, NECC
April 10-21, 2017	Spring Recess	
April 17, 2017	Candidate Petitions Due	5 pm, District Office
April 25, 2017	BoE Voting Meeting	Room 129, NECC

I. CONVENING ORDER OF BUSINESS

- A. Call to order President Schmitt
- B. Pledge of Allegiance
- C. Reading of the District’s Mission Statement Trustee Kilcullen

"To develop and support a partnership which provides a positive climate encouraging all people in the Newfane School and Community to grow toward their highest potential."

- D. A resolution to ***establish orders of the day.***

RESOLVE, that the proposed agenda for March 21, 2017 be approved.

- E. Public remarks or comments related to agenda items.

II. SPECIAL ORDER

- A. Eagle Scout Project – J. Gysbers
- B. Annual Capital Outlay Project, Elementary School, Pool Renovation

III. REPORTS

- A. Board of Education President
- B. Superintendent of Schools
 - 1. Elementary School Counselor Amber Pratt
 - 2. Budget Presentation
- C. Committees
- D. Newfane Teacher’s Association Representative

IV. ROUTINE ORDER OF BUSINESS

- A. A resolution to ***approve minutes.***

RESOLVE, that the February 21, 2017 regular meeting and March 7, 2017 workshop meeting minutes of the Board of Education be and are approved.
Enclosure 2017.03.21.4A

- B. A resolution to ***accept and file the Treasure’s Monthly Reports.***

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Board of Education accept and file the Treasurer’s Monthly Reports for the period of January 2017.
Enclosure 2017.03.21.4B

- C. A resolution to ***accept and file the School Lunch Profit and Loss Statement.***

RESOLVE, 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 month of January 2017.
Enclosure 2017.03.21.4C

- D. A resolution to ***approve classification and placement of students.***

RESOLVE, 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 2017.03.21.4D.

- E. A resolution to ***accept and file the Warrants Report.***

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Board of Education accept and file the following Warrant Reports for the period ending February 2017.
Enclosure 2017.03.21.4E

V. PERSONNEL ORDER OF BUSINESS

- A. A resolution to ***accept a resignation, for the purpose of retirement, of Science Teacher, T. Lanighan.***

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Board of Education accept, with regret, the resignation of Timothy Lanighan, from his Science Teacher position, effective June 29, 2017, at the close of business.
Enclosure 2017.03.21.5A

- B. A resolution to ***accept the resignation of Cafeteria Monitor, D. Steel.***

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Board of Education accept, the resignation of Diane Steel, from her Cafeteria Monitor position, effective March 10, 2017, at the close of business.
Enclosure 2017.03.21.5B

- C. A resolution to ***accept the resignation of Fitness Room Supervisor, M. Tomtishen.***

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Board of Education accept, the resignation of Mitchell Tomtishen, from his Fitness Supervisor position, effective February 27, 2017.
Enclosure 2017.03.21.5C

- D. A resolution to ***accept the resignation of Fitness Room Supervisor, C. Sears.***

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Board of Education accept, the resignation of Connor Sears, from his Fitness Supervisor position, effective March 31, 2017.
Enclosure 2017.03.21.5D

- E. A resolution to **approve a substitute laborer, L. Lakes.**

RESOLVE, upon the recommendation of the Superintendent of Schools, that Lawrence Lakes, residing in Newfane, New York, be and is approved to work as a substitute Laborer, effective March 22, 2017.
Enclosure 2017.03.21.5E

- F. A resolution to **approve unpaid assistants, M. Lingle and D. Coakley.**

RESOLVE, upon the recommendation of the Superintendent of Schools, that the following individuals, be and are approved as unpaid assistants for the 2016-17 school year in the sport as 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:

Name	Sport
Matthew Lingle	Boys JV Baseball
Daniel Coakley	Track

Enclosure 2017.03.21.5F

- G. A resolution to **approve a MOA with the Newfane Administrative Council.**

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Board of Education approve the Memorandum of Agreement between the Newfane Administrative Council and the District, and;
FURTHER RESOLVE, that the Superintendent of Schools is authorized to sign said Memorandum of Agreement.
Enclosure 2017.03.21.5G

- H. A resolution to **appoint XXX as Director of School Facilities and Operations.**

RESOLVE, upon the recommendation of the Superintendent of Schools, that XXX be and is appointed as Director of School Facilities and Operations, effective XXX, 2017, with a one-year probationary period from XXX, 2017 to XXX, 2018 at the annual salary of \$X0,000 prorated for the period of XXX to June 30, 2017; and at the annual salary of \$X0,000 for the period of July 1, 2017 to June 30, 20xx and subject to the terms and conditions of the attached contract.
Enclosure 2017.03.21.5H

VI. OLD ORDER OF BUSINESS

- A. A resolution to ***amend a resolution previously adopted, Musical Stipends.***

RESOLVE, that the following resolution that was originally approved on July 12, 2016 be amended as follows:
 RESOLVED, upon the recommendation of the Superintendent of Schools, that the following extracurricular clubs and organizations operate for the 2016-17 school year and that the following advisors be and are appointed according to provisions of Appendix C, Co-Curricular Stipends, of the Newfane Teacher’s Association Collective Bargaining Agreement.

...

Musical Director	Betsy Russell	9.0	5.0%	2
Musical first assistants	Christopher Hart	2.5	4.5%	4
	Philip Quinn	2.5%	(no change)	11
Musical second assistants	Angela Mauri	2.0	3.0%	3
	Victor Thibault	2.0	3.0%	9

...

Enclosure 2017.03.21.6A

VII. NEW ORDER OF BUSINESS

- A. A resolution to ***approve a budget transfer, coaches.***

RESOLVE, upon the recommendation of the Superintendent of Schools, that following budget transfer be approved:

From budget code		
A2855-153-80 (teacher coach)		\$17,018.00
To budget code		
A2855-164-80 (non-teacher coach)		\$17,018.00

Enclosure 2017.03.21.7A

- B. A resolution to ***approve a budget transfer, cafeteria furniture.***

RESOLVE, upon the recommendation of the Superintendent of Schools, that the following budget transfer be approved:

From budget code		
A1310-200-20 (business office equipment)		\$2,739.56
A1621-200-21 (maintenance equipment)		\$5,941.70
A2110-200-40 (elementary equipment)		\$1,949.59
A2110-200-60 (middle school equipment)		\$841.00
A2855-200-80 (athletic equipment)		\$2,630.75
To budget code		
A2110-200-70 (high school equipment)		\$14,102.60

Enclosure 2017.03.21.7B

- C. A resolution to **approve attendees to the Scholastic Achievement Recognition Dinner.**

RESOLVE, 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 2017 Scholastic Achievement Recognition Dinner on May 18, 2017 and also authorized is the payment of associated expenses with this event.

Enclosure 2017.03.21.7C

- D. A resolution to **approve attendees to the PTA Partnership Dinner.**

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Board of Education approve James Schmitt and James Little to attend the PTA Partnership Dinner on March 22, 2017 and also authorized is the payment of associated expenses with this event.

Enclosure 2017.03.21.7D

- E. A resolution to **declare a "no school day".**

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Board of Education does hereby officially declare May 26, 2017 as a "no school day" for students, teachers, staff and administrative personnel.

- F. A resolution to **adopt the 2017-18 District Calendar.**

RESOLVE, that the 2017-2018 School Calendar proposed listed as Enclosure 2017.03.21.7F , which provides for a two-week recess period March 26, 2018 through April 6, 2018, be and is adopted, and further that it be noted and understood that said calendar is not in alignment with the Orleans-Niagara BOCES calendar, but does meet the contractual requirements of the Newfane Teachers Association Collective Bargaining Agreement, and that special schedule considerations will be required for students that attend Orleans-Niagara BOCES.

- G. A resolution to **approve the CSEA Collective Bargaining Unit Agreement.**

RESOLVE, upon the recommendation of the Superintendent of Schools, that the Collective Bargaining Agreement with the Civil Service Employees Association, dated xxx, 2017, be approved to the extent required by law.

Enclosure 2017.03.21.7G

- H. A resolution to **approve participation in the Finger Lakes Regional Competition, Advance Team, Circuit Stompers Robotics.**

RESOLVE, that six Circuit Stompers Team 378 students, be approved to travel, under the direct supervision of board appointed advisors and mentors (chaperones), on March 16-17, 2017 with overnight lodging to participate in the Finger Lakes Regional Robotics Competition in Rochester, New York;

FURTHER RESOLVE, 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 RESOLVE, 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.
Enclosure 2017.03.21.7H

I. A resolution to ***declare excess property.***

RESOLVE, upon the recommendation of the Superintendent of Schools, that the items listed in Enclosure 2017.03.21.7I and appended to this resolution be and are declared excess property, and;
FURTHER RESOLVE, that the Superintendent of Schools, or his designee, be and is authorized to dispose said items.

J. A resolution to ***adopt policy changes.***

RESOLVE, upon the recommendation of the Superintendent of Schools, that the district policies annexed to this resolution, listed as Enclosure 2017.03.21.7J, receive both first and second/final readings:

Number	Title
2110	Orientating & Training New Board Members
3120	District Standards & Guidelines for Web Page Publishing
3140	Flag Display
3150	School Volunteers
3160	Charter Schools
3210	Visitors to the School
3220	Use of Service Animals
3271	Solicitation of Charitable Donations
3280	Use of School Facilities, Materials, & Equipment

K. A resolution to ***Adopt the "rules for use of Voting Machines and the Submission of Questions or Proposition to be placed Thereon" for the May 16, 2017 Annual Budget and Election.***

RESOLVE, 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.

- L. A resolution to ***approve adoption of the Public Budget Hearing and legal notice and Legal Notice of Annual District Meeting, Budget Vote and Election.***

RESOLVE, 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 2017-18 school district budget, shall be conducted on Tuesday, May 2, 2017 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 16, 2017 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, 2017, and ending June 30, 2018, 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 for the qualified voters of the Newfane Central School District will be held on Tuesday, May 2, 2017 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 2017-2018 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 16, 2017 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 2017-2018 fiscal year and electing two (2) members of the Board of Education for three (3) year terms commencing on July 1, 2017.

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, 2017 and ending June 30, 2018 as presented by the Board of Education, is hereby approved and adopted and the required funds therefor 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 2017-2018 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 25, 2017, 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 17, 2017.

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 16, 2017. 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 21, 2017
BY ORDER OF THE BOARD OF EDUCATION
NEWFANE CENTRAL SCHOOL DISTRICT
Bernadette Seymour, District Clerk

VIII. CONCLUDING ORDER OF BUSINESS

- A. Public remarks or comments
- B. Anything for the "good of the order"
- C. A motion to ***adjourn the meeting.***

MOVE, that the Board of Education adjourn the meeting.