

**WESTFIELD ACADEMY AND CENTRAL SCHOOL**

**Board of Education**

**Special BOE Meeting**

**PROPOSED AGENDA**

**Monday, June 14, 2021**

**7:00 p.m.**

- 1.0 Call to Order
- 2.0 Pledge to Allegiance
- 3.0 Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ that the Westfield Academy and Central School Board of Education approve \_\_\_\_\_ as pro tem for the recording of the minutes for June 14, 2021 Special Board of Education meeting.
- 4.0 Information and Discussion Items
  - 4.1 Communication to the Board
  - 4.2 Discussion Items
    - a. Board of Education Self-Evaluation
- 5.0 Public Comment
- 6.0 Action Items
  - 6.1 New Business
    - a.. Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that, upon the recommendation by the Superintendent to approve the proposed overnight field trips, fundraising activities and major calendar events for the 2021-22 school year.

**2021-2022 Overnight Trips**

Dates	Activity	Group
10/6-10/8	Gettysburg Trip/Washington D.C.	8 <sup>th</sup> Grade
TBD	We the People	We the People Class
4/9-4/18	Europe Trip (London, Paris, Barcelona)	HS Students
Late April/Early May	HS Band Trip – Cleveland	HS Band
6/8-6/10	Senior Class NYC Trip	Class of 2021

## 2021-2022 Fund Raising Activities

Dates	Event	Group
2021-2022 School Year	Pop (Soda) Vending Machines (3)	Modified Girls' Basketball
9/14-9/28	Coupon Book Sale	Senior Class (Class of 2022)
9/21-9/28	Mum Sale	Key Club
Homecoming Friday	Chiavetta's Chicken BBQ	HS Band
10/15-10/25	Creative Sales Home/Gift Catalog	10 <sup>th</sup> Grade (Class of 2024)
10/16-10/30	Pampered Chef	Europe Trip
10/18-10/23	Recyclable Can Drive	Builders' Club
11/1-11/12	Niagara Chocolate Holiday Fundraiser	11 <sup>th</sup> Grade (Class of 2023)
11/20/12/4	Thirty-One Bags	Europe Trip
11/20	Pancake Breakfast	Class of 2027 (Gettysburg Trip)
12/15-12/22	Candy Filled Stockings	Builders' Club
1/10-2/18	Nut/Soup Sale	Class of 2027 (Gettysburg Trip)
1/11-1/21	Niagara Chocolate Candy Bar	HS Band
1/24-2/4	Niagara Chocolate Easter Sale	9 <sup>th</sup> Grade
2/8-2/14	Carnation Sale	Builders' Club
2/14-2/28	Pie Sale	Environmental Club
3/1-3/25	FUN Pasta Sale	6 <sup>th</sup> Grade
3/3-3/14	Creative Sales Best of the Best	8 <sup>th</sup> Grade
4/26-5/5	Geranium Sale	Key Club

## 2021-2022 School Calendar Events

Dates	Activity	Group
8/23	Senior Portraits	Yearbook Productions
9/14-9/28	Coupon Book Sales	Class of 2022
9/16	Grades 6-12, Staff Photo/IDs & Senior Retakes	Yearbook Productions
9/25	Alzheimer Walk	HS Key Club
10/1-11/1	Candle Sales	Class of 2022
Fall 2021	Homecoming Week (Battle of the Classes, Spirit Week, Parade, Dance)	HS Student Government
10/6-10/8	MS Gettysburg & Washington DC Trip	Middle School
10/21	Grades 6-12 & Senior Retake Photo & Girls Modified Basketball	Yearbook Productions
11/5	Quarter 1 Internship Binders Due	School to Work
11/11	Rake and Run	HS Key Club
11/16	Club & Group Photos & Senior Group Photo	Yearbook Productions
11/20	Pancake Breakfast	Class of 2027
12/1-12/15	Socks for Seniors	HS Key Club
12/9 or 12/10	Winter Sports & Band/Chorus Group Photo	Yearbook Productions
1/10-2/18	Nut & Soup Sale	Class of 2027
1/21	Quarter 2 Internship Binders Due	School to Work
1/24-2/4	Niagara Chocolate Candy Sale	Freshmen Class
3/1-3/25	Fun Pasta Sales	6 <sup>th</sup> Grade
3/29	Spring Sports Photos	Yearbook Productions
4/1	Quarter 3 Internship Binders Due	School to Work
April 2022	Krispy Kreme Sale for Prom 2022	Prom
4/9-4/18	Europe Trip	HS
5/21	Prom	Prom
6/8-6/10	Sr. Class Trip	Class of 2022
6/16	8 <sup>th</sup> Grade Celebration	8 <sup>th</sup> Grade
6/19	Quarter 4 Internship Binders Due	School to Work
6/24	Honor Night	Class of 2022
6/25	Graduation	Class of 2022

- b. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ that upon the recommendation of the Superintendent of Schools, the Westfield Academy and Central School Board of Education, hereby approves the following Capital Improvements Reserve resolution:

**Capital Improvements Reserve**

**WHEREAS**, the District voters approved the establishment of a Capital Improvements Reserve Fund by proposition on May 17<sup>th</sup>, 2016; and

**WHEREAS**, the Capital Improvements Reserve Fund has a term of 10 years in an amount not to exceed \$2,000,000; and

**WHEREAS**, the Capital Improvement Reserve Fund has existed for less than 10 years and has had \$1,149,472.27 transferred in to date and

**WHEREAS**, the Board seeks to transfer money from the unappropriated fund balance to the Capital Improvements Reserve Fund; and

**NOW THEREFORE BE IT RESOLVED**, the Board hereby authorizes the District to transfer up to \$200,000.00 of unappropriated fund balance into the Capital Improvements Reserve Fund and to take all necessary actions to implement this resolution

- c. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ that upon the recommendation of the Superintendent of Schools, the Westfield Academy and Central School Board of Education, hereby approves the following Capital Improvements Reserve resolution:

**WHEREAS**, the District voters approved the establishment of a Capital Improvements Reserve Fund by proposition on May 17<sup>th</sup>, 2016; and

**WHEREAS**, the Westfield Academy and Central School District Board of Education approved the establishment of an Unemployment Insurance Reserve Fund by resolution on February 23<sup>rd</sup>, 2009; and

**WHEREAS**, the Capital Improvements Reserve Fund has a term of 10 years in an amount not to exceed \$2,000,000; and

**WHEREAS**, the Capital Improvement Reserve Fund has existed for less than 10 years and has had \$1,149,472.27 transferred in to date and

**WHEREAS**, the Unemployment Insurance Reserve Fund has a balance of \$199,293.35 to date; and

**WHEREAS**, the Board seeks to transfer money from the Unemployment Insurance Reserve Fund to the Capital Improvements Reserve Fund; and

**NOW THEREFORE BE IT RESOLVED**, the Board hereby authorizes the District to transfer up to \$174,000.00 of Unemployment Insurance Reserve fund balance into the Capital Improvements Reserve Fund and to take all necessary actions to implement this resolution

- d. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ that upon the recommendation of the Superintendent of Schools, the Westfield Academy and Central School Board of Education, hereby approves the following TRS Sub Fund resolution:

**TRS Sub-Fund**

**WHEREAS**, the Westfield Academy and Central School District Board of Education approved the establishment of a TRS Sub-Fund by resolution on June 10<sup>th</sup>, 2020; and

**WHEREAS**, the TRS Sub-Fund will finance retirement contributions to the New York State Teachers' Retirement System, and/or to offset all or a portion of the amount deducted from the moneys apportioned to the District from the State for the support of schools pursuant to Section 521 of the Education Law; and

**WHEREAS**, the TRS Sub-Fund has a balance of \$134,781.51 to date; and

**WHEREAS**, the Board seeks to transfer money from the unappropriated fund balance to the TRS Sub-Fund; and

**NOW THEREFORE BE IT RESOLVED**, the Board hereby authorizes the District to transfer up to \$128,418.14 of unappropriated fund balance into the TRS Sub-Fund and to take all necessary actions to implement this resolution

- e. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ that upon the recommendation of the Superintendent of Schools, the Westfield Academy and Central School Board of Education, hereby approves the following Retirement Contribution Reserve:

**Retirement Contribution Reserve**

**WHEREAS**, the Westfield Academy and Central School District Board of Education approved the establishment of a Retirement Contribution Reserve by resolution on August 24<sup>th</sup>, 2009; and

**WHEREAS**, the Retirement Contribution Reserve finances payables to the New York State and Local Employees' Retirement System pursuant to Section 17 of the Retirement and Social Security Law; and

**WHEREAS**, the Retirement Contribution Reserve has a balance of \$620,460.33 to date; and

**WHEREAS**, the Board seeks to transfer money from the unappropriated fund balance to the Retirement Contribution Reserve; and

**NOW THEREFORE BE IT RESOLVED**, the Board hereby authorizes the District to transfer up to \$174,539.67 of unappropriated fund balance into the Retirement Contribution Reserve and to take all necessary actions to implement this resolution

- f. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_ that upon the recommendation of the Superintendent of Schools, the Westfield Academy and Central School Board of Education, hereby approves the following Insurance Reserve Fund resolution:

**Insurance Reserve Fund**

**WHEREAS**, the Westfield Academy and Central School District Board of Education approved the establishment of an Insurance Reserve Fund by resolution on August 11<sup>th</sup>, 2008; and

**WHEREAS**, the Insurance Reserve Funds purpose is to finance certain uninsured losses, claims, actions, or judgments for which the local government is authorized or required to purchase or maintain insurance; and

**WHEREAS**, the Insurance Reserve Fund has a balance of \$253,870.86 to date; and

**WHEREAS**, the Board seeks to transfer money from the unappropriated fund balance to the Insurance Reserve Fund; and

**NOW THEREFORE BE IT RESOLVED**, the Board hereby authorizes the District to transfer up to \$200,000.00 of unappropriated fund balance into the Insurance Reserve Fund and to take all necessary actions to implement this resolution

g. Personnel Items

1. Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that, upon the recommendation of the Superintendent, the Westfield Academy and Central School District Board of Education hereby appoints Mallory Vallieres, who holds an Initial Certificate in Visual Arts, in the Art tenure area for a probationary period commencing on July 1, 2021 and ending on June 30, 2025. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012d of the Education Law of either effective or highly effective in a leastthree (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, you shall not be eligible for tenure at that time. Salary for the 2021-22 school year shall be at Step C, as set forth in the collective bargaining agreement with the Westfield Teachers' Association.

2. Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that, upon the recommendation of the Superintendent, the Westfield Academy and Central School District Board of Education hereby appoints Roger Chagnon, III, who holds a professional certificate in Music, in the Music tenure area for a probationary period commencing on July 1, 2021 and ending on June 30, 2024. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012d of the Education Law of either effective or highly effective in a least two(2) of the three (3) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, you shall not be eligible for tenure at that time. Salary for the 2021-22 school year shall be at Step F, as set forth in the collective bargaining agreement with the Westfield Teachers' Association.
  
3. Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that, upon the recommendation of the Superintendent, the Westfield Academy and Central School District Board of Education hereby appoints Keely Geise, who will hold an Initial Certificate in English Language Arts 7-12, pending NYS Education Dept. approval, in the English tenure area for a probationary period commencing on July 1, 2021 and ending on June 30, 2025. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012d of the Education Law of either effective or highly effective in a leastthree (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, you shall not be eligible for tenure at that

time. Salary for the 2021-22 school year shall be at Step A, as set forth in the collective bargaining agreement with the Westfield Teachers' Association.

4. Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_, upon the recommendation by the Superintendent, the Westfield Academy and Central School District Board of Education, hereby appoints the following individuals to the Supplemental Salary Schedule for the 2021-2022 school year, in accordance with the Instructional Negotiation Unit Agreement currently in effect:

Activity	2021-2022 Advisor
Stage Manager	Cindy Keefe & Kent Knappenberger
Musical Director - year of school musical	
All School Play	
Musical Accompanist –Year of school musical	
Yearbook Advisor	Kim Alonge
Student Voice Advisor – Elementary Newspaper substituted	Michael Putney
Ski Club Advisor	Jay Pikiwicz
Assistant Ski Club Advisor	
Head 6th Grade Advisor	Karen Belcher
Head 7th Grade Advisor	Amanda Reese
Head 8th Grade Advisor	Steve Holmberg & Melissa Putney
Head 9th Grade Advisor	Diane Scarpine
Head 10th Grade Advisor	Steve Holmberg
Head 11th Grade Advisor	Mary Jo Andalora
Head 12th Grade Advisor	Laura Wilson
Asst. 12th Grade Advisor	Scott Cooper
Asst. 12th Grade Advisor	Greg Birner



Junior-Senior Prom Advisor	Kim Alonge
Play Seamstress – year of the school musical	A. Gaye Mason
Play Carpenter	Wade Dellow
National Honor Society Advisor	Neil Huber
Vocal Music Director	Kent Knappenberger
Co-curricular Instrumental Stipend	
Activity	Advisor 2021-2022
Instrumental Director—year of school musical	
Academic Teams Advisor	Melissa Zastrow
We The People Advisor	Greg Birner
Spanish Club Advisor	Andrea Wierbinski
Westwinds Choral Director	Kent Knappenberger
Choreographer—year of school musical	
Student Council Advisor (Middle School)	Steve Holmberg & Lauren Buchholz
Student Council Advisor (High School)	Ashley Carlson & Sue Harris
Key Club Advisor	Diane Scarpine
Builders Club	Melissa Zastrow
Drama Club	Kent Knappenberger
District Newsletter Editor	Kim Alonge
District Newsletter Layout Editor	Kim Alonge
STAR Chairpersons (3)	Hannah Bena, Stephanie Holt, Danielle Stoughton
Community Service Program Coordinator (WAVE)	Laura Wilson
Community Education Coordinator	Talena Lucas

Environmental Club Advisor	Matt Eggleston
Science Olympiad	
STEM Advisor	Dan Martin
Cheer Club Advisor	Melissa Zakrajsek
Athletic Director/Director of PE	
Dean of Students	
Middle States Accreditation-Internal Coordinator	Neil Huber
Academic Awards Coordinator	Ashley Carlson
School-To-Work Coordinator	Kim Alonge
Memorial Garden Advisor	Wade Dellow
CSE/CPSE Chairperson	Amy Webb
<b>Volunteers:</b>	

- 7.0 Board Member Commentary
- 8.0 Recess into Executive Session, if needed.
- 9.0 Adjournment