

**BOARD OF EDUCATION
TONAWANDA CITY SCHOOL DISTRICT
100 HINDS STREET, TONAWANDA, NY 14150**

**AGENDA ~ Minutes
JANUARY 11, 2022**

REGULAR BOARD OF EDUCATION MEETING

*THS Library Media Center
TONAWANDA MIDDLE/HIGH SCHOOL
600 FLETCHER STREET*

6:30 PM

1.0 CALL TO ORDER:

President Heather Sternin called the meeting to order at 6:30 pm. The Pledge and Moment of Silence was observed.

Roll Call: President Heather Sternin, Vice President Danielle Opalinski, Trustee Daniel Calabrese, Trustee Elizabeth Koch, Trustee Alicia O'Donnell, Trustee Kristin Schmutzler, and Trustee Jeff Thorp was excused.

Administrators present included: Superintendent Dr. Timothy Oldenburg, Director of Pupil Personnel Services Amy Edgerton, Director of Technology Jessi Donner, Director of Educational Compliance Sarah Infante, and Director of Facilities and Operations Ron Wasik.

Approximately 20 visitors in attendance

2.0 MINUTES OF PREVIOUS MEETING

2.1 REGULAR BOARD MEETING OF DECEMBER 21, 2021

ENC.

RESOLVED: That the minutes of the Regular Meeting of **December 21, 2021** of the Board of Education be approved and that they are hereby adopted in their entirety.

2.0.1 CONSENT AGENDA: MINUTES OF BOARD MEETINGS

Moved by Trustee Elizabeth Koch and seconded by Trustee Alicia O'Donnell, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the above minutes, Item 2.1 as presented. 6 in Favor, motion carried.

3.0 NEW/OLD BUSINESS

ENC.

President Heather Sternin wanted to discuss the Budget and what the Board wants to do as far as the amount they are allotted and conferences that wanted to be attended.

President Heather Sternin said she personally feels that they should stay at the same amount for however many years. Have it used on first come, first serve basis to then see what is going to be used in the upcoming year. Can take a look at the end of the year, to see how this board has used the budget. Not a big history of Tonawanda Board members going to conferences and workshops that cost a lot of money. Is willing to listen to other ideas.

Trustee Kristin Schmutzler said that she spoke with Donna Hill and it was reported that there is no financial concern. That the conversation is more about the rules and process like how many are allowed to go.

President Heather Sternin said she took it both ways. If more people want to go to conventions, more money will have to be budgeted. In addition, if 3 people want to go that can add up. Would like to keep it as is, wait a year, and see how it seems to be used.

Dr. Oldenburg said the board doesn't have to determine an amount. The tenure, interests and the direction changes as the years go. Haven't allotted events that are expensive because there wasn't an interest in previous years. If the board wants to, it's nice to forecast these things. Does the board want to set parameters for these things. General ideas and would like to share or engage in those things, can start figuring out what's an appropriate budget for that. In the past, it hasn't come out of this budget. Trying to align funds in the correct area. What's the planned expenditure for these types of events.

Vice President Danielle Opalinski has said she went to Rochester once, has been on the board for a long time. Doesn't want to take money away from the kids, will attend the inexpensive things, or has paid for things herself. Has had a deficit in the overall budget for so many years. She believes the money should go to the kids. There are cheaper and free events that are nice to attend to.

Trustee Alicia O'Donnell said that there isn't clarity on what's been spent. Trying to see what's spent and how it's tracked.

President Heather Sternin said it hasn't been tracked because it's not an issue. It will be tracked through the financial office.

Dr. Oldenburg said it's tracked. Every expenditure is tracked. Hasn't had large conferences in the past. There are new interests on the board for attending these events, wants to support it, but the question is how many people are allowed to go. Will there be board members who will be interested to attend things, that could be a larger expenditure. If no one goes, fine, if there's two people or more, how many, is there even an interest? Is there a continued interest in not attending? What's the flavor from the group. Once the parameters are set by the board, then the business office can determine a dollar amount.

President Heather Sternin said going to Rochester is something more that should be looked at because it is close.

Trustee Elizabeth Koch said that she drove and paid out of pocket to an event in Rochester, she only asked for the board to pay for the registration. She paid for her own mileage, she didn't stay in a hotel.

Trustee Alicia O'Donnell asked if anyone is interested in going to the NYSSBA national conference. We can take it out of the equation since no one is interested.

Trustee Kristin Schmutzler said if it's Rochester, that's different.

It's been agreed that the delegate is allowed to go to events.

For the local ECASB ones, most are free but some can be \$10-\$15 dollars to go.

Will consider that the members of the board that want to go. Three often go, can plan for that if that's what's agreed upon. Can make adjustment for that.

Allowing 3 people to go to conferences.

Will allow delegate to go to things on a bigger level.

4.0 SPECIAL RECOGNITIONS

NONE

5.0 VERBAL COMMUNICATIONS ON AGENDA ITEMS/RESOLUTIONS

5.1 RESPONSE TO PREVIOUS QUESTIONS

5.2 PUBLIC COMMENT SESSION #1

The Tonawanda Board of Education, in an effort to conduct district business in a timely fashion, and as part of its long-standing goal to maintain an open line of communication with the public, welcomes comments on topics relevant to the meeting and public education.

- Persons wishing to speak and be recognized by the **Board President** are to be courteous, respectful, well-prepared, non-repetitive and brief.
- All questions or comments should be addressed only to the **Board President** or to the **Superintendent**. No discussion of individual personnel matters will be discussed by the Board.
- Please state your name and address clearly for inclusion in the meeting Minutes. In the event any person wishes a response outside of the confines of a regular Board meeting, please leave all necessary contact information with the Clerk at the end of the meeting.
- Persons may address the Board of Education during two (2) separate sessions of the meeting for a total of twenty (20) minutes per session.

- Individuals may speak a total of three (3) minutes per speaker per session. The Board will adhere to this three (3) minute guideline in an effort to allow everyone an opportunity to speak who wishes to do so.
- The Board reserves its right to limit or expand upon these time limits as the Board may deem necessary and prudent.

6.0 SUPERINTENDENTS' REPORTS/PRESENTATIONS

6.1 2022-2023 BUDGET UPDATE
Donna Hill, Director of Business & Finance

6.2 ANNOUNCEMENTS/COMMUNICATIONS

Dr. Oldenburg wanted to start with the admin team. Saw recent memo regarding some Test To Stay and changes. Governor made comments regarding contact tracing and how engaged people are going to be. More news coming tomorrow or later. Not sure which direction it will be going in. Seems like with TTS, it's a program, planned and ready to move forward with that. Other quarantine changes, down to 5 days with some other parameters, will work on what the regime is for that plan. Dealing on a case by case basis, every situation is different.

Amy Edgerton had nothing to report

Jessi Donner had nothing to report

Sarah Infante had nothing to report

Ron Wasik reported that we finally have winter, battling with salt and plows. Across the street has slowed down a bit because of the cold, continue to be on schedule and open communication with the crews, things are going well.

Dr. Oldenburg reported that this Thursday evening, our parking lot will be used to hand out test kits Amy said it's also the vaccine clinic by Erie County. It is the second clinic that we have hosted. They will provide boosters and doses. They will be having another one in 3 weeks. The information is on the Erie County website. The clinic will be from 4-7pm.

Trustee Alicia O'Donnell questioned about the 5 day quarantine if it's for everyone or just students or just staff.

Dr. Oldenburg said there are caveats but it is on a case by case basis, but in a general sense, everyone is 5 days.

Dr. Oldenburg presented Donna Hill's presentation regarding the budget.

Trustee Elizabeth Koch asked about the resurrection of SIMSI meetings, unsure of savings that could occur.

Dr. Oldenburg explained that SIMSI is a group to help create win wins with shared services between the district and the city. There is nothing on the agenda to meet with them on. He has asked the city to send items they'd like to meet on. There's a new mayor, hopefully it's something that is an opportunity.

CONSENT AGENDA ITEMS

7.0 MANAGEMENT SERVICES

NONE

7.1 FINANCIAL REPORTS:

ENC.

- 7.1.1 Treasurer's Report – November 2021
- 7.1.2 Payment of Bills as Certified by Auditor – November 2021
- 7.1.3 Revenues – November 2021 – \$3,972,630 (Year-to-date \$14,439,574)
- 7.1.4 Expenditures – November 2021 – \$1,086,696 (Year-to-date \$8,396,237)
- 7.1.5 Fund Balance Projection Report – November 2021
- 7.1.6 Delinquent Tax Report – November 2021
- 7.1.7 School Lunch Program – November 2021
- 7.1.8 Capital Fund – None
- 7.1.9 Trust and Agency – November 2021

- 7.1.10 Budget Transfers – November 2021 – \$0 (Year-to-date \$0)
 7.1.11 Central Treasurers Report – None
 7.1.12 Wire Transfers and ACH Payments – November 2021
 7.1.13 Claims Audit Report –November 2021

7.0.1 CONSENT AGENDA: FINANCIAL REPORTS/RESOLUTIONS

Moved by Trustee Daniel Calabrese and seconded by Trustee Elizabeth Koch, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the above Management Services Item 7.1 as presented. Motion carried.

8.0 INSTRUCTIONAL PERSONNEL

RESIGNATIONS/APPOINTMENTS/UNPAID LEAVES/TENURE/ETC.

ENC.

RESOLVED: That the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Board Actions, **pending official clearance by the New York State Commission of Education of fingerprint/background check WHERE APPLICABLE** and upon successful completion of probationary period, where applicable. For new teacher hires, it is hereby further resolved that such probationary expiration date shall depend upon their individual APPR ratings and in order to receive tenure they must receive overall APPR ratings of effective or highly effective in at least three of composite or overall APPR rating in their final year of probation, they shall not be eligible for tenure at that time.

Item No.	Name	New or Replacing	Position/Tenure Area/ Certification	BOE ACTION REQUESTED	Step Level/Degree/Effective Date(s) Italics/Highlighted - Correction
8.1	Sarah Klettke	N/A	ENL	30-Day Announcement of Tenure Appointment	Effective February 5, 2022 Upon successful completion of probationary period
8.2	Robin Hoepfinger	N/A	Science	30-Day Announcement of Tenure Appointment	Effective February 15, 2022 Upon successful completion of probationary period
8.3	Irene Thomasula	N/A	Teacher Assistant	Approve Tenure Appointment	Effective January 23, 2022 Upon successful completion of probation period
8.4	Catherine McDonald	N/A	Special Ed - MS	Approve Unpaid Child Rearing Leave	Effective January 28, 2022 through April 4, 2022
8.5	Breanna Zientara	N/A	Student Observer in Athletics	Approve Appointment	At No Stipend and without pay Effective January 12, 2022

COACHING APPOINTMENTS/ RESIGNATIONS –**ENC.**

RESOLVED: That the Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following resolutions and approves the Athletic Coach appointments , per the attached, **pending official clearance by the New York State Commissioner of Education of fingerprint/background check of all those applicable**

Item No.	Name	Sport	BOE ACTION REQUESTED	Step Level/Rate/Effective Date(s)
8.6	Brittany Banks	Varsity Cheerleading Coach – Winter	Approve Appointment	Effective November 15, 2021 Stipend Step 1 - \$3562
8.7	Emma Gast	Junior Varsity Cheerleading Coach - Winter	Approve Appointment	Effective November 15, 2021 Stipend Step 1 - \$2447

ADDITIONS TO THE INSTRUCTIONAL SUBSTITUTE LIST(S)**ENC.**

RESOLVED: That the Board of Education, upon the recommendation of the Superintendent of Schools, approves the **Additions to the Instructional Substitute Teacher List(s)**, as listed on the attachments(s), **pending official clearance by the New York State Commission of Education of fingerprint/background check.** The Board of Education also approves the **EMERGENCY CONDITIONAL APPOINTMENT** of all substitute additions as listed on the attachment(s) for a period not to exceed twenty (20) calendar days.

Item No.	Name	Certification Area	BOE Action Requested	Rate/Effective Date(s)
8.8	Christopher Gallivan	High School Diploma	Approve Addition to Elementary and Secondary List	\$85 Per Day Effective January 10, 2022
8.9	Christopher Gallivan	High School Diploma	Approve Addition to Teacher Assistant List	\$13.20 Per Hour Effective January 10, 2022
8.10	Matthew Bernhardt	Bachelor's	Approve Addition to Elementary and Secondary List	\$90 Per Day Effective January 12, 2022
8.11	Matthew Bernhardt	Bachelor's	Approve Addition to Teacher Assistant List	\$13.20 Per Hour Effective January 12, 2022

8.0.1. CONSENT AGENDA: INSTRUCTIONAL PERSONNEL ITEMS

Moved by Trustee Kristin Schmutzler and seconded by Trustee Elizabeth Koch, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the Instruction Personnel Action Items 8.1 through 8.11 as presented. Motion carried.

9.0 NON-INSTRUCTIONAL PERSONNEL

RESIGNATIONS/APPOINTMENTS/UNPAID LEAVES/ETC.

ENC.

RESOLVED: That the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Board Actions, **pending official clearance by the New York State Commission of Education of fingerprint/background check as applicable** and upon successful completion of probationary period where applicable.

Item No.	Name	Position	BOE Action Requested	Step Level/Rate/Effective Date(s) Italics/Highlighted = Correction
9.1	Kristin Schloss	Teacher Aide	Unpaid Medical Leave	Effective January 4, 2022
9.2	April Witkowski	Custodian	Accept Resignation	Effective December 7, 2021
9.3	Kori Kammerdeiner	Teacher Aide	Approve Six- Month Probationary Appointment	Effective January 24, 2022

ADDITIONS TO THE NON- INSTRUCTIONAL SUBSTITUTE LIST(S)

ENC.

RESOLVED: That the Board of Education, upon the recommendation of the Superintendent of Schools, approves the **Additions to the Non-Instructional Substitute List(s)**, as listed on the attachments(s), **pending official clearance by the New York State Commission of Education of fingerprint/background check**. The Board of Education also approves the **EMERGENCY CONDITIONAL APPOINTMENT** of all substitute additions as listed on the attachment(s) for a period not to exceed twenty (20) calendar days.

Item No.	Name	Position	BOE ACTION REQUESTED	Step Level/Rate/Effective Date(s) Italics/Highlighted = Correction
9.4	Christopher Gallivan	Teacher Aide	Approve Addition to Teacher Aide List	\$13.20 Per Hour Effective January 10, 2022
9.5	Matthew Bernhardt	Teacher Aide	Approve Addition to Teacher Aide List	\$13.20 Per Hour Effective January 12, 2022

9.0.1 CONSENT AGENDA: NON-INSTRUCTIONAL PERSONNEL

Moved by Trustee Alicia O'Donnell and seconded by Trustee Kristin Schmutzler, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the Non-Instructional Personnel Action Item 9.1 through 9.5 as presented. Motion carried.

10.0 CURRICULUM/INSTRUCTION

10.1 COMMITTEES ON SPECIAL EDUCATION (CSE)

ENC.

COMMITTEE TYPE	DESCRIPTION	MEETING DATES
<i>District Committee on Special Education</i>	Annual Review	11.22.21, 12.17.21, 12.20.21, 12.21.21, , 12.23.21, 01.05.22,
<i>District Committee on Special Education</i>	Re-evaluation/Annual Review	12.14.21, 01.03.22, 01.04.22, 01.05.22,
<i>District Committee on Special Education</i>	Amendment – Agreement No Meeting	12.10.21, 12.14.21, 12.21.21
<i>District Committee on Special Education</i>	Initial Eligibility	12.03.21, 12.23.21
<i>District Committee on Pre-School Special Education</i>	Amendment – Agreement No Meeting	01.03.22
<i>District Committee on Pre-School Special Education</i>	Initial Eligibility	12.23.21

10.0.1 CONSENT AGENDA: CSE

Moved by Trustee Daniel Calabrese and seconded by Trustee Alicia O'Donnell, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the above Item 10.1 as presented. Motion carried.

11.0 POLICY ITEMS

NONE

12.0 OTHER

12.1 APPROVE COURSE SELECTION GUIDE 2022-2023

ENC.

RESOLVED: That the Board of Education, upon the recommendation of the Superintendent of Schools, approves the Tonawanda High School Course Selection Guide for 2022-2023 as presented

12.2 IMPARTIAL HEARING OFFICER COMPENSATION RATES

ENC

RESOLVED that the Board of Education of the Tonawanda City School District, upon recommendation of the Superintendent of Schools, shall compensate Impartial Hearing Officers who have been certified by the Commissioner of Education of the State of New York to serve as Impartial Hearing Officers in accordance with Education Law Section 4404(1) and 8 NYCRR Section 200.1(x), at the following rates for services and expenses:

- [1] Certified Impartial Hearing Officers shall be compensated at the rate of one hundred dollars (\$100) per hour for time spent in pre-hearing, hearing, and post-hearing activities of researching and writing a decision. The District does not and will not pay for hearing dates which are adjourned or cancelled, regardless of the reason, when the adjournment or cancellation is on two or more business day's notice.

- [2] Certified Impartial Hearing Officers will be reimbursed for reasonable and customary office expenses of photocopying, postage and facsimiles incurred and for travel time to and from the hearing at the rate of forty dollars (\$40) per hour.
- [3] Automobile travel shall be reimbursed at the then-current per mile rate which is established from time-to-time for travel by District employees and representatives.
- [4] Airline or train travel shall be reimbursed at the actual reasonable costs incurred by the Impartial Hearing Officer.
- [5] The District will reimburse Impartial Hearing Officers for the cost of their lodging up to eighty dollars (\$80) per night with receipt submitted or fifty-five dollars (\$55) per night without receipt submitted for hearing dates that fall on consecutive days.

12.0.1 CONSENT AGENDA: OTHER

Moved by Trustee Elizabeth Koch and seconded by Vice President Danielle Opalinski, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the above Items 12.1 and 12.2 as presented. Motion carried.

Trustee Kristin Schmutzler asked if anything had changed to the course selection guide. It was a collective that nothing had changed.

13.0 ATTENDANCE REPORT – DECEMBER 2022

ENC.

14.0 BOARD INFORMATIONAL ITEMS

ENC.

- 14.1 Mullen Calendar – January 2022
- 14.2 Riverview Calendar – January 2022

15.0 PUBLIC COMMENT SESSION #2 FOLLOWING BOARD RESOLUTIONS

(Same guidelines as those found in Item 5.1. Three (3) minutes per speaker for a 20 Minute Session.)

Maureen Zarcone spoke as TEA president. She spoke of her accomplishments and how she has made Tonawanda and teaching a career. She is concerned it won't be the same for the younger teachers. She spoke of contract items that seem unjust.

Robin D'Amato business teacher spoke as a TEA member about contract items that seem unjust.

Tine Merritt spoke as TEA member about contract items that seem unjust. She also spoke of the impact staffing shortages have been having on not being able to provide students the programs they need and deserve because everyone is being stretched thin.

16.0 BOARD OF EDUCATION ROUND-UP

The Tonawanda Board of Education members would like to take an opportunity to share news regarding the school district since the prior Board of Education Meeting, (*e.g., Board of Education school visits or school events*)

Trustee Elizabeth Koch had nothing to report.

Trustee Kristine Schmutzler reported that she listened to the State of the State address last week from Governor Hochul and her message was positive for the school system. The first time in years, she seems committed to make schools fully funded. She discussed awareness of lack of teachers and had some ideas to hopefully fix that.

Trustee Daniel Calabrese reported that he attended the Safety Committee meeting last week. There were four areas that were talked about. Biggest one was installing new phone system that will be the same as new elementary school, will be done in February, and it was paid for through the capital outlay project. Phone numbers and room numbers will be coordinated and agree with each other. Have been talking about that for years, and it's a big undertaking. Other systems that will need to be changed once there is the renumbering. The windows will also be numbered. Also talked about classroom doors being covered, not acceptable per the state to have those covered, looking at taking care of that and a temporary cover so in case there's an emergency, there's something in place that can do that. Spoke about fire drills and lock down drills, have held most of them to date. Lock down, haven't been able to do them in a normal situation because of COVID, have had to modify. Lastly, discussed having another drill at the school in the upcoming future, will form a committee.

Trustee Alicia O'Donnell wanted to thank administration and staff. The Test To Stay program is a great opportunity, but knows what the board sees and the public sees is not the same as the admins see and the way they maintain all the changes. She reported she attended the Holiday concert and it was great to be back in the building. School is such a part of the community, was nice to see the community again.

Trustee Danielle Opalinski reported she attended the safety meeting virtually, Dan took great notes. Thanks to the budget presentation, it sounds very hopeful.

President Heather Sternin said this is the first time the budget doesn't sound like a threat, it sounds hopeful for the first time in like 6 years. Thank you for the hard work on the budget.

17.0 ADJOURNMENT

Moved by Trustee Alicia O'Donnell and seconded by Trustee Daniel Calabrese, that the Board of Education adjourns the meeting at 7:25 PM.

Respectfully submitted,

Jillian Reynolds
District Clerk