

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

**MINUTES
MAY 12, 2020**

REGULAR BOARD OF EDUCATION MEETING
Virtual meeting presented via Zoom

1.0 CALL TO ORDER:

President Heather Sternin called the meeting to order at 6:31 PM.

Roll Call: President Heather Sternin, Vice President Danielle Opalinski, Trustee Daniel Calabrese, Trustee Elizabeth Koch, Trustee Kristin Schmutzler, and Trustee Renee Gilbert. Trustee Diane Misner excused. Trustee Mr. Calabrese was excused but arrived to the meeting at approximately 6:37 PM.

2.0 MINUTES/TRANSCRIPTION OF PREVIOUS MEETING

2.1 MINUTES OF REGULAR BOARD MEETING OF APRIL 21, 2020

RESOLVED: That the minutes of the Regular Meeting of **April 21, 2020** of the Board of Education be approved and that they are hereby adopted in their entirety.

2.2 TRANSCRIPTION OF REGULAR BOARD MEETING OF APRIL 21, 2020

RESOLVED: That the transcription of the Regular Meeting of **April 21, 2020** of the Board of Education be approved and that they are hereby adopted in their entirety.

2.0.1 CONSENT AGENDA: MINUTES/TRANSCRIPTION OF APRIL 21, 2020 BOARD MEETING

Moved by Trustee Elizabeth Koch and seconded by Trustee Renee Gilbert that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the above Items 2.1 and 2.2 as presented. Approved 5-0 through roll call vote and carried.

3.0 NEW/OLD BUSINESS

Ms. Sternin asked to discuss Item 12.6 regarding reschedule of the budget vote meeting. The plan will be to hold the meeting the day after the budget vote taking place on June 9. Ms. Sternin asked what time on June 10th would work for everyone. Mrs. Koch, Mrs. Opalinski and Mrs. Gilbert all indicated they were free at any time. Ms. Sternin expressed concerns about setting a time that would work for both Mr. Calabrese and Mrs. Misner in case they were working that day. Her suggestion was to do it around 6:00 PM. The Board felt that was appropriate and Item 12.6 would be amended at the time of the motion.

Ms. Sternin announced that school board petitions were due yesterday. Four candidates submitted petitions to be placed on the ballot: Dennis R. Atkinson, J. Mario Pena, Kristin Schmutzler and Jeff Thorp.

4.0 SPECIAL RECOGNITIONS **NONE**

5.0 VERBAL COMMUNICATIONS ON AGENDA ITEMS/RESOLUTIONS **NONE**

6.0 SUPERINTENDENTS' REPORTS/PRESENTATIONS

6.1 2020-2021 BUDGET UPDATE

Director of Business & Finance, Donna Hill

Mrs. Hill presented the balanced budget for the board to consider adopting. The numbers shown have been presented in other presentations. The administrative team has worked hard to address programs while being responsible to the taxpayers. It is very likely there will be quarterly reductions from the State. If changes occur, the district will have to look at programming and staffing. They were originally hopeful for more state aid on the second run, but actually had almost \$21,000 in reductions. On the expense side, there were increases, but decreases in instruction and facilities. The proposed tax levy remains under the tax cap with a percentage increase of 3.64%. The hearing on May 26 will share the three-part budget for administrative, program and capital. The budget notice will be going to NYSED which shows the 2019-2020 budget, 2020-2021 proposed budget and 2020-2021 contingency budget. The district's budget hearing will take place on May 26, 2020 at 6:00 PM. The district website will be a live document, including all updates related to the budget process. She is asking the public to check the website for information. Dr. Oldenburg shared information that was covered before Mr. Calabrese joined. He indicated that Erie County sales tax is subject to change due to pandemic and they also anticipate reductions in state aid due to the current situation. Last year's tax levy included a -1.97% reduction that was required to remain under the tax levy. With various exemptions, the 3.64% increase still remains under the tax cap. There are a lot of unknown regarding state aid, but the district is preparing a plan to address any potential reductions. Funding for the district is based 60% on state aid. There will be another stimulus plan up for a vote in the federal government, which may include funding for local school districts. The budget vote process has been completely overhauled due to the Governor's executive order. This has resulted in significant unplanned expense that the district is hoping to get remuneration when this is over..

6.2 ANNOUNCEMENTS/COMMUNICATIONS

Dr. Oldenburg introduced Ron Wasik, the new Director of Facilities and Operations who is taking over for Jeff Hatten.

Dr. Oldenburg announced that he and other area superintendents are working on determining the end of the instructional calendar and the end of the school year for instructional staff. They are expecting more information by the end of this week or next week. They have been monitoring the Governor's information to ensure it doesn't affect state aid to districts. Principals and other staff have begun working on plans for teachers to clean out classrooms and students to retrieve supplies in a safe way. Principals are working on other student recognitions and celebrations. The district is continuing to deliver instruction, child care and food service. Districts are working with guidance from NYS on how schools will reopen. Education is in Phase 4 of the State's plan, which could possibly take place as early as mid-July. They are working with a lot of agencies and resources on what that will look like when school resumes for students. and how to best prepare for a re-entry plan for students and staff.

Dr. Oldenburg provided two pictures that will show an illustration of what the new Fletcher school would look like after completion of TONA2020. He also shared an animated flyover of the new building which will be put on the district website.

CONSENT AGENDA ITEMS

7.0 MANAGEMENT SERVICES

NONE

8.0 INSTRUCTIONAL PERSONNEL

RESIGNATIONS/APPOINTMENTS/UNPAID LEAVES/TENURE/ETC.

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	Catherine Vitello	N/A	Elementary Teacher (Mullen)	Accept Resignation for Retirement	Effective July 1, 2020

COACHING APPOINTMENTS/ RESIGNATIONS –

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)
8.2	Renee Smith	Girls' Varsity Volleyball Coach	Accept Resignation	Effective May 13, 2020

8.0.1. CONSENT AGENDA: INSTRUCTIONAL PERSONNEL ITEMS

Moved by Trustee Elizabeth Koch and seconded by Trustee Renee Gilbert that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the Instruction Personnel Action Items 8.1 and 8.2 as presented. Approved 6-0 through roll call vote and carried.

9.0 NON-INSTRUCTIONAL PERSONNEL

9.1 CREATION OF 1.0 FTE COMPUTER SUPPORT TECH POSITION

RESOLVED: That the Board of Education, upon the recommendation of the Superintendent of Schools hereby creates **ONE (1) 1.0 FTE Computer Support Tech** position as of May 13, 2020.

RESIGNATIONS/APPOINTMENTS/UNPAID LEAVES/ETC.

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
9.2	Catherine Mellenthine	Custodian (MS/HS)	Approve Permanent Appointment	Effective June 2, 2020

Item No.	Name	Position	BOE Action Requested	Step Level/Rate/Effective Date(s) Italics/Highlighted = Correction
9.3	Apryl Witkowski	Custodian (Fletcher)	Approve Permanent Appointment	Effective June 2, 2020
9.4	Karen Burkley	Clerk Typist (Board Office)	Approve Permanent Appointment	Effective June 11, 2020
9.5	Bradley Neupert	Custodian (Floater)	Approve Six-Month Probationary Appointment	\$29,052.66 per year Effective May 26, 2020
9.6	Wende Janas	Budget Vote Head Inspector	Approve Temporary Appointment	June 9, 2020 \$13.80 per hour
9.7	Kristine Balling	Budget Vote Inspector	Approve Temporary Appointment	June 9, 2020 \$11.80 per hour
9.8	Brooke Benn	Budget Vote Inspector	Approve Temporary Appointment	June 9, 2020 \$11.80 per hour
9.9	Denise Horn	Budget Vote Inspector	Approve Temporary Appointment	June 9, 2020 \$11.80 per hour
9.10	Jennifer Mysliwy	Budget Vote Inspector	Approve Temporary Appointment	June 9, 2020 \$11.80 per hour
9.11	Christy West	Budget Vote Inspector	Approve Temporary Appointment	June 9, 2020 \$11.80 per hour

9.0.1 CONSENT AGENDA: NON-INSTRUCTIONAL PERSONNEL

Moved by Trustee Elizabeth Koch and seconded by Trustee Renee Gilbert that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the Non-Instructional Personnel Action Items 9.1 through 9.11 as presented. Approved 6-0 through roll call vote and carried.

10.0 CURRICULUM/INSTRUCTION

10.1 COMMITTEES ON SPECIAL EDUCATION (CSE)

COMMITTEE TYPE	DESCRIPTION	MEETING DATES
<i>District Committee on Special Education</i>	Annual Review	4/21/20, 4/23/20, 4/24/20, 4/28/20, 4/29/20, 4/30/20, 5/1/20, 5/4/20, 5/5/20, 5/6/20, 5/7/20, 5/8/20, 5/11/20
<i>District Committee on Special Education</i>	Reevaluation/Annual Review	4/27/20, 4/28/20, 4/29/20, 4/30/20, 5/1/20, 5/5/20, 5/8/20
<i>District Sub-Committee on Special Education</i>	Annual Review	4/30/20
<i>District Committee on Pre-School Special Education</i>	Initial Eligibility Determination Meeting	4/23/20
<i>District Committee on Pre-School Special Education</i>	Reevaluation/Annual Review	4/20/20, 4/23/20

10.0.1 CONSENT AGENDA: CSE

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 Item 10.1 as presented. Approved 6-0 through roll call vote and carried.

11.0 POLICY ITEMS:

- 11.1 PUBLIC COMPLAINTS
Policy 3230 – Community Relations – **First Reading**
- 11.2 ADMINISTRATION OF THE BUDGET
Policy 5140 – Non-Instructional/Business Operations – **First Reading**
- 11.3 MEAL CHARGING AND PROHIBITION AGAINST MEAL SHAMING
Policy 5660 – Non-Instructional/Business Operations – **First Reading**
- 11.4 PRIVACY AND SECURITY FOR STUDENT, TEACHER AND PRINCIPAL DATA
Policy 5676 – Non-Instructional/Business Operations – **First Reading**
- 11.5 SEXUAL HARASSMENT IN THE WORKPLACE
Policy 6121 – Personnel – **First Reading**
- 11.6 STUDENT DATA BREACHES
Policy 7243 – Students – **No changes to policy – recommend repeal of this policy as this subject is covered under new policy 5676**
- 11.7 CHILD ABUSE AND MISTREATMENT
Policy 7530 – Students – **First Reading**
- 11.8 INSTRUCTIONAL PROGRAMS: DRIVER EDUCATION, GIFTED AND TALENTED EDUCATION, PHYSICAL EDUCATION
Policy 8240 – Instruction – **First Reading**

11.0.1 CONSENT AGENDA: POLICY

Moved by Trustee Renee Gilbert and seconded by Trustee Elizabeth Koch that the Board of Education, upon the recommendation of the Superintendent of Schools waives a second reading, and approves and adopts Policy Items 11.1 through 11.8 as presented. Approved 6-0 through roll call vote and carried.

12.0 OTHER**12.1 ADOPTION OF THE 2020-2021 SCHOOL DISTRICT BUDGET**

RESOLVED: That the Board of Education upon the recommendation of the Superintendent of Schools adopts the 2020-2021 school district budget in the amount of \$36,667,446 as presented.

12.0.1 CONSENT AGENDA: DISTRICT BUDGET

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 Item 12.1 as presented. Approved 6-0 through roll call vote and carried.

12.2 ADOPTION OF THE 2020-2021 PROPERTY TAX REPORT CARD

RESOLVED: That the Board of Education upon the recommendation of the Superintendent of Schools adopts the 2020-2021 school property tax report card which includes an estimated tax levy of \$12,356,116 as presented.

12.0.2 CONSENT AGENDA: PROPERTY TAX REPORT CARD

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 Item 12.2 as presented. Approved 6-0 through roll call vote and carried.

12.3 AUTHORIZATION FOR HERBICIDE AND PESTICIDE TREATMENT

RESOLVED: That the Board of Education, upon the recommendation of the Superintendent, and in conformance with SED regulations and Policy 5632 hereby authorizes the application of the herbicides and pesticides on the secondary school perimeter. Notification and recordkeeping shall be followed pursuant to Board policy.

12.4 APPOINTMENT OF ASBESTOS (LEA) DESIGNEE

RESOLVED: That **Ronald Wasik** be and hereby is, appointed Asbestos (LEA) Designee for the ensuing year ending June 30, 2020.

12.5 APPOINTMENT OF SCHOOL PESTICIDE CONTROL OFFICER

RESOLVED: That **Ronald Wasik** be and hereby is, appointed School Pesticide Control Officer for the ensuing year ending June 30, 2020.

12.6 APPROVE REVISED DATE FOR BUDGET VOTE MEETING

RESOLVED: That the Board of Education changes the date of the 2020 Budget Vote meeting from May 19, 2020 to **Wednesday, June 10, 2020 at 6:00 PM** in light of changes to the 2020-2021 school budget vote.

12.0.3 CONSENT AGENDA: OTHER

Moved by Trustee Dan Calabrese and seconded by Trustee Elizabeth Koch that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the above Items 12.3 through 12.6 as amended. Prior to voting, Mrs. Schmutzler indicated she had a nay vote for one of the 4 consent agenda items. Item 12.3 was separated from Items 12.4 through 12.6 and taken as a separate vote. New motions were called.

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 Item 12.3 as presented. Approved 5-1 through roll call vote and carried. Nay vote from Trustee Mrs. Schmutzler.

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 12.4 through 12.6 as **amended**. Approved 6-0 through roll call vote and carried.

13.0	ATTENDANCE REPORT	NONE
14.0	BOARD INFORMATIONAL ITEMS	NONE
15.0	PUBLIC COMMENT SESSION #2 FOLLOWING BOARD RESOLUTIONS	NONE
16.0	BOARD OF EDUCATION ROUND-UP	NONE

17.0 ADJOURNMENT

Moved by Trustee Elizabeth Koch and seconded by Vice President Danielle Opalinski that the Board of Education adjourns the meeting at 7:08 PM. Approved 6-0 through roll call vote and carried.

Respectfully Submitted,

Dana Maxwell
District Clerk