

**SWEET HOME CENTRAL SCHOOL DISTRICT
OF AMHERST AND TONAWANDA
BOARD OF EDUCATION**

VOTING MEETING

**TUESDAY, JUNE 20, 2023
6:30 PM**

A G E N D A

I. A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

II. APPROVAL OF AGENDA

RESOLVED: That, the agenda set forth for the study session of the Board of Education held Tuesday, June 20, 2023 is hereby adopted in its entirety.

III. MINUTES OF THE PREVIOUS MEETING

RESOLVED: That, the reading of the minutes of the voting meetings held Tuesday, May 9, 2023 be waived and are hereby adopted in their entirety.

IV. COMMUNICATIONS

A. Oral

The following are the results of the district vote held Tuesday, May 16, 2023:

<u>Budget</u>	<u>Yes</u>	<u>No</u>	<u>Total</u>
\$ 96,866,588	606	186	792

Election of one school board member, for a five-year term 7/1/23 -6/30/28.

Scott Johnson	328 votes	Elected
Dawn Scott-Iverson	252 votes	
Brandon Beckinghausen	208 votes	

Total votes cast: 809

B. Written

1. Harris Beach Legal Alerts

V. UNFINISHED BUSINESS

VI. SUPERINTENDENT'S REPORT

A. SHEF Recognition

The Board of Education will recognize SHEF volunteers & award winners at the study session on Tuesday, June 13, 2023.

B. Strategic Plan Presentation

Toya Wilson, Assistant Superintendent for Curriculum & Instruction, will give an update to the Board of Education at the study session on Tuesday, June 13, 2023.

C. Superintendent Update

Michael Ginestre, Superintendent of Schools, will give an update to the Board of Education at the study session on Tuesday, June 13, 2023.

**Sweet Home Central School District
Board of Education Voting Meeting
Tuesday, June 20, 2023**

A G E N D A

VII. SUPERINTENDENT’S REPORT-continued...

D. DEI Update

Representatives from the DEI Committee will give an update to the Board of Education at the voting meeting on Tuesday, June 20, 2023.

E. Building Use Committee Update

Representatives from the Building Use Committee will give an update to the Board of Education at the voting meeting on Tuesday, June 20, 2023.

F. Superintendent Update

Michael Ginestre, Superintendent of Schools, will give an update to the Board of Education at the voting meeting on Tuesday, June 20, 2023.

G. Upcoming Events

• June 19...	<i>DO: Juneteenth Observation, No School Gr K-12</i>
• June 20...	HH: Kindergarten Moving Up Day, 9:15 am MM: Kindergarten Graduation WR: Kindergarten Graduation/Moving Up Day DO: Tenure & Retirement Recognition @ MS Aud, 5 pm DO: BOE Voting Meeting @ MS Aud, 6:30 pm
• June 22...	HS: Graduation, 6 pm @ UB Center for the Arts
• July 5...	DO: BOE Reorganization & Regular Meeting, 6:30 pm @ NVCC

VIII. OPEN SESSION – AGENDA TOPICS – POLICY 1512

IX. NEW BUSINESS

A. Special Education

1. Class placements for 2022-2023 – Policy 7613

WHEREAS, Public Law 94-142, the Individuals with Disabilities Act, and Chapter 853, Laws of 1976 (New York State Education Act), requires Board of Education approval for all placements of students with disabilities, and

WHEREAS, the District Committee on Special Education has reviewed all placements, and

WHEREAS, all parents have approved said special education class placements, now therefore be it

RESOLVED: That, the 2022-2023 placements for students with disabilities be approved as recommended in a memorandum to Michael V. Ginestre, Superintendent of Schools, dated June 5, 2023.

2. Preschool class placements for 2022-2023 – Policy 7614

WHEREAS, Public Law 94-142, the Individuals with Disabilities Act, as amended by P.L. 99-457, New York State Compliance, Chapter 243 of the Laws of 1989, requires Board of Education approval for all placements of preschool student with disabilities, and

WHEREAS, the District Committee on Preschool Special Education has reviewed all placements, and

WHEREAS, all parents have approved said preschool special education placements, now therefore be it

IX. NEW BUSINESS-continued...

A. Special Education

2. Preschool class placements for 2022-2023 – Policy 7614

RESOLVED: That, the 2022-2023 placements for preschool students with disabilities be approved as recommended in a memorandum to Michael V. Ginestre, Superintendent of Schools, dated June 5, 2023.

B. Monthly Financial Reports – Policy 2140

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education accept the Investment Schedule, the Treasurer’s Report, the Budget Appropriation Status Report, the Budget Transfer Report and the Revenue Budget Status report as provided.

C. Bids – Policy 5410

1. School Bus Parts Bid

RESOLVED: That, the Board of Education, upon the recommendation of the Superintendent of Schools, award the School Bus Parts Bid #2023-24-19 to the following vendors at the unit price offered per item specified for a total bid of **\$46,729.30**.

Advance Auto Parts	\$2,752.32
Finger Lakes Chemical	\$803.90
Fleet Maintenance Bid	\$1,926.46
Leonard Bus Sales	\$581.57
Matthews Buses	\$6,218.07
NAPA Auto Parts	\$2,451.97
NY Bus Sales	\$6,285.98
Parmenter, Inc.	\$8,506.00
Superior Lubricants	\$8,913.00
Tri-Star Distributing	\$4,990.00
Truck Pro, Inc	\$3,621.39
Unity School Bus Parts	\$38.64
Total	\$46,729.30

2. Milk and Juice Bid

RESOLVED: That, the Board of Education, upon the recommendation of the Superintendent of Schools, award the milk bid #2023-24-9 to **InstantWhip** for total bid of **\$324,896.00** for the 2023-2024 school year.

3. Science Supplies Bid

RESOLVED: That, the board of education, upon the recommendation of the superintendent of schools, award the science supplies bid #2023-24-12 to the following vendors at the unit price offered per item specified for a total bid of **\$5,902.95**.

Flinn Scientific, Inc.	\$804.32
School Specialty	\$1,094.23
Wards	\$4,004.40
Total	\$5,902.95

IX. NEW BUSINESS-continued...

D. Funding of Reserve Funds

WHEREAS, the 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:

1. Workman's Compensation Reserve Fund (General Municipal Law Section 6-j)
2. Unemployment Insurance Payment Reserve Fund (General Municipal Law Section 6-m)
3. Employee Benefit Accrued Liability Reserve Fund (General Municipal Law Section 6-p)
4. Retirement Contribution Reserve Fund (General Municipal Law Section 6-r)
5. Tax Certiorari Claim Reserve Fund (Education Law Section 3651, Paragraph 1-a)
6. Capital Reserve Fund (Education Law Section 3651, Paragraph 1)

The foregoing reserve funds collectively referred to as the "Reserve Funds"; and

WHEREAS, the Board of Education desires to make transfer surplus funds, if any, into the Reserve Funds out of revenues received during the 2022-2023 fiscal year of the District as are not otherwise appropriated or required by law to be paid into any other fund or account (the "Surplus").

NOW, THEREFORE, be it

RESOLVED, that the District shall make transfers into the Reserve Funds out of the 2022-2023 Surplus, if any; and it is further

RESOLVED, That the exact amount of each such transfer from Surplus, if any, into each such above-listed Reserve Fund shall be fixed by the Board of Education after determination by the District's outside auditors of the amount of the 2022-2023 Surplus, if any, not otherwise appropriated or required by law to be paid into any other fund or account; and be it further

RESOLVED, that in accordance with applicable law, interest earned on each such fund shall remain a part of said fund.

E. Dispose of Obsolete Property – Policy 5250

RESOLVED: That, the Board of Education, upon the recommendation of the Superintendent of Schools, authorize the district to participate in competitive bidding procedures for the disposal of obsolete property.

F. Proclamation

WHEREAS, the Sweet Home Central School District is located in the Towns of Amherst and Tonawanda, New York; and

WHEREAS, the employees listed below have announced their retirement from Sweet Home Central School District with a combined number of **509** years of service.

NOW, therefore: be it resolved that the Sweet Home Central School District wishes to express their sincere gratitude to the following employees for their dedicated service to the students of Sweet Home Central School District.

**Sweet Home Central School District
Board of Education Voting Meeting
Tuesday, June 20, 2023**

A G E N D A

page 5

IX. NEW BUSINESS-continued...

F. Proclamation

James Bujalski	Bus Driver
Brenda Carrasquillo	Teacher Aide – Willow Ridge
Sandra Popovich	Food Service Helper
Jane Gerwitz	Bus Driver
Angela Mackowiak	Elementary Teacher - Maplemere
Tammy Covell	Elementary Teacher - Maplemere
Jeffrey Brown	Science Teacher – High School
Scott Wolf	Principal for Curriculum & Instruction
Sue Glenn	Senior Clerk Typist – High School
Gerilyn Styn	Teacher Aide – Ready Academy
Lee Ann Kelly	Part Time Clerk – Heritage Heights
Naomi Jobson	Cleaner – Glendale
Larry Zarambo	Bus Driver
Kathy Mylott	Teacher Aide – High School
Kathy Phillips	Food Service Helper
Barbara Maddigan	Teacher Aide – Glendale
David Skalski	Part Time Cleaner – Middle School
Nancy Bovey	Clerk Typist – Special Education
Kathy Marko	Teacher Aide - Maplemere
Jenny Price	Teacher Aide – Maplemere
Michael Schmitt	Bus Driver
Richard Rice	Bus Driver
George Lindner	Bus Driver
William Lulek	Laborer

G. Contract for iPad with Apple Inc. – Quote #2211964536 (Purchase)

RESOLVED: That, the Board of Education of the Sweet Home Central School District hereby agrees to enter into the attached contract with the Apple Inc. to authorize Apple Inc. to furnish certain computer services to the District pursuant to Education Law 1950 (4) (JJ) for an amount not to exceed \$267,475.00 for student iPads to be paid using Coronavirus Response & Relief Supplemental Appropriations Funding.

Be it further RESOLVED, that the Board of Education of the Sweet Home Central School District hereby authorizes the Board President to execute on behalf of the district.

H. Workers Compensation Third Party Administrator and Risk Services

RESOLVED: That the Board of Education authorizes the Superintendent of Schools to enter into a three-year agreement with **PMA Management Group** as our Workers Compensation Third Party Administrator for the period June 1, 2023 to May 31, 2026 at a cost of **\$21,424.00** per year.

I. SEQRA - Federally Funded Pole Barn Project

WHEREAS, the outbreak of Covid-19, a serious respiratory disease caused by a novel strain of coronavirus, was declared a pandemic by the World Health Organization on March 11, 2020; and

IX. NEW BUSINESS-continued...

I. SEQRA - Federally Funded Pole Barn Project

WHEREAS, the federal government has passed several pieces of significant legislation in response to the pandemic (collectively, the “Relief Legislation”), which serve to provide funding for pandemic-related measures and attempt to address financial stability, liquidity, safety and health issues through a variety of economic stimulus and relief measures; and

WHEREAS, the Relief Legislation has made funding for various purposes available to local school districts and other entities, with the funds being distributed by the various states through an application process; and

WHEREAS, the Board of Education of the District (the “Board”), with the assistance of the District’s architect (Young + Wright Architectural, or “YWA”) has identified certain upgrades and improvements that are proposed to be undertaken utilizing funding under the Relief Legislation; and

WHEREAS, such proposed upgrades and improvements include, but are not necessarily to be limited to, the construction of a pole barn (near the Service Center on the District’s High School/Service Center campus) with overhead doors, a man door and a concrete pad within the building and in areas outside the doors, to be utilized to store equipment and materials in support of the operations at the Service Center (the “Project”); and

WHEREAS, the District has applied to the New York State Education Department (“NYSED”) for funding for the Project under the Relief Legislation, and such application has been granted; and

WHEREAS, in accordance with State Education Department guidance and policy, the District and the Board constitute, collectively, the lead agency under the State Environmental Quality Review Act (“SEQRA”) for the environmental review of the Project, which constitutes an Unlisted Action under SEQRA; and

WHEREAS, the District and Board have duly considered the Project, the Environmental Assessment Form and Negative Declaration document that are attached hereto as Exhibit A (and incorporated herein by this reference), the criteria for determining whether the Project will have a significant adverse impact on the environment as set forth in 6 N.Y.C.R.R. § 617.7(c) of the SEQRA regulations, and such other information as may have been deemed appropriate; and

WHEREAS, the District and Board have identified the relevant areas of environmental concern, have taken a hard look at these areas, and have made a reasoned elaboration of the basis for the determination under SEQRA; and

WHEREAS, the estimated maximum cost of the Project (inclusive of all preliminary and incidental costs) has been determined by YWA to be \$250,000; and

WHEREAS, the District is proposing that the Project be financed by the expenditure of \$250,000 of Relief Legislation funds that have been made available to the District; and

WHEREAS, the District reserves the right to expand, contract or modify the nature and scope of the Project in light of the level of future construction bids received, with the understanding that the estimated maximum cost of the Project will not exceed \$250,000;

IX. NEW BUSINESS-continued...

I. SEQRA - Federally Funded Pole Barn Project

NOW THEREFORE, BE IT RESOLVED, that it is the final determination of the Board that (1) the Project constitutes an Unlisted action under SEQRA and (2) the Project will not result in a significant adverse impact on the environment (as set forth in a reasoned elaboration of the basis for such determination that has been provided in the Environmental Assessment Form and the related Negative Declaration document that are attached hereto as Exhibit A and incorporated herein by this reference); and be it further

RESOLVED, that the Superintendent of Schools is hereby authorized to sign and file all documents for the Project that are necessary to comply with SEQRA; and be it further

RESOLVED, that the District hereby accepts the grant funding for the Project under the Relief Legislation (specifically, the American Rescue Plan Act); and be it further

RESOLVED, that all of the expenses associated with the Project (including, without limitation, the costs of the anticipated work on the Project and the undertaking of any reasonably required additional work associated with the Project, as well as necessary architectural and engineering costs, legal costs and other related incidental costs), all of which are hereby declared to be ordinary and contingent expenses of the District, shall be initially funded (to the extent necessary) by the advance(s) of up to \$250,000 from the District's General Fund, such advance(s) being anticipated to be restored and reimbursed utilizing the grant monies that the District expects to receive for the work on the Project pursuant to the Relief Legislation; and be it further

RESOLVED, that the Superintendent of Schools, the Assistant Superintendent for Finance & Plant Services and other appropriate District officials be, and they hereby are, authorized to work with the District's contractors and/or architects/engineers to develop and complete the plans and specifications for the Project, to solicit (in accordance with NYSED guidance) cost proposals/quotes/bids for the work on the Project, to enter into (in the case of the Superintendent, only) contracts for the work on the Project on behalf of the District, and to undertake such other actions as may be reasonably necessary for the District to undertake, carry out and complete the Project as soon as may be reasonably practicable, all in accordance with applicable New York State law; and be it further

RESOLVED, that this resolution shall take effect immediately.

X. INFORMATIONAL ITEMS

XI. OPEN SESSION – Policy 1512

XII. PERSONNEL

I. Teaching and Administrative

A. Regular

1. Discontinuance

b. Resignation

RESOLVED: That, the *resignation* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Brooke VanGordon	Zoe Gionis	
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XII. PERSONNEL-continued...

I. Teaching and Administrative

A. Regular

2. Appointment

a. Tenure

RESOLVED: That, the *teaching tenure appointments* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Donald Feldmann	Jane Truesdell	Christopher Monaco
Hailey Hoffman	Kelly Gravel	Chelsea Buttino
Sarah Nowak	Julie Taboni	Emily Balisteri
Jami Chatt	Emily Mielcarek	Jason Scheer

b. Regular

RESOLVED: That, the *regular appointment* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Samantha Kio	Michael Morse	Brooke VanGorden
Kelsey Kendzia	Samantha Herrmann	Sarah Kosloski-Reed
Evelyn Watson	Simran Singh	Lauren Kearn
Thalia Shatah		

c. Encumbered

RESOLVED: That, the *encumbered appointment*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Kristen Noltee		
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e. Continuing Activities

PLC, Elementary, 2022-2023

RESOLVED: That, *PLC, Glendale*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Jessica Bridon (remove)	Melissa Udy	
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g. Leave of Absence

RESOLVED: That, the *leave of absence*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Kelly Ann O'Brien	Amanda MacRae-Roesch	Sharon Kramer
Scott Murray	Michelle Christensen	Danielle McKillen
Brittany Weber	Christina Mack	

XII. PERSONNEL-continued...

I. Teaching and Administrative

A. Regular

2. Appointment

h. Reinstatement from Leave

RESOLVED: That, the *reinstatement from leave*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Jacqueline Wzientek	Michael Tojek	Thaddeus Geraci
Ashlee Lipka	Kelly Ann O'Brien	

**i. Salary Adjustment
(1) Administrative**

(b) RESOLVED: That, the Superintendent of the Sweet Home Central School District be and hereby is authorized to enter in to Employment Agreements for the 2023-24 school year with the following:

- Assistant Superintendent for Talent & Equity – JoAnn Balazs
- Assistant Superintendent of Finance & Plant Services – Donald Feldmann
- Assistant Superintendent for Curriculum & Instruction – Toyia Wilson
- Director of Human Resources – Finune Shaibi

B. Substitutes

2. Appointments

a. Long Term Substitutes

RESOLVED: That, the *long term substitutes* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Caitlin Mericle		
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b. Substitute teachers for 2023-2024 school year

RESOLVED: That, the *substitutes* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

c. Student Teachers/Admin Interns for Summer 2023

RESOLVED: That, the *Student Teachers/Admin Interns* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

XII. PERSONNEL-continued...

II. Service

A. Regular

1. Discontinuance

a. Retirement

RESOLVED: That, the *retirement* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

William Lulek		
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b. Resignation

RESOLVED: That, the *resignation* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Jadyn Wright	Carlo Gonzales	Robert Zwack
Kelsey Kendzia	Samantha Herrmann	David Pohlman
Nicole Heim	Cassandra Irwin	Allan Marashi
Emma Kwiatkowski	Katherine Ventresca	Olivia Harvey
Cara Wolcott		

2. Appointment

a. Regular

RESOLVED: That, the *regular appointment* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Emerald Green (chg.)	Amanda Robenolt	Joseph Emmerling
Jennifer Rautenstrauch	Nicole Heim	Wendy Durkin
Stacy Williams	Renee Sroczyk	No Name Given Khushboo

c. Permanent Civil Service

RESOLVED: That, the *permanent civil service appointment* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Falon Capenhurst	Rebecca Harmon	Ariel Carlino
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f. Leave of Absence

RESOLVED: That, the *leave of absence* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Samuel Alaimo	Samuel Gonzales	Michael Nichols
Ana Leticia Almeida De Jesus	Brandi Hedrich	Kathryn Stepniak
Dawn Bechmann	William Lulek	Sawsan Esaleh
Caitlyn Mericle		

XII. PERSONNEL-continued...

II. Service

A. Regular

2. Appointment

g. Reinstatement from Leave

RESOLVED: That, the *leave of absence* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

Michael Laible (chg.)	Samuel Gonzales	Ana Leticia Almeida De Jesus
Beth Shaver	Dawn Bechmann	Sawsan Esaleh

B. Substitutes

2. Appointment

b. Substitutes

RESOLVED: That, the *substitutes* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 710 dated June 20, 2023** be approved as recommended by the Superintendent of Schools.

XIII. ADJOURNMENT

XIV. ITEMS OF INFORMATION