

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

BOARD OF EDUCATION

STUDY SESSION

TUESDAY, APRIL 11, 2023
6:30 p.m.

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 regular Board of Education meeting held Tuesday, April 18, 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, March 21, 2023 and Friday, March 31, 2023 be waived and are hereby adopted in their entirety.

IV. COMMUNICATIONS

1. Harris Beach Legal Alerts
2. Letter from Dave Lowrey to Mrs. Jasen
3. BOCES Annual Meeting Information.

V. OPEN SESSION: Agenda Topics – Policy 1512

VI. UNFINISHED BUSINESS

VII. SUPERINTENDENT’S REPORT

A. Glendale Elementary Presentation

Glendale Elementary staff and students will give a presentation to the Board of Education at the study session on Tuesday, April 11, 2023.

B. 2022/23 Budget Update

Donald Feldmann, Director of Finance and Plant Services, will give an update to the Board of Education at the study session on Tuesday, April 11, 2023.

C. Superintendent Update

Michael Ginestre, Superintendent of Schools, will give an update to the Board of Education at the study session on Tuesday, April 11, 2023.

D. Superintendent Update

Michael Ginestre, Superintendent of Schools, will give an update to the Board of Education at the voting meeting on Tuesday, April 18, 2023.

E. Upcoming Events

April 10...	DO: Alumni Meeting, 5 pm @ NVCC DO: SHEF Meeting, 6 pm @ NVCC HH: PTA Meeting, 6:30 pm MS: PTSA Meeting, 6:30 pm
April 11...	DO: District Safety Committee Meeting, 4:15 pm @ NVCC DO: BOE Study Session, 6:30 pm @ Glendale Elementary
April 12...	DO: DEI Teaching & Learning Sub-Committee meeting, 4:15 pm @ HS Library
April 13...	HS: PTSA Meeting, 6:30 pm WR: PTO Meeting, 6:30 pm

**Sweet Home Central School District
Board of Education Study Session
Tuesday, April 11, 2023**

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VII. SUPERINTENDENT’S REPORT-continued...

E. Upcoming Events

April 14...	MM: Activity Night, 6:30 pm
April 17...	DO: DEI Committee Meeting, 4:15 pm @ NVCC
April 18...	DO: Voting Meeting, 6:30 pm @ NVCC
April 19...	GL: PTA Meeting, 6:30 pm MM: PTA Meeting, 6:45 pm
April 21...	DO: Dollars for Scholars Meat Raffle, 7 pm @ St. Leo’s
April 26...	MM/WR: Chorus Concert, 7 pm @ MS Aud
April 27...	HH: Music Festival, 7 pm

VIII. NEW BUSINESS

A. Budget Adoption 2023 – 2024 – Policy 5130

RESOLVED: That, the Board of Education approve and adopt for the 2023 - 2024 school year a school budget with the total expenditure of **\$96,886,588** with a breakdown as follows:

FUNCTION	BUDGETED 2023-24
Board of Education	\$48,880
Central Administration	\$290,553
Finance Services	\$572,759
Legal Services	\$269,970
Human Resources	\$500,478
Records Management	\$3,000
Education/Community Services	\$8,900
Operations & Maintenance	\$5,498,643
Central Printing & Mailing	\$216,610
Central Data Processing	\$614,708
Special Items	\$795,417
Curriculum Development & Supervision	\$336,423
School Supervision	\$1,766,892
Research, Planning & Eval	\$423,251
In-Service Training	\$211,300
Teaching –Regular Schools	\$32,912,725
Special Education	\$9,945,489
Occupational Education	\$1,025,848
Teaching Special Schools	\$202,820
Instructional Media	\$1,587,736
Pupil Services	\$2,902,187
Co-Curricular Services	\$146,002
Interscholastic Athletics	\$659,090
Transportation	\$6,958,087
Community Service	\$47,500
Employee Benefits	\$21,004,069
Debt Service	\$7,677,252
Interfund Transfers	\$260,000
TOTAL BUDGET	\$96,886,588

VIII. NEW BUSINESS-continued...

A. Budget Adoption 2022 – 2023 – Policy 5130

The following will be the order in which items should appear on the voting machines for the purpose of voting on Tuesday, May 16, 2023 from 7:00 am to 9:00 pm at the Vergils Community Center at Sweet Home High School:

- I. 2023-2024 Budget \$96,886,588
- II. Proposition #2 Election of one (1) school board member for a five (5) year term July 1, 2023 – June 30, 2028.

B. 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 March 31, 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 students with disabilities, and

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

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

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 March 31, 2023.

C. 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 Revenue Budget Status report, the Budget Transfer Report, and the Extra-Curricular Account Report as provided.

D. Bids – Policy 5410

1. Commercial Printing School Calendar

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education award the commercial printing school calendar bid #2023-24-13 to **Zenger Group** in the amount of **\$9,613.00**.

VIII. NEW BUSINESS-continued...

D. Bids – Policy 5410

2. Commercial Printing “Your Schools”/Community Education

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education award the commercial printing “Your Schools”/Community Education bid #2023-24-15 to **Orffeo Printing & Imaging Inc.** for a total bid of **\$31,476.00**.

3. Commercial Printing Envelopes and Forms, Specialty Paper & Other

RESOLVED: That, the Board of Education, upon the recommendation of the Superintendent of Schools, award the commercial printing envelopes and forms bid #2023-24-14 to the following vendors at the unit price offered per item specified for a total bid of **\$8,481.43**.

Orffeo Printing & Publishing	\$7,895.00
RMF Printing	\$129.43
Zenger Group	\$457.00
Total	\$8,481.43

4. Arts & Crafts Supplies Bid

RESOLVED: That, the Board of Education, upon the recommendation of the Superintendent of Schools, award the Arts and Crafts Supplies bid #2023-24-5 to the following vendors at the unit price offered per item specified for a total bid of **\$13,074.27**.

Blick	\$6,403.41
Cascade	\$2,146.42
Discount School Supply	\$301.66
Lakshore Materials	\$666.57
Pyramid School Products	\$1,891.67
Quill	\$1,664.54
Total	\$13,074.27

5. Athletic Uniforms

RESOLVED: That, the Board of Education, upon the recommendation of the Superintendent of Schools, award the Athletic Uniform bid #2023-24-18 to following vendors at the unit price offered per item specified for a total bid of **\$16,797.50**.

AdPro Sports	\$7,220.00
BSN Sports, LLC	\$8,513.00
Riddell	\$1,064.50
Total	\$16,797.50

E. Annual District Vote – Policy 1611

1. Chief Election Inspector

RESOLVED: That, the Board of Education appoint, Karen Galli, qualified voter in the district, to act as **Chief Election Inspector** at said school district’s Annual Vote to be held at Sweet Home High School, Norman Vergils Community Center, 1901 Sweet Home Road, in the Town of Amherst, on Tuesday, May 16, 2023 from 7 am to 9 pm and to perform such duties and to take such action as prescribed by law.

VIII. NEW BUSINESS-continued...

E. Annual District Vote – Policy 1611

2. Inspectors of Election

RESOLVED: That, the Board of Education appoint the following, each being a qualified voter in the district, to act as **Inspectors of Election** at said district Annual Vote per attached memo and to perform such duties and to take such action as prescribed by the Education Law:

- Lorraine Beaudet
- Dolly Krose
- Ida Pause
- Elaine Wagner
- Lyn Custodi
- John Montanari
- Linda Stuck
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F. Erie 1 BOCES

1. Erie 1 BOCES Budget

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Sweet Home Central School District Board of Education hereby adopts the BOCES administrative budget for 2023-24, as presented.

Administrative Services \$3,865,941

2. BOCES Board Members

RESOLVED: That, the Board of Education of the Sweet Home Central School District cast one vote for each open seat (two (2) open seats total) for the election of the following individuals to the BOARD OF COOPERATIVE EDUCATIONAL SERVICES effective July 1, 2023.

Nominees:

G. Revised Policy – Policy 1410 – Second Reading

Board of Education By-Law #1410 states that “Board of Education policy and rules and by-laws shall be adopted, amended and/or suspended...only when the addition, amendments or suspension is first introduced in writing and is subsequently moved and seconded at a public meeting at least 27 calendar days prior to the time when such adoption, amendment and/or suspension may be voted upon.”

At the regular Board of Education meeting held on March 21, 2023 the Superintendent of Schools recommends the Board of Education accept the first reading of the following revised policies.

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following revised policies as provided in the April 18, 2023 presentation.

a.	6121 – Sexual Harassment in the Workplace
b.	6140 – Employee Medical Examinations
c.	6214 – Probation & Tenure

VIII. NEW BUSINESS-continued...

H. Revised Policy – Policy 1410 – First Reading

Board of Education By-Law #1410 states that “Board of Education policy and rules and by-laws shall be adopted, amended and/or suspended...only when the addition, amendments or suspension is first introduced in writing and is subsequently moved and seconded at a public meeting at least 27 calendar days prior to the time when such adoption, amendment and/or suspension may be voted upon.”

At the regular Board of Education meeting held on April 18, 2023 the Superintendent of Schools recommends the Board of Education accept the first reading of the following revised policies.

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following revised policies as provided in the April 18, 2023 presentation.

a.	6570 – Determination of Employment Status: Employee or Independent Contractor
b.	7270 – Rights of Non-Custodial Parents
c.	7350 – Corporal Punishment/Emergency Interventions
d.	7522 – Concussion Management
e.	7530 – Child Abuse and Maltreatment
f.	7545 – Student Gender Identity
g.	7618 – Use of Time Out Rooms

IX. INFORMATIONAL ITEMS

X. OPEN SESSION

XI. PERSONNEL

I. Teaching and Administrative

A. Regular

2. Appointments

c. Encumbered

RESOLVED: That, the *encumbered appointment*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Lauren Gelz		
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d. Mentoring

RESOLVED: That, the *mentoring appointment*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Morgan Chase		
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XI. PERSONNEL

I. Teaching and Administrative

A. Regular

2. Appointments

g. Leave of Absence

RESOLVED: That, the *leave of absence*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Matthew Capriotto	Michelle Christensen	Angela Commisso
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h. Reinstatement from Leave

RESOLVED: That, the *reinstatement from leave*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Matthew Capriotto		
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j. Co-Curricular Activities

j. Co-Curricular Activities, Elementary, 2022-2023 school year

RESOLVED: That, the *co-curricular activities, elementary*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Matthew Grosso	Matthew Grosso	Jackie Wzientek (chg.)
Jackie Wzientek (chg.)		

B. Substitutes

1. Long Term Substitutes

RESOLVED: That, the *long term substitutes* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Alex Gauld	Kelsey Kendzia	Cameron Swantek
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C. Interscholastic Activities

1. Interscholastic Activities, Spring, 2022-23

RESOLVED: That, the *Interscholastic Activities appointments, Spring* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Don Lilly		
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XI. PERSONNEL-continued...

II. Service

A. Regular

1. Discontinuance

a. Retirement

RESOLVED: That, the *retirement* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Naomi Jobson	Lawrence Zarambo	Kathleen Mylott
Kathleen Phillips		

b. Resignation

RESOLVED: That, the *resignation* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Charlene Penson	David Drews Jr.	
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c. Termination

RESOLVED: That, the *termination* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Joseph Howard	Gerald Sotka	
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A. Regular

2. Appointment

a. Regular

RESOLVED: That, the *regular appointment* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

John Burckhalter	Alyssa Schmitt	Jadyn Wright
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f. Leave of Absence

RESOLVED: That, the *leave of absence* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Lori Joy	David Skalski	Kelsey Kendzia
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g. Reinstatement from Leave

RESOLVED: That, the *leave of absence* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 708 dated April 18, 2023** be approved as recommended by the Superintendent of Schools.

Diane Metz	Amy Reinhart	
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**Sweet Home Central School District
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XII. ITEMS OF INFORMATION

- a. Calendar of Events.
- b. ECASB Road Rally Flyer
- c. ECASB Twist on Tech Flyer
- d. ECASB May Legislative Dinner Flyer

XIII. ADJOURNMENT