

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

**BOARD OF EDUCATION**

**VOTING MEETING**

**TUESDAY, FEBRUARY 13, 2024**  
**6:00 PM**

A G E N D A

**I. A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

**II. ADJOURN TO EXECUTIVE SESSION**

**III. APPROVAL OF AGENDA**

RESOLVED: That, the agenda set forth for the regular Board of Education meeting held Tuesday, February 13, 2024 is hereby adopted in its entirety.

**IV. MINUTES OF THE PREVIOUS MEETING**

RESOLVED: That, the minutes of the Board of Education meeting held Tuesday, January 16, 2024 are hereby adopted in their entirety.

**V. COMMUNICATIONS**

1. NYSSBA Legal Alert
2. Letter from Renee Wilson

**VI. UNFINISHED BUSINESS**

**VII. SUPERINTENDENT'S REPORT**

**A. Eagle Scout Recognition**

The Board of Education will recognize Derek Woodford at the study session on Tuesday, February 6, 2024.

**B. Superintendent update**

Michael Ginestre, Superintendent of Schools, will give an update to the Board of Education at the study session on Tuesday, February 6, 2024.

**C. Erie 1 BOCES update**

Dr. Michael Capuana, Superintendent of Erie 1 BOCES, will give an update to the Board of Education at the voting meeting on Tuesday, February 13, 2024.

**D. Superintendent update**

Michael Ginestre, Superintendent of Schools, will give an update to the Board of Education at the voting meeting on Tuesday, February 13, 2024.

**E. Upcoming Events**

•	February 12...	HH: PTA meeting, 6:30 pm
•	February 13...	DO: BOE Voting Meeting, 6:30 pm @ NVCC
•	February 14...	DO: Dollars for Scholars Meeting, 8 am @ DO HS: Pops Concert, 7:30 pm @ MS Aud
•	February 19-23...	DO: Mid-Winter Recess, No School Pre-K-12
•	February 26...	DO: DEI Committee Meeting, 4:15 @ NVCC
•	February 28...	DO: Supt PTA/PTO/PTSA Council Meeting 6 pm @ Supt Office
•	February 29...	HH: Family Night

**VII. SUPERINTENDENT'S REPORT**

**E. Upcoming Events**

• March 1...	MM: Winter Dance, 6 pm WR: Multicultural Night, 6 pm
• March 4...	DO: Alumni Meeting, 5 pm @ NVCC DO: SHEF Meeting, 6 pm @ NVCC MS: PTSA Meeting, 6:30 pm @ MS Library
• March 5...	HS/MS: Spring Sports Parent Meeting, 6 pm @ HS Main Gym
• March 6...	MM: PTA Meeting, 6 pm GL: PTA Meeting, 6:30 pm
• March 7...	WR: PTO Meeting, 6:30 pm

**VIII. OPEN SESSION – Agenda Topics - Policy 1510**

**IX. NEW BUSINESS**

**A. Special Education**

**1. Class placements for 2023-2024 – 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 2023-2024 placements for students with disabilities be approved as recommended in a memorandum to Dr. Michael V. Ginestre, Superintendent of Schools, dated January 30, 2024.

**2. Preschool class placements for 2023-2024 – 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 preschool special education placements, now therefore be it

RESOLVED: That, the 2023-2024 placements for preschool students with disabilities be approved as recommended in a memorandum to Dr. Michael V. Ginestre, Superintendent of Schools, dated January 30, 2024.

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

**IX. NEW BUSINESS-continued...**

**C. 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 January 16, 2024 the Superintendent of Schools recommended 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 February 13, 2024 presentation.

<b>a.</b>	<b>5630 – Facilities, Inspection, Operation &amp; Maintenance</b>
<b>b.</b>	<b>5640 – Smoking, Tobacco, and Cannabis (Marijuana) Use</b>
<b>c.</b>	<b>6130 - Evaluation of Personnel</b>
<b>d.</b>	<b>7150 – Remote Instruction</b>
<b>e.</b>	<b>7420 – Sports &amp; the Athletic Program</b>
<b>f.</b>	<b>7512 – Student Physicals</b>
<b>g.</b>	<b>8240 – Instruction in Certain Subjects</b>
<b>h.</b>	<b>8450 – Home, Hospital, or Institutional Instruction</b>

**D. 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 February 13, 2024 the Superintendent of Schools recommended 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 February 13, 2024 presentation.

<b>a.</b>	<b>6190 - Workplace Violence Prevention Policy Statement</b>
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**E. Corrective Action Plan in Response to Internal Auditor’s Report**

RESOLVED: That the Board of Education approve the Corrective Action Plan in response to the Internal Auditor’s Report as recommended by the District Audit Committee.

**IX. NEW BUSINESS-continued...**

**F. Excess Worker's Comp Insurance**

RESOLVED: That, the Board of Education, upon the recommendation of the Superintendent of Schools, accept the **Midwest Employers Casualty Company** Excess Worker's Comp Insurance proposal in the amount of **\$140,818.00**.

**G. 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.

**H. Overnight Field Trip Request – Policy 8460**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following Overnight Field Trip Requests:

- German Exchange – Hungen, Germany, July 1 – 15, 2024 (Leader – Dan Murphy)

**I. Extracurricular Activity Account – Policy 7410**

The Superintendent of Schools recommends that the following extracurricular activities accounts be opened.

RESOLVED: That, the Board of Education authorizes the Superintendent of Schools to take the appropriate action regarding the following extracurricular activities accounts.

- ACCOUNT TO BE OPENED: Ghana Club

**X. INFORMATIONAL ITEMS**

**XI. OPEN SESSION - Policy 1510**

**XII. PERSONNEL**

**I. Teaching and Administrative**

**A. Regular**

**1. Discontinuance**

**a. Retirement**

RESOLVED: That, the *retirement*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Patricia Connelly	Kara Serianni	Maureen Henderson
Michelle Murray	Kathryn Neelon	Mark Basehart
Pamela Daigler		

**XII. PERSONNEL-continued...**

**I. Teaching and Administrative**

**A. Regular**

**2. Appointments**

**b. Regular**

RESOLVED: That, the *regular appointment*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Claire Cavarello	Julia Miller	
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**e. Mentor**

RESOLVED: That, the *mentor appointment*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Melissa Erikson		
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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. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Sarah English	Beth Swierski	Michael Prince
Kimberly Potkalitsky	Eva Basehart	

**h. Reinstatement from Leave**

RESOLVED: That, the *reinstatement from leave* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Eva Basehart		
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**i. Salary Adjustments**

See Salary Adjustments- In-service Credits Memo dated February 2, 2024  
 See Salary Adjustments- Graduate Credits Memo dated February 2, 2024

**j. Co-Curricular Activities**

**j. Co-Curricular Activities, High School, 2023-2024 school year**

RESOLVED: That, the *co-curricular activities, high school*, in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Mark Basehart (chg)	Jane Truesdell (add)	Mark Basehart (remove)
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**XII. PERSONNEL-continued...**

**I. Teaching and Administrative**

**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. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Kelly Lux	Elyse Greico	
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**b. Per Diem Substitutes**

RESOLVED: That, the *per diem substitutes* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

**c. Student Teachers for Spring 2024**

RESOLVED: That, the *Student Teachers* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

**C. Interscholastic Activities**

**1. Interscholastic Activities, High School, (WINTER) 2023-2024**

RESOLVED: That, the *interscholastic activities appointments, High School, Winter* in the **TEACHING AND ADMINISTRATIVE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Richard Lowe (chg)	Mark Basehart	
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**II. Service**

**A. Regular**

**1. Discontinuance**

**a. Retirement**

RESOLVED: That, the *retirement* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Karen Scozzofava		
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**b. Resignation**

RESOLVED: That, the *resignation* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Claire Cavarello	Joshua Laud	Aline Musel
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**XII. PERSONNEL-continued...**

**II. Service**

**A. Regular**

**2. Appointment**

**a. Regular**

RESOLVED: That, the *regular appointment* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

James Merlino	Nighat Imran	Richard Baldwin
Katherine Meldrum	Firoza Chamely	Bailey Crouse
Julia McLean	Jessie Galbo	

**e. Transfer**

RESOLVED: That, the *transfer* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Rebecca Harmon		
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**f. Leave of Absence**

RESOLVED: That, the *leave of absence* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Kelly Orlikowski	Michael Moore	Kelly Lux
Christine Baker-Jeffery	Elyse Grieco	Mirvat Rizeq

**g. Reinstatement from Leave**

RESOLVED: That, the *reinstatement from leave* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

Dane Truesdell		
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**B. Substitutes**

**2. Per Diem Substitutes**

RESOLVED: That, the *per diem substitutes* in the **SERVICE SECTION OF THE PERSONNEL MEMORANDUM NO. 718 dated February 13, 2024** be approved as recommended by the Superintendent of Schools.

**XIII. ADJOURN TO EXECUTIVE SESSION**

**XIV. NEW BUSINESS – continued...**

**J. Request for Proposal – Legal Services**

RESOLVED: That, upon the recommendation of the Superintendent of Schools, the Board of Education award the legal services agreement for the 2023-24 school year to ... at the hourly rates outlined in the proposal.

**Sweet Home Central School District  
Board of Education Voting Meeting  
Tuesday, February 13, 2024**

**A G E N D A**

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**XV. ADJOURNMENT**

**XVI. ITEMS OF INFORMATION**

- a. Field Trip Requests through February 9, 2024.
- b. NYS Board of Elections – Resolution to Approve Early Voting Application