

**ALBION CENTRAL SCHOOL**  
**Albion, New York**  
**BOARD OF EDUCATION REORGANIZATIONAL MEETING**  
**AGENDA**

TIME: 7:00 pm  
DATE: Monday, July 10, 2017  
PLACE: Ronald L. Sodoma Elementary School  
Conference Room A  
324 East Avenue  
Albion, New York

I. Organizational Meeting - 7:00 pm

- A. Call to order by District Clerk at 7:00 pm.
- B. Administering of Oaths - Elected Trustees
  - Mrs. Kathy Harling
  - Mr. Wayne Wadhams
- C. Election of President and Vice President
- D. Administering of Oaths - Elected Board Officers

II. Organizational Business

A. Appointment of Designated Personnel for the 2017-2018 school year:

<u>Position</u>	<u>Personnel</u>
1. District Clerk	Shawn E. Liddle
2. Assistant Clerk	Cindy Ishmael
3. Purchasing Agent	Shawn E. Liddle
4. Treasurer of the District	Laura Marek
5. Assistant Treasurer and Assistant Purchasing Agent	Diane Stirk
6. Internal Claims Auditor	Michelle Deibel (\$35/hour)
7. Internal Claims Auditor	Beth Ann Navarra (\$35/hour)
8. District Tax Collector Deputy Tax Collector	Diane Stirk (\$2,000 stipend) Laura Marek
9. School Doctor	Work Fit Medical, LLC
10. Census Enumerator	Amy Castricone
11. Comptroller, Ex-Class. Act.	Designated Bldg. Principal
12. Treasurer, Ex-Class. Act.	Amy Castricone
13. Asst. Treasurer Ex-Class. Activities	Michele Powley Julie Norman
14. Auditor, Ex-Class. Act.	Laura Simboli (\$1,000 stipend)
15. Payroll Certification Officer	Michael S. Bonnewell

- |  |   |
|--|---|
| 16. Custodian of Petty Cash  | Laura Marek   |
| 17. Chemical Hygiene Officer   | Tim Mercer  |
| 18. Records Management Officer/<br>Freedom of Information  | Amy Castricone  |
| 19. Title VI and IX<br>Compliance Officer  | Mary E. Leto  |
| 20. Attendance Supervisors:  | ES Principal<br>MS Principal<br>HS Principal                              |
| 21. Independent Auditor  | Raymond F. Wager, CPA, PC   |
| 22. Internal Auditor   | EFP Rottenberg & Co.  |
| 23. Designation of Local<br>Attorney for the District  | Church & Church   |
| 24. Designation of Special<br>Counsel for BOE  | Osborn, Reed & Burke, LLP,<br>Jennifer M. Schwartzott, Esq.<br>of Counsel |
| 25. Designation of Special<br>Counsel for Construction Matters   | Woods, Oviatt, Gillman<br>Robert Hooks, Esq.                              |
| 26. School Pesticide Representative  | Tim Mercer  |
| 27. AHERA Local Educational Agency<br>(L.E.A.) designee  | Tim Mercer  |
| 28. Liaison for Homeless Children<br>& Youth   | Mary E. Leto  |
| 29. Designated Official to Receive<br>Court Notification Regarding<br>students' sentence/adjudication<br>and juvenile delinquency<br>proceedings | Michael S. Bonnewell  |
| 30. Designated Official to apply<br>for Grants in Aid  | Michael S. Bonnewell  |
| 31. Board Designee to Determine<br>Student Residency Status per<br>Policy 7130-Entitlement to<br>Attend - Age & Residency                        | Michael S. Bonnewell  |

- 32. Board Designee to Provide  
Absentee Ballots to Qualified  
District Voters per Policy 1640  
- Absentee Ballots Cindy Ishmael
- 33. Adult Education Coordinator Cindy Ishmael (\$2,000 stipend)
- 34. ACSD Athletic Director Randy Knaak
- 35. Incarcerated Youth Director Mary E. Leto
- 36. Director of Facilities Tim Mercer

- B. Designation of Banks for Deposit of Funds
  - 1) Key Bank
  - 2) Five Star Bank
  - 3) J.P. Morgan Chase
  - 4) Non-checking account investments of District monies  
will be with qualified commercial NY State chartered financial  
institutions authorized to do business with municipalities/school  
districts in the State of New York. Securities on repurchase  
agreements and certificates of deposit shall be held in a custody  
account.
- C. Authorization for use of a digital check signing facsimile.
- D. Authorization and approval of Bonds for District  
Treasurer, Tax Collector, \$1,000,000 each, and other  
employees of the District, \$100,000 on each employee.
- E. Designation of the THE DAILY NEWS (Batavia, NY) as the official  
newspaper for the School District.
- F. Authorization and approval of petty cash funds of:
  - a) School District - \$75.00
  - b) Recreation Change Fund - \$30.00
  - c) Athletic Change Fund - \$200.00
  - d) District Continuing Education Program Petty Cash - \$30
- G. Designation of regular monthly meeting date and time: First Monday  
of the month, except in May or when falling on a school holiday.  
Regular meeting to begin at 7:00 p.m.

Aug.	7, 2017	Feb.	5, 2018
Sept.	11, 2017 (2 <sup>nd</sup> Monday)	March	5, 2018
Oct.	2, 2017	April	2, 2018
Nov.	6, 2017	May	7, 2018 (2 <sup>nd</sup> Monday)
Dec.	4, 2017	June	4, 2018
Jan.	8, 2018 (2 <sup>nd</sup> Monday)	July	__, 2018 (2 <sup>nd</sup> or 9 <sup>th</sup> )

Dates to be published via a legal notice in the official District newspaper.

- H. The Albion Central School Board of Education delegates to the chief administrative officer the authority to act as its agent with regard to Albion Central School's participation in the National School Lunch/School Breakfast/Special Milk Programs and to enter into on its behalf all contracts and agreements associated with said participation.
- I. Establishment of mileage rate for 2017-2018 at current Internal Revenue Service rate.
- J. Adoption of all existing board policies, regulations, codes, and plans.
- K. Authorization to Require Medical Examinations  
The Superintendent of Schools is authorized to require any employee(s) to submit to a medical examination to determine his/her fitness to continue employment. The Superintendent of Schools shall also be authorized to appoint and engage school physician(s) and make such arrangements as are necessary to effectuate this resolution.
- L. Adoption of Check Charge  
The Board of Education authorizes the Superintendent to impose a charge not to exceed twenty dollars (\$20.00) per check to any account owing the Albion Central School District where a tendered payment of such an account was returned for insufficient funds. Service charges shall be collected in the manner prescribed by law for the collection of the account for which the check was tendered. The Superintendent of Schools may require future payments by individuals to be tendered in cash or by certified or cashier's check.
- M. Appointment of Staff on an Interim Basis  
The Superintendent is hereby authorized to employ individuals on an interim basis until such time as the Board of Education is able to act upon a formal recommendation for appointment. Such interim appointments shall be considered temporary in nature.
- N. Service Agreements  
The Superintendent is authorized to enter into service agreements that are consistent with the mission of Albion Central School District, subject to the Board's approval of any agreements requiring an appropriation of funds.
- O. Small Claims Actions  
The Superintendent is authorized to commence or settle any lawsuits or prospective lawsuits for a sum of money that is or would be within the monetary jurisdiction of the small claims court.
- P. Defense of Unemployment Insurance Claims  
The Superintendent is authorized to decide whether to contest or settle claims for unemployment insurance pending before the Department of Labor.
- Q. Workers' Compensation  
The Superintendent and/or his/her designee are authorized to make decisions whether to contest or settle claims before the Workers' Compensation Board, consistent with the terms of the Municipal Cooperation Agreement among the members of the Workers' Compensation Consortium, of which Albion is a member.



R. Health Plan

The Superintendent and/or his/her designee shall be authorized to vote and otherwise act on behalf of the Albion Central School District with respect to all business pertaining to the Orleans Niagara Health Consortium Plan and the district Superintendent shall also have standing authority to delegate such responsibility to another Albion Administrator.

S. Records Retention

The Board of Education of the Albion Central School District resolves that Records Retention and Disposition Schedule ED-1, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods of local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed here. In accordance with Article 57-A

- a. only those records will be disposed of that are described in Records Retention and Disposition Schedule ED-1 after they have met the minimum retention periods described therein;
- b. only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.

T. Cooperative Purchasing Resolution (authorizing the use of contracts bid and let by other governmental agencies)

The board of education authorizes the purchase apparatus, materials, equipment and supplies, and the contracting of services related to the installation, maintenance or repair of those items, through the use of contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein. The contract will be let in a manner that constitutes competitive bidding consistent with state law, and thus satisfy the requirement to locally bid the item or service. The contracts will include but not be limited to those filed with US Communities, The Cooperative Purchasing Network, Government Procurement Alliance, National Joint Powers Alliance, and Pennsylvania Education Purchasing Program for Microcomputers.

III. The Albion Central School District Board of Education authorizes the Superintendent to send letters of reasonable assurance of continuing employment, for the purpose of complying with the Unemployment Insurance Amendments of 1976, to Albion staff whom Albion intends to employ during the 2017-2018 school year.

IV. Real Property Tax Law Sections 556 and 726

Resolved, by the Board of Education of the Albion Central School District, that the authority of the Board of Education pursuant to Real Property Tax Law Section 556 with respect to refunds and credits of real property taxes paid in the case of clerical error, unlawful entry, or error in essential fact, is hereby delegated to the treasurer, upon audit by the internal claims auditor, where the recommended refund or credit is \$3,999 or less: and be it further resolved, that applications for refund of taxes based upon a change in assessment by final

order of a court in any tax certiorari proceeding, pursuant to Section 726 of the Real Property Tax Law, is delegated to the treasurer upon audit by the internal auditor, in an amount not to exceed \$3,999.

V. Correction of Tax Rolls

Resolved, by the Board of Education of the Albion Central School District, the District Clerk is hereby authorized to correct errors, on behalf of the Board of Education, on the tax rolls as recommended by Orleans or Genesee County, not to exceed the sum of \$3,999.

VI. Authorization for Superintendent Regarding Student Suspensions

Resolved, by the Board of Education of the Albion Central School District, the Superintendent may act on behalf of the Board of Education to reduce suspensions of students when deemed appropriate.

VII. Substitute Pay Rates:

TEACHING SUBSTITUTES 2017-2018 school year

Certified Instructors:..... \$95.00 daily

A copy of NYS certification must be on file in the Central Office to qualify for payment at the following rates:

Nonemployee Test Scorer Rate:..... \$25.00 per hour

Non-Certified Instructors:..... \$90.00 daily

Terms: 1 full day = more than four hours  
1/2 day = up to and including four hours

Tutors: Certified Instructors..... \$25/hourly  
Non-certified Instructors. . . \$20/hourly  
Preparation Time..... \$10/hourly

NON-INSTRUCTIONAL SUBSTITUTES:

Nurse.....\$20.00/hourly - copy of Valid License must be on file

Clerks/Typists.....\$10.40/hourly

Aides.....\$10.40/hourly

Cleaners.....\$10.40/hourly

Summer Workers.....\$ 9.70/hourly  
(Labor Class)

Lunchroom Monitors.....\$10.40/hourly

Teacher Assistants . . . \$10.40/hourly

#### VIII. CSE & CPSE Personnel Recommendations

Committee on Special Education for the 2017-2018 school year:

Jessica Beal, Chairperson  
Mary Leto, Alternate Chairperson  
Patrick Brawn, Psychologist  
Eric Christiansen, Psychologist  
Betsy Martel, Psychologist  
School Appointed Physician (attends only by parent or  
Committee request)

Individual student (whenever appropriate)  
Individual student's regular education teacher  
Individual student's special education teacher and/or  
related service provider  
Individual student's parent(s)/legal guardian(s)

Individual parent representatives at parental request:

Jennifer Allchin	Michael Rowella
Sarah Melancon	Rose Rowella
Cassandra Ploessel	Amy Neal

The Committee should also include an individual who can interpret the instructional implications of evaluation results, who may be a member of the team. This person may be selected from the following team members: the regular education teacher, the special education teacher/provider, or the school district representative described above.

At the discretion of the parent or the agency, other individuals who have knowledge or special expertise regarding the child, including related service personnel as appropriate may also be included.

Committee on Preschool Special Education for the 2017-2018 school year:

Mary Leto, Chairperson/District Representative  
Jessica Beal, Alternate Chairperson  
Orleans County Children with Special Healthcare Needs  
Director, Municipality Appointed Representative  
Individual student, whenever appropriate  
(Individual student's) parent(s)/legal guardian(s)  
(Individual student's) regular education teacher  
(Individual student's) special education teacher and/or  
related service provider

Individual parent representatives at parental request:

Michael Rowella  
Rose Rowella  
Cassandra Ploessel

In addition, an individual who can interpret the instructional implications of evaluation results may be a member of the team. This person may be selected from the following team members: the regular education teacher, the special education teacher/provider, or the school district representative described above.

At the discretion of the parent or the agency, other individuals who have knowledge or special expertise regarding the child, including related service personnel as appropriate may be included. At an initial recommendation meeting, a professional who participated in the evaluation of the child or an appropriate school district may be included.

For a child in transition from early intervention programs and services, the appropriate licensed or certified professional from the Department of Health's Early Intervention Program will be included at parent request.

Surrogate parent for the 2017-2018 school year:

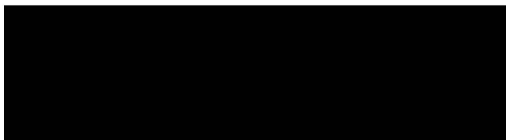
Sarah Melancon

Independent Evaluators:

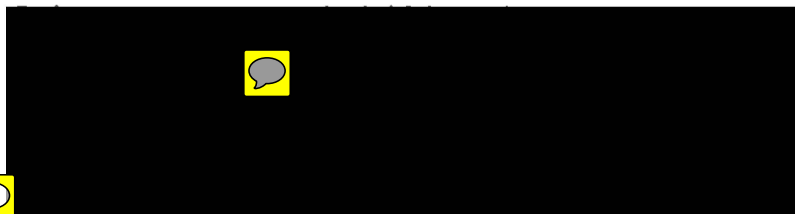
ORLEANS COUNTY:

**School District Psychologist**

Lyndonville	G. Robert Shiffer
Medina	Ann Marie Martillotta
	Leonard Petix



ERIE COUNTY:



MONROE COUNTY:



Monroe II BOCES  
c/o Tammy Schockow, Spencerport, NY 14559

IX. Board of Education Committees and Assignments.

X. Adjournment

ALBION CENTRAL SCHOOL  
Albion, New York  
BOARD OF EDUCATION COMMITTEES  
2017-2018

A. Finance and Audit Committee (4)

- 1.
- 2.
- 3.
- 4.

B. Board of Education Liaison to Safety Committee (1)

- 1.

C. Board of Education Liaisons for Legislative Concerns/  
Orleans County School Boards Representatives (2)

- 1.
- 2.

D. Maintenance and Operations Committee (3)

- 1.
- 2.
- 3.

E. Designee to Hoag Library Board (1)

- 1.

F. Code of Conduct Committee (3)

- 1.
- 2.
- 3.

G. Board Process and Protocol (3)

- 1.
- 2.
- 3.

BOE Approved: \_\_\_\_\_

**ALBION CENTRAL SCHOOL**  
**Albion, New York**  
**BOARD OF EDUCATION COMMITTEES**  
**2017 - 2018**

**A. Finance and Audit Committee (4)**

The Committee, consisting of a Chairperson and three Board members in conjunction with the Superintendent and the Assistant Superintendent for Business and Finance, meets to develop and review the budget for the coming year and make recommendations to the entire Board.

**B. Board of Education Liaison to Safety Committee (1)**

Member meets regularly with the Business Manager, Superintendent of Buildings and Grounds, teaching staff, and insurance representatives to continually review safety programs, policies and procedures.

**C. Board of Education Liaison for Legislative Concerns and Orleans/County School Boards Representatives (2)**

Liaisons are responsible for keeping the Board informed of new laws, legislative concerns and changes in federal and state regulations. Representatives meet annually with County Superintendents and County Board representatives to plan and Develop programs for the County Association.

**D. Maintenance and Operations Committee (3)**

The Committee meets with Superintendent of Buildings and Grounds and the Business Manager to review existing use and develop long-range plans for district buildings.

**E. Designee to Hoag Library Board (1)**

Appointee serves as liaison between the Swan Library Board and the Board of Education.

**F. Code of Conduct Committee (3)**

The Committee meets annually to review Code and recommend changes to the Board.

**G. Board Process and Protocol (3)**

The Committee serves to provide the following functions: to act as peer mentors to welcome, support and guide the newest members to the Board; to monitor the application of policy at Board meetings; and to develop protocols to provide accessibility and dissemination of meeting information to the public.

BOARD OF EDUCATION MEETING  
ALBION CENTRAL SCHOOL DISTRICT  
ALBION, NEW YORK 14411  
Ronald L. Sodoma Elementary School Conference Room A  
July 10, 2017  
NOTICE AND AGENDA OF A REGULAR MEETING  
FOLLOWING REORGANIZATIONAL MEETING SCHEDULED FOR  
7:00 pm

MEETING CALL TO ORDER

PLEDGE TO THE FLAG

RECOGNITION

<u>ITEM</u>	<u>PERSON</u>	<u>ACTION</u>
1. APPROVAL OF AGENDA		Motion
A. Public Forum		
2. BUSINESS ITEMS		Motion
A. Minutes of June 5, 2017 Regular Board Meeting		
B. Treasurer's Report May 2017		
C. Extra-Classroom Activity Fund Report for May 2017		
D. CSE & CPSE Recommendations		
E. Committee on Special Education Referral Information		
F. Budget Transfer Requests		
3. CORRESPONDENCE		
4. PRESENTATIONS		
5. COMMITTEE REPORTS		
A. NYSSBA Board Appreciation Week - Mr. Sidari		Information
B. Maintenance Committee Report		Information
C. New Board Member Orientation Manual - Mrs. Weller		Information
6. OLD BUSINESS		



<u>ITEM</u>	<u>PERSON</u>	<u>ACTION</u>
-------------	---------------	---------------

7. NEW BUSINESS

- |   |  |        |
|---|--|--------|
| A. Personnel  |  | Motion |
| B. Appropriation for Callable Bonds                         |  | Motion |
| C. 2017 Winter Athletic Bid                                 |  | Motion |
| D. Contract Approvals:                                      |  | Motion |
| • Superintendent  |  |        |
| • District Central Office & Technical Employees Association |  |        |
| • Educational Support Staff                                 |  |        |
| E. Code of Conduct  |  | Motion |
| F. Albion Varsity Cross-Country Trip                        |  | Motion |
| G. Workfit Medical LLC 2017-2018 Contract                   |  | Motion |
| H. Supplying Water to the Land Lab                          |  | Motion |
| I. Donation   |  | Motion |
| • Art Supplies to Elementary School                         |  |        |

8. ADMINISTRATORS' REPORTS

- |                               |             |
|-------------------------------|-------------|
| A. Building Principal Reports | Information |
| B. Attendance Report          | Information |
| C. Superintendent's Report    | Information |
| o Youth Assistance Program    |             |

9. BOARD DATES

Information

DAY	DATE	EVENT	TIME
TO BE DETERMINED AT JULY 10, 2017 REORGANIZATIONAL MEETING			

10. ADJOURNMENT

Motion

**ALBION CENTRAL SCHOOL DISTRICT  
ALBION, NEW YORK 14411  
JUNE 5, 2017 MINUTES  
OF THE REGULAR BOARD OF EDUCATION MEETING**

The Regular Session of the Albion Central School District Board of Education was held at 7:00 pm on June 5, 2017, in the Ronald L. Sodoma Elementary School, Conference Room A, 324 East Avenue, Albion, New York 14411.

<u>Board Member</u>	<u>Present</u>	<u>Excused</u>
Mrs. Brown	X	
Mr. Dibley		X
Mr. Sidari	X	
Mrs. Seielstad	X	
Mrs. Weller	X	
Mrs. Snyder		X
Mrs. Kirby	X	
Mrs. Sacco	X	
Mr. LaLonde	X	

Others in attendance at this meeting included: Michael Bonnewell, Superintendent of Schools; Shawn Liddle, Assistant Superintendent for Business/District Clerk; Mary Leto, Assistant Superintendent for Instruction; Rachel Curtin, Elementary School Principal; Dan Monacelli, Middle School Principal; Matthew Peterson, High School Principal; Susan Starkweather Miller, Public Relations Officer; Cindy Ishmael, Deputy District Clerk; Leeyah Rechtsiegel; Betty Sue Miller; Elissa Nesbitt; Wendy O'Hearn; Gloria Nauden; Lorena Martinez; Nolberto Martinez; Inocencia Maya Martinez; Honorato Martinez Santiago; Lezly Rosario; Dr. Clark Godshall; Mykailah Roberts; Megan Leight; Kaitlyn VanSon; Cameron Tucker; Chanyce Powell; Zhoe Starkweather; Carly Fox; Oscar Pollock; Robert Deskins; Laura Dumrese; Seth Dumrese; Dawn Squicciarini; Terry Wilbert, Rosalee Maldonado and Kevin Doherty.

**MEETING CALL TO ORDER**

Board President, Mrs. Margy Brown, called the meeting to order at 7:07 pm.

**PLEDGE TO THE FLAG**

**RECOGNITION**

**Middle School Student Awards**

Logan Conlon - Leadership Award  
Nolberto Victoriano Martinez - Character Award

**NYSSBA School Board Award**

Mrs. Linda Weller - Board Excellence Award

1. APPROVAL OF AGENDA

Resolved, on a motion by Mrs. Weller, seconded by Mr. Sidari, the Board approved the agenda with the addition of revised Personnel Item 7, 3(b), 3(c), 7 and under Presentations, Dr. Clark Godshall, BOCES.

7-YES            0-OPPOSED            2-ABSENT  
MOTION CARRIED

PUBLIC FORUM

Mrs. Betty Sue Miller, Director of the Hoag Library presented the 2017 Summer Reading Program. Mrs. Miller highlighted several of the summer offerings available for student participation. She reviewed materials that would be offered for this year's national program entitled "Build A Better World." The purpose of the program is to maintain interest in reading and reading levels. She indicated that several community members are making themselves available to assist with programs. She also encouraged those present to assist in promoting the program through social media to involve as many as possible. Mrs. Wendy O'Hearn also spoke briefly about how she believed the program could help students.

Mr. Liddle thanked the library at the conclusion of the presentation. He explained that the Public Forum is typically reserved for community members to bring school-related concerns and issues to the Board. The presentation made by the Hoag Library could have been on the Board Agenda with proper advance notice. In the future, the library should call ahead and request permission to be added to the agenda for presentation purposes.

2. APPROVAL OF BUSINESS ITEMS

- A. Minutes of May 08, 2017 Regular Board Meeting  
Minutes of May 16, 2017 Annual Election
- B. Treasurer's Report April 2017
- C. Extra-Classroom Activity Fund Report for April 2017
- D. CSE & CPSE Recommendations
- E. Committee on Special Education Referral Information
- F. Budget Transfer Request
- G. Building Use Requests

Resolved, on a motion by Mrs. Weller, seconded by Mrs. Kirby, the Board approved the business items.

7-YES            0-OPPOSED            2-ABSENT  
MOTION CARRIED

3. CORRESPONDENCE - None

4. PRESENTATIONS

A. Orleans Niagara BOCES - Dr. Clark Godshall

Dr. Clark Godshall, District Superintendent, thanked Board Members for the students that ACS sends to BOCES, for Mrs. Seielstad, who truly represents the interest of the school and for Mr. Bonnewell, his "go to guy" among the group of Superintendents and a true advocate for the ACS district and community. He thanked Board members for accepting the invitation for an Executive Tour of the Orleans Center to see ACS students in action. He also thanked the Board for their support in approving the BOCES budget. Dr. Godshall reviewed areas where Albion is maximizing BOCES aid, just as a school district should. Dr. Godshall outlined several program offerings that BOCES has for students and highlighted their literacy and Continuing Education program for adults.

5. COMMITTEE REPORTS

A. Board Process and Protocol Committee

Mrs. Linda Weller shared with the Board a draft of a New Board Member Orientation Manual that the committee has been working on. She shared information with the Board about the benefits of the classes NYSSBA offers to new Board members; however, because of the volume of information offered, these can be overwhelming. The Manual is intended to assist new members with regard to roles and responsibilities.

The Manual will be reviewed by the Board and any recommended changes will be discussed at a future meeting.

B. NYSSBA School Board Appreciation Week

Mr. Sidari shared information regarding the NYSSBA School Board Appreciation Week. He indicated that he will be attending the session held in Rochester on June 28<sup>th</sup>. He invited the Board to participate as well.

C. Board Workshop and 2017-2018 District Goals

Mrs. Brown thanked Board members who attended the May 20<sup>th</sup> Board workshop. She indicated that the workshop was successful, the

facilitator excellent and something to consider holding again in the future. Other Board members expressed it was time well spent.

The draft ACS District Goals for Technology, Safety, Literacy and Communication that were developed at the workshop will be submitted to the buildings and discussed further at a future meeting.

## **6. OLD BUSINESS**

### **A. 2017 Spring Field Experience Students**

Mr. Bonnewell reviewed the current list of 2017 Spring Field Experience Students with the Board.

### **B. Scheduling Maintenance Committee Meeting**

Mr. Bonnewell reviewed with the Board's Maintenance Committee that a meeting must be scheduled. There are two items to be discussed at the meeting regarding the safety plan and physical improvements and the family request to honor a former educator.

## **7. NEW BUSINESS**

### **A. Personnel**

#### **1. Resignations:**

##### **a. Denise Johnston Burris**

Position: RPN @ ES  
Effective: 05/26/17

##### **b. Jonathan Sanford**

Position: MS Multi-Media Club Advisor for  
2017-2018  
Effective: 06/30/17

##### **c. Margaret King**

Position: Girls' Varsity Assistant Soccer  
Coach 2017-2018  
Effective: 06/05/17

##### **d. Michael Fahy**

Position: Assistant JV Football 2017-2018  
Effective: 06/05/17

2. Retirement:

- a. Jonathan Sanford  
Position: Sixth Grade Teacher @ MS  
Effective: 06/30/17

3. Appointments:

- a. Sawyer Green  
Position: English Teacher  
Certification: English 7-12, Initial;  
Literacy (B-Gr. 6), Initial  
Literacy (Gr. 5-12), Initial  
Probationary Period: 09/05/17 - 09/04/21  
Tenure Area: English 7-12  
Salary: Step 1
- b. Cynthia Dresser  
Position: RPN  
Certifications: Registered Professional Nurse  
CPR/AED  
Start Date: 09/05/17  
Civil Service Classification: Non-Competitive  
Probationary Period: 09/05/17 - 09/04/18  
Salary: \$34,000 plus \$1,000 RN  
Stipend
- c. Rebecca Grillo  
Position: RPN  
Certifications: Registered Professional Nurse  
CPR/AED  
Start Date: 09/05/17  
Civil Service Classification: Non-Competitive  
Probationary Period: 09/05/17 - 09/04/18  
Salary: \$34,000 plus \$1,000 RN  
Stipend

4. Extra-curricular Appointments:

- a. Patrick Uveino  
Position: .5 Running/Fitness Club
- b. Mark Hryvniak  
Position: .5 Running/Fitness Club
- c. Kevin Feder  
Position: Play 9-12 Tech
- d. Kevin Feder  
Position: Musical 9-12 Tech
- e. Kayla Osborne  
Position: MS Choreographer
- f. Kamie Feder  
Position: MS Multi-Media Club

5. Extra-curricular Athletic Appointments:

- a. Bruce Blanchard  
Position: Assistant Varsity Football
- b. David Skrip  
Position: Assistant JV Football
- c. Travis Downs  
Position: 9<sup>th</sup> Grade Football
- d. Scott Green  
Position: 7/8 Football (Supporting Coach)
- e. Margaret King  
Position: Girls' Varsity Soccer Coach
- f. John King  
Position: Girls' Assistant Varsity Soccer Coach

6. Student Summer Cleaner Appointments @ \$9.70 per hour for all workers:

- a. Nicholas Reed - 2<sup>nd</sup> year
- b. Vivian Rivers - 2<sup>nd</sup> year
- c. Devin Gaylord - 1<sup>st</sup> year
- d. Calandra Prentice - 1<sup>st</sup> year
- e. Brandon McGuire - 1<sup>st</sup> year
- f. Shelby Restivo - 1<sup>st</sup> year
- g. Shane Hellems - 1<sup>st</sup> year
- h. Noah Goudreau - 1<sup>st</sup> year
- i. Dilon Cowell - Tech Support - 1<sup>st</sup> year
- j. Dalton Wilkins - Tech Support - 1<sup>st</sup> year

7. Substitutes:

Certified Substitute Teachers

- None

Non-Certified Substitute Teachers

- Brooke D. Chandler
- Nicole E. Sheehan
- Kyle J. Thaine

Non-Instructional: Clerical, Teacher Aide, Monitor,  
Nurse and Cleaner Substitutes

- Lauren D. Stirk

Resolved, upon the recommendation of Superintendent Bonnewell, on a motion by Mrs. Sacco, seconded by Mrs. Weller, the Board approved the Personnel Items.

7-YES      0-OPPOSED      2-ABSENT  
MOTION CARRIED

B. Grounds Building Leader Stipend

Resolved, on a motion by Mrs. Kirby, seconded by Mrs. Weller, the Board approved payment of the Grounds Building Leader Stipend in the amount of \$1,500.

7-YES      0-OPPOSED      2-ABSENT  
MOTION CARRIED

C. 2017-2018 Food Service Bid

Company	Bid Price - Total Cost Per Meal
Personal Touch Food Service Inc.	2.581
Sodexo Management Inc.	2.316

Resolved, as recommended by Assistant Superintendent for Business, Mr. Shawn Liddle, on a motion by Mrs. Weller, seconded by Mrs. Kirby, the Board approved Sodexo as the low responsible bidder for the 2017-2018 Food Service Bid.

7-YES      0-OPPOSED      2-ABSENT  
MOTION CARRIED

D. HS Student Council Sunday Field Trip Request

Resolved, on a motion by Mrs. Weller, seconded by Mrs. Seielstad, the Board approved the HS Student Council Field Trip Request to the Ronald McDonald House on Sunday, June 11, 2017.

7-YES      0-OPPOSED      2-ABSENT  
MOTION CARRIED

E. Fall 2017 Field Experience Students

A list of Field Experience Students scheduled for Fall 2017 was submitted for Board Members' review.

F. Volunteers

A list of Volunteers was submitted for Board Members' review.



## **8. ADMINISTRATORS' REPORTS**

### **A. Building Principal Reports**

Building Principals submitted their monthly reports for Board Members' review.

### **B. Attendance Report**

The Attendance Report was submitted for Board Members' review.

### **C. Superintendent's Report**

#### **o Code of Conduct Review**

Superintendent Bonnewell reviewed the draft Code of Conduct and draft Code of Conduct Summary with the Board. Changes have been made based on building recommendations and review by the committee. He highlighted the proposed changes made with regard to cell phone use and the use of electronic devices. Changes have been made in the consequences allowing for use of these items at the discretion of the building administrator, or within a particular learning area, by the teacher. The Public Hearing for the Code of Conduct will be held on July 10<sup>th</sup> with anticipated review and approval by the Board at their meeting on that date.

#### **o Board Member Request**

Superintendent Bonnewell reviewed with the Board that a request was made by a new Board member for a copy of the Corrective Response Plan provided by the district to the State Comptroller. A copy was provided to each Board member with a reminder that it had been reviewed and provided previously. Mr. Bonnewell reminded the Board that any request for information from one member is shared with all of them.

## **9. BOARD DATES**

<b>DAY</b>	<b>DATE</b>	<b>EVENT</b>	<b>TIME</b>
Tuesday	June 6, 2017	HS Instrumental Spring Concert MS Auditorium	7:00 pm
Wednesday	June 7, 2017	HS Choral Spring Concert MS Auditorium	7:00 pm
Friday	June 9, 2017	Senior Prom Hickory Ridge	6:00 pm

Saturday	June 10, 2017	Strawberry Festival Parade	10:00 am
Tuesday	June 13, 2017	MS Spring Concert MS Auditorium	7:00 pm
Wednesday	June 14, 2017	Flag Day Program ES Gym	9:30 am
Friday	June 16, 2017	Class Night MS Auditorium	7:00 pm
Tuesday	June 20, 2017	Kindergarten Graduation MS Auditorium	5:30 pm
Wednesday	June 21, 2017	Kindergarten Graduation MS Auditorium	5:30 pm
Friday	June 23, 2017	HS Graduation HS Gym	7:00 pm
Monday	July 10, 2017 (2 <sup>nd</sup> Monday)	Code of Conduct Public Hearing	6:30 pm
Monday	July 10, 2017 (2 <sup>nd</sup> Monday)	Reorganizational Meeting	7:00 pm
Monday	July 10, 2017 (2 <sup>nd</sup> Monday)	Regular Board of Education Meeting	7:15 pm

**10. EXECUTIVE SESSION WITH THE SUPERINTENDENT**

Resolved, on a motion by Mrs. Weller, seconded by Mrs. Kirby, the Board voted to enter into Executive Session at 8:12 pm to discuss one individual personnel and one individual student matter.

7-YES      0-OPPOSED      2-ABSENT  
MOTION CARRIED

**11. OPEN SESSION**

Resolved, on a motion by Mrs. Sacco, seconded by Mrs. Kirby, the Board voted to return to Open Session at 9:25 pm.

7-YES      0-OPPOSED      2-ABSENT  
MOTION CARRIED

Mrs. Weller and Mrs. Brown expressed interest in attending the Fall NYSSBA Convention in Lake Placid.

Resolved, on a motion by Mrs. Seielstad, seconded by Mrs. Kirby, the Board authorized the hotel, meal and registration expense reimbursement for members attending the Fall NYSSBA meetings in Lake Placid.

7-YES      0-OPPOSED      2-ABSENT  
MOTION CARRIED


12. ADJOURNMENT

Resolved, on a motion by Mrs. Seielstad, seconded by Mrs. Weller, the Board voted to adjourn the meeting at 9:30 pm.

7-YES            0-OPPOSED            2-ABSENT

MOTION CARRIED

Respectfully submitted,

  
Cindy M. Ishmael  
Deputy District Clerk

H:BOE 16-17/06-05-17 MINUTES

**TREASURER'S REPORT  
ALBION CENTRAL SCHOOL DISTRICT  
MAY 2017**

**GENERAL FUND:**

**Balance on Hand April 30, 2017** **\$ 624,647.51**

Due to State/Federal Government	\$	-	
Due from State/Federal Government	\$	-	
BOCES AID	\$	-	
State Aid - Gen Aid	\$	2,113,395.88	
State Aid - Basic	\$	-	
State Aid - Categorical	\$	-	
Property Tax - STAR reimbursement	\$	-	
Property Tax - other (PILOT, COUNTY Re-levy)	\$	-	
Tuition - Other Districts/health services/summer school	\$	-	
Adult Ed/Admissions	\$	692.00	
Property/Equipment Rental	\$	3,763.00	
Medicaid	\$	18,373.00	
Other Miscellaneous	\$	1,892.17	
Sale of Equipment/Scrap/Instructional, etc.	\$	-	
Insurance Recoveries/other comp	\$	-	
Refund Prior Year Expense/BOCES & Other	\$	-	
Retiree Health Insurance Payments	\$	38,087.53	
Transfer from Investments	\$	800,000.00	
Interfund Receipts / Indirect Costs (Adjust Federal Benefits)	\$	-	
Interest	\$	25.36	
		<b>\$</b>	<b>2,976,228.94</b>

Receipts Plus Balance \$ 3,600,876.45

**Disbursements:**

Payroll/Benefits	\$	1,176,621.64	
Year End Adjustment (FICA/TRS)	\$	-	
Purchased Goods/Services	\$	415,235.54	
Benefit Resource - FSA Plan	\$	8,617.94	
Transfer to Investments	\$	-	
Interfund Transactions - Adjust Summer Hndcp	\$	-	
		<b>\$</b>	<b>1,600,475.12</b>

**Balance on Hand May 31, 2017 per Books:** **\$ 2,000,401.33**

**INVESTMENTS (CASH IN TIME DEPOSITS A-0201)**

**Balance on Hand April 30, 2017** **\$ 26,012,461.23**

Minus Transfers to Other Accounts:	\$	800,000.00	
Plus Transfers from Other Accounts:	\$	-	
State Aid - Gen Aid	\$	-	
State Aid - Basic & BOCES Aid	\$	-	
State Aid - Categorical	\$	-	
Property Taxes	\$	-	
Misc - Serial Bond Payments/Wire Transfers	\$	-	
ACH Credits to Savings - (inc. Federal/Café Deposits, etc.)	\$	-	
Interest	\$	1,215.63	

**Balance on Hand May 31, 2017 per Books:** **\$ 25,213,676.86**

**SCHOOL LUNCH:**

**Balance on Hand April 30, 2017** **\$ 113,527.35**

**Receipts During Month:**

Lunches / Breakfast Sales (Type "A" Sales)	\$	9,103.75	
Other Sales	\$	3,831.56	
State and Federal Aid	\$	37,842.00	
Interfund Transactions	\$	-	
Transfer from savings	\$	-	
Miscellaneous	\$	(988.81)	
		<b>\$</b>	<b>49,788.50</b>

Receipts Plus Balance \$ 163,315.85

**Disbursements During Month:**

Salaries	\$	4,984.99	
Accounts Payable	\$	34,012.06	
Other	\$	-	
Interfund Transactions	\$	-	
		<b>\$</b>	<b>38,997.05</b>

**Balance on Hand May 31, 2017 per Books:** **\$ 124,318.80**

**TRUST AND ENDOWMENT FUND:**

<b>Balance on Hand April 30, 2017</b>	<b>\$ 36,811.19</b>
---------------------------------------	---------------------

## Receipts During Month:

Gifts & Donations	\$ 2,926.97	
Interfund Transactions	\$ -	
AP/PSAT/Regents Exam Fees	\$ 1,474.00	
Miscellaneous (FFA Land Lab /Land Lab Proceeds)	\$ -	
Rewards Programs (Target/K-Mart/J.P. Morgan Chase)	\$ 302.60	
Transfer from Savings	\$ -	
Summer Rec Programs/Football Camp/Misc Rec Programs	\$ 960.00	<b>\$ 5,663.57</b>

Receipts Plus Balance	\$	<b>42,474.76</b>
-----------------------	----	------------------

## Disbursements During Month:

Accounts Payable	\$ 5,155.00	
Salaries (for Summer Recreation Program)	\$ -	
TRS Settlement Payments	\$ -	
Awards & Scholarships	\$ -	
Interfund Transactions	\$ -	
Transfer to Savings	\$ -	<b>\$ 5,155.00</b>

<b>Balance on Hand May 31, 2017 per Books:</b>	<b>\$ 37,319.76</b>
--	---------------------

\*\*\*\*\*  
**FEDERAL AID FUND:**

<b>Balance on Hand April 30, 2017</b>	<b>\$ 86,610.14</b>
---------------------------------------	---------------------

## Receipts During Month:

Interfund Transactions	\$ -	
Grant Revenue	\$ 120,819.78	
Miscellaneous - Summer Hndcp Adjustment	\$ -	
Year End Adjustments	\$ -	
Transfer from Investments	\$ -	<b>\$ 120,819.78</b>

Receipts Plus Balance	\$	<b>207,429.92</b>
-----------------------	----	-------------------

## Disbursements:

Payrolls	\$ 71,438.05	
Interfund Transactions / Indirect Costs	\$ -	
Benefit Adjustment to General Fund	\$ -	
Year End Adjustments	\$ -	
Accounts Payable	\$ 40,126.83	<b>\$ 111,564.88</b>

	\$	<b>111,564.88</b>
--	----	-------------------

<b>Balance on Hand May 31, 2017 per Books:</b>	<b>\$ 95,865.04</b>
--	---------------------

\*\*\*\*\*  
**CAPITAL FUND:**

<b>Balance on Hand April 30, 2017</b>	<b>\$ 433,663.87</b>
---------------------------------------	----------------------

## Receipts During Month:

Transfer from Other	\$ -	
Transfer from Savings	\$ 500,000.00	
Refund from Prior Year	\$ -	
Interest	\$ 21.55	<b>\$ 500,021.55</b>

## Receipts Plus Balance

## Disbursements

Transfer to Investments	\$ -	
Accounts Payable	\$ 656,377.50	
BAN Payment	\$ -	<b>\$ 656,377.50</b>

<b>Balance on Hand May 31, 2017 per Books:</b>	<b>\$ 277,307.92</b>
--	----------------------

Capital Savings - Chase	\$ 987,444.17
-------------------------	---------------

<b>Total Investments</b>	<b>\$ 987,444.17</b>
--------------------------	----------------------

\*\*\*\*\*  
**RESERVE FUNDS (General Fund):**

<b>Balance on Hand April 30, 2017</b>	
---------------------------------------	--

Tax Certiorari (A-0232.0000)	\$ 126,493.43
Retirement Contribution Fund (A-0233.0000)	\$ 7,775,151.88
2014 Bus Purchase Reserve (A-0231.0201)	\$ 3,535,604.87

<b>Balance on Hand May 31, 2017 per Books:</b>	<b>\$ 11,437,250.18</b>
--	-------------------------

I hereby certify that the foregoing cash balances are in agreement with the bank statements and reconciled as indicated.

Laura L. Marek

Laura L. Marek, District Treasurer

May 31, 2017

Date

**ALBION CENTRAL SCHOOL DISTRICT**  
**EXTRA CLASSROOM ACTIVITY FUND 2016-2017**  
**REPORT FOR May 2017**

<u>Classroom Accounts</u>	<u>Balances Start of Year 7/2016</u>	<u>Balance Beginning of Month</u>	<u>Receipts for Month</u>	<u>Total Receipts &amp; Balances</u>	<u>Expenses for Month</u>	<u>End of Month Balance On Hand</u>
Class of 2016	\$ 1,084.25	\$ -	\$ -	\$ -	\$ -	\$ -
Class of 2017	\$ 3,120.28	\$ 2,833.15	\$ 4,500.00	\$ 7,333.15	\$ 1,472.37	\$ 5,860.78
Class of 2018	\$ 1,605.60	\$ 2,965.02	\$ 50.00	\$ 3,015.02	\$ 3.70	\$ 3,011.32
Class of 2019	\$ 1,014.35	\$ 2,257.14	\$ -	\$ 2,257.14	\$ -	\$ 2,257.14
Class of 2020	\$ -	\$ 957.73	\$ -	\$ 957.73	\$ -	\$ 957.73
Band Club	\$ 3,039.70	\$ 2,321.08	\$ 950.12	\$ 3,271.20	\$ 1,161.51	\$ 2,109.69
Baseball Club	\$ 238.23	\$ 238.23	\$ -	\$ 238.23	\$ -	\$ 238.23
Bowling Club	\$ 1.03	\$ 1.03	\$ -	\$ 1.03	\$ -	\$ 1.03
Broadcasting Club	\$ 260.74	\$ 516.30	\$ -	\$ 516.30	\$ -	\$ 516.30
Cheerleaders' Club	\$ 3,033.87	\$ 3,333.70	\$ 1,050.00	\$ 4,383.70	\$ -	\$ 4,383.70
Chevron Club	\$ 2,519.25	\$ 13,865.99	\$ 940.00	\$ 14,805.99	\$ 69.63	\$ 14,736.36
Close Up Club	\$ 785.80	\$ 776.33	\$ -	\$ 776.33	\$ -	\$ 776.33
Cross Country/Track	\$ 435.43	\$ 435.43	\$ -	\$ 435.43	\$ 148.61	\$ 286.82
Drama Club	\$ 2,021.14	\$ 6,448.56	\$ 329.00	\$ 6,777.56	\$ 1,811.01	\$ 4,966.55
Football Club	\$ 420.81	\$ 179.11	\$ -	\$ 179.11	\$ -	\$ 179.11
F F A	\$ 5,327.69	\$ 1,537.90	\$ 11,669.00	\$ 13,206.90	\$ 4,584.54	\$ 8,622.36
Gay/Straight Alliance Club	\$ 420.91	\$ 399.32	\$ -	\$ 399.32	\$ -	\$ 399.32
Girls' Softball Club	\$ 274.63	\$ 4,908.15	\$ -	\$ 4,908.15	\$ 2,100.73	\$ 2,807.42
Girls Volleyball Club	\$ 28.44	\$ 28.44	\$ -	\$ 28.44	\$ -	\$ 28.44
HS Chorus Club	\$ 7,410.73	\$ 41,557.91	\$ 2,347.00	\$ 43,904.91	\$ 31,125.00	\$ 12,779.91
Interact Club	\$ 1,350.49	\$ 1,408.49	\$ -	\$ 1,408.49	\$ -	\$ 1,408.49
Japanese Club	\$ 510.05	\$ 510.05	\$ -	\$ 510.05	\$ -	\$ 510.05
Latin Club	\$ 21.73	\$ 541.73	\$ -	\$ 541.73	\$ 520.00	\$ 21.73
Literary Guild Club	\$ 27.68	\$ 27.68	\$ 33.00	\$ 60.68	\$ 39.54	\$ 21.14
Multicultural Club	\$ -	\$ 100.00	\$ 625.00	\$ 725.00	\$ 582.04	\$ 142.96
Sr National Honor Society	\$ 749.34	\$ 1,175.27	\$ -	\$ 1,175.27	\$ -	\$ 1,175.27
Spanish Club	\$ 1,708.94	\$ 1,841.60	\$ -	\$ 1,841.60	\$ -	\$ 1,841.60
Special Olympics Club	\$ 2,984.93	\$ 2,761.92	\$ 16.00	\$ 2,777.92	\$ -	\$ 2,777.92
Sr Student Council	\$ 564.26	\$ 9.56	\$ 70.00	\$ 79.56	\$ 21.29	\$ 58.27
Swim Club	\$ 2,118.53	\$ 51.19	\$ -	\$ 51.19	\$ -	\$ 51.19



**ALBION CENTRAL SCHOOL DISTRICT**  
**EXTRA CLASSROOM ACTIVITY FUND 2016-2017**  
**REPORT FOR May 2017**

	Balances Start of Year	Balance Beginning	Receipts for	Total Receipts &	Expenses for	End of Month Balance
Technology Club HS	\$ 146.95	\$ 146.95	\$ 5.00	\$ 151.95	\$ -	\$ 151.95
Wrestling Club	\$ 7.69	\$ 7.69	\$ -	\$ 7.69	\$ -	\$ 7.69
Varsity Soccer Club	\$ 1,261.67	\$ 3,239.67	\$ -	\$ 3,239.67	\$ -	\$ 3,239.67
MS Book Store	\$ 346.66	\$ 301.64	\$ 40.00	\$ 341.64	\$ 2.96	\$ 338.68
MS 8th Grade History Club	\$ 637.73	\$ 638.73	\$ -	\$ 638.73	\$ -	\$ 638.73
Jr National Honor Society	\$ 6.09	\$ 6.09	\$ -	\$ 6.09	\$ -	\$ 6.09
MS 7th Grade History Club	\$ 801.26	\$ 837.26	\$ 267.85	\$ 1,105.11	\$ 193.32	\$ 911.79
6-8 MS Student Council	\$ 851.82	\$ 1,602.19	\$ 5,997.50	\$ 7,599.69	\$ 7,460.88	\$ 138.81
MS Drama Club 6-8	\$ 3,040.27	\$ 2,418.01	\$ -	\$ 2,418.01	\$ 500.36	\$ 1,917.65
MS Multi-Media Club	\$ 384.82	\$ 384.82	\$ -	\$ 384.82	\$ -	\$ 384.82
MS Yearbook Club	\$ 2,205.82	\$ 4,113.33	\$ 30.00	\$ 4,143.33	\$ 1,966.44	\$ 2,176.89
Jr High Football Club	\$ 632.41	\$ 955.45	\$ -	\$ 955.45	\$ -	\$ 955.45
MS Spanish Club	\$ 446.05	\$ 779.97	\$ -	\$ 779.97	\$ -	\$ 779.97
MS FFA	\$ 3,552.26	\$ 4,894.07	\$ -	\$ 4,894.07	\$ -	\$ 4,894.07
3-5 Student Council	\$ 2,192.97	\$ 1,929.37	\$ 750.00	\$ 2,679.37	\$ 515.38	\$ 2,163.99
NY State Sales Tax	\$ 496.24	\$ 1,087.23	\$ 469.43	\$ 1,556.66	\$ -	\$ 1,556.66
Interest on Savings	\$ 839.43	\$ 889.93	\$ -	\$ 889.93	\$ -	\$ 889.93
<b>Total of Classroom Accounts</b>	<b>\$ 60,928.97</b>	<b>\$ 118,220.41</b>	<b>\$ 30,138.90</b>	<b>\$ 148,359.31</b>	<b>\$ 54,279.31</b>	<b>\$ 94,080.00</b>

5-STAR CHECKING ACCOUNT: \$ 94,080.00

6/22/17

Date

Carol A. Neibert  
Carol A. Neibert

# May 2017 Audit

Club Accounts	Receipts	Expenses	Reasons for Amounts over \$2,500
Class of 2016			
Class of 2017	\$4,500.00		Prom Deposits, decorations, etc.
Class of 2018			
Class of 2019			
Class of 2020			
Band Club			
Baseball Club			
Bowling Club			
Broadcasting Club			
Cheerleaders' Club			
Chevron Club			
Close Up Club			
Cross Country/Track			
Drama Club			
Football Club			
F F A	\$11,669.00	\$4,584.54	Chicken BBQ Tickets Sold, Donations/BBQ Expenses
Gay/Straight Alliance Club			
Girls' Softball Club			
Girls Volleyball Club			
HS Chorus Club		\$31,125.00	NYS Trip Deposit
Interact Club			
Japanese Club			
Latin Club			
Literary Guild Club			
Multicultural Club			
Sr National Honor Society			
Spanish Club			
Special Olympics Club			
Sr Student Council			
Swim Club			
Technology Club HS			



**May 2017 Audit**

<b>Club Accounts</b>	<b>Receipts</b>	<b>Expenses</b>	<b>Reasons for Amounts over \$2,500</b>
Wrestling Club			
Varsity Soccer Club			
MS Book Store			
MS 8th Grade History Club			
Jr National Honor Society			
MS 7th Grade History Club			
6-8 MS Student Council	\$5,997.50	\$7,162.62	R - Flower Sale, Darien Lake Ticket Deposits/E - Flower Payment, Darien Lake Payments
MS Drama Club 6-8			
MS Multi-Media Club			
MS Yearbook Club			
Jr High Football Club			
MS Spanish Club			
MS FFA			
3-5 Student Council			

**ALBION CENTRAL SCHOOL DISTRICT**  
**Albion, New York 14411**

DATE: July 5, 2017  
TO: Members of the Board of Education  
FROM: Jessica Beal, CSE Chairperson  
RE: Recommendations of the Committee on Special Education

---

At regular meetings, Manifestation Determination meetings and Amendments without a meeting held June 1, 15 and 16, 2017 the Committee on Special Education approved the attached recommendations to be reviewed by the Board of Education.

Attachment  
MP:laj  
CSE/BoardMinutes/laj

**ALBION CENTRAL SCHOOL DISTRICT**  
**Albion, New York 14411**

DATE: July 5, 2017

TO: Members of the Board of Education

FROM: Mary Leto  
Assistant Superintendent for Instruction

RE: Recommendations of the Committee on Preschool Special Education

---

At regular meetings and Amendments without a Meeting of the Committee on Preschool Special Education held June 6 and 12, 2017, the Committee directed that the following recommendations be submitted to the Board of Education.

Attachment

ML:laj  
c:\w\cpsel\BdRec

**Albion Central School District  
2016-2017 School Year  
Referrals to the Committee on Special Education**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	NOTES
Male	0	2	5	1	4	3	1	5	3	0	9	2	
Female	1	2	3	1	0	0	1	4	0	4	5	2	
<b>TOTAL # OF STUDENTS</b>	<b>1</b>	<b>4</b>	<b>8</b>	<b>2</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>9</b>	<b>3</b>	<b>4</b>	<b>14</b>	<b>4</b>	
High School	1	1	0	0	0	0	0	4	1	1	1	1	
Middle School	0	2	1	1	0	2	0	2	0	0	1	0	
Elementary School	0	1	7	1	4	1	2	3	2	3	1	3	
CPSE	0	0	0	0	0	0	0	0	0	0	11	0	
<b>REFERRED BY:</b>													
Parent	0	0	0	0	1	2	1	2	0	0	0	1	
Teacher/Therapist	0	0	0	0	0	0	0	0	0	0	0	0	
Psychologist	1	0	0	1	0	0	1	1	0	1	1	1	
Physician	0	0	0	0	0	0	0	0	0	0	0	0	
Court order	0	0	0	0	0	0	0	0	0	0	0	0	
Superintendent's hearing	0	0	0	0	0	0	0	0	0	0	0	0	
CPSE	0	0	0	0	0	0	0	0	0	0	11	0	
Entered district with an IEP	0	4	8	1	3	1	0	6	3	3	2	2	
Quit (returning)	0	0	0	0	0	0	0	0	0	0	0	0	
<b>STATUS:</b>													
Attends ACSD	1	0	1*	1	1	2	2	3	0	1	1	2	*Transition back from homeschooling
Attends private/parochial	0	0	0	0	0	0	0	0	0	0	0	0	
Foster placement	0	0	0	0	0	0	0	0	0	1	0	0	
Transitioning CPSE to K	0	0	0	0	0	0	0	0	0	0	11	0	
Moved into ACSD	0	4	7	1	3	1	0	6	3	2	2	2	
<b>CSE ACTION:</b>													
Continue with IEP	0	4	7	1	3	1	0	6	3	2	2	2	

Continue with an out-of-district placement	0	0	1	0	0	0	0	0	0	0	0	0	
Declassified	0	0	0	0	0	0	0	0	0	1*	0	0	*continue with de-class support plan from previous district
Not eligible for CSE services	0	0	0	0	0	0	1	0	0	0	0	1	
Eligible	1	0	0	1	1	2	1	3	0	1	12	1	
Referred to 504 Plan	0	0	0	0	0	0	0	0	0	0	0	0	
Referred to Speech/OT Improvement	0	0	0	0	0	0	0	0	0	0	0	0	
Tabled	0	0	0	0	0	0	0	0	0	0	0	0	

**Albion Central School District**  
**2016-2017 School Year**  
**Committee on Special Education Students Who Have Left the District**

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Male	2	7	4	0	2	1	0	1	2	2	1	0
Female	0	2	1	2	3	0	2	0	0	0	0	0
<b>TOTAL # OF STUDENTS</b>	<b>2</b>	<b>9</b>	<b>5</b>	<b>2</b>	<b>5</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>0</b>
High School	0	2	2	0	2	0	2	1	1	0	1	0
Middle School	1	0	1	1	1	0	0	0	0	1	0	0
Elementary School	1	5	2	0	2	1	0	0	1	1	0	0
Out of District	0	2	0	1	0	0	0	0	0	0	0	0

ALBION CENTRAL SCHOOL  
REQUEST FOR BUDGETARY TRANSFER(S)

REQUESTED BY: SHAWN LIDDLE

DATE: 7/7/2017

TO: A.50.2110.1400.2505 AMOUNT: \$ 3,000.00  
GENERAL FUND/DISTRICT WIDE/TEACHING-REGULAR SCHOOLS/TEACHER SALARIES - SUBSTITUTES/COMMUNITY SCHOOLS SET ASIDE FUNDS

TO: A.50.2110.1600.2505 AMOUNT: \$ 3,000.00  
GENERAL FUND/DISTRICT WIDE/TEACHING-REGULAR SCHOOLS/NON-INSTRUCTIONAL SALARIES/COMMUNITY SCHOOLS SET ASIDE FUNDS

TO: A.50.9010.8000.2505 AMOUNT: \$ 396.00  
GENERAL FUND/DISTRICT WIDE/NYS EMPLOYEES RETIREMENT/EMPLOYEE BENEFITS/COMMUNITY SCHOOLS SET ASIDE FUNDS

TO: A.50.9020.8000.2505 AMOUNT: \$ 5,200.00  
GENERAL FUND/DISTRICT WIDE/NYS TEACHERS RETIREMENT/EMPLOYEE BENEFITS/COMMUNITY SCHOOLS SET ASIDE FUNDS

TO: A.50.9030.8000.2505 AMOUNT: \$ 4,284.00  
GENERAL FUND/DISTRICT WIDE/FICA - MEDICARE/EMPLOYEE BENEFITS/COMMUNITY SCHOOLS SET ASIDE FUNDS

TO: A.50.9040.8000.2505 AMOUNT: \$ 1,120.00  
GENERAL FUND/DISTRICT WIDE/WORKERS COMPENSATION/EMPLOYEE BENEFITS/COMMUNITY SCHOOLS SET ASIDE FUNDS

TO: A.50.2110.4600.2505 AMOUNT: \$ 4,687.00  
GENERAL FUND/DISTRICT WIDE/TEACHING-REGULAR SCHOOLS/TRAVEL/COMMUNITY SCHOOLS SET ASIDE FUNDS

TO: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

TO: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

TO: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

TO: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

TO: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

FROM: A.50.2110.1500.2505 AMOUNT: \$ 21,687.00  
GENERAL FUND/DISTRICT WIDE/TEACHING-REGULAR SCHOOLS/INSTRUCTIONAL SALARIES/COMMUNITY SCHOOLS SET ASIDE FUNDS

REASON: TO ESTABLISH 2017-2018 COMMUNITY SCHOOLS SET ASIDE FUNDS BUDGET

APPROVED:

☐

DISAPPROVED:

☐

BY:

Superintendent of Schools

DATE:

Board Approval - At Board of Education Meeting Held On: \_\_\_\_\_

/lrm  
C:/My Documents/13-14 Fiscal Year/Request for Budgetary Transfer

BJE#

☐

**ALBION CENTRAL SCHOOL  
REQUEST FOR BUDGETARY TRANSFER(S)**

**REQUESTED BY:** Shawn Liddle

**DATE:** 7/7/2017

**1. AMOUNT:** \$ 20,000.00

**TO:** A.50.2110.4600.2505

GENERAL FUNDS/DISTRICT WIDE/TEACHING-REGULAR SCHOOLS/TRAVEL/COMMUNITY SCHOOLS SET ASIDE FUNDS

**FROM:** A.50.2110.4000.0000

GENERAL FUNDS/DISTRICT WIDE/TEACHING-REGULAR SCHOOLS/CONTRACTUAL/COMMUNITY SCHOOLS SET ASIDE FUNDS

**REASON:** TO ESTABLISH 2017-2018 COMMUNITY SCHOOLS SET ASIDE FUNDS BUDGET

**2. AMOUNT:** \$ 7,313.00

**TO:** A.50.2110.4600.2505

GENERAL FUNDS/DISTRICT WIDE/TEACHING-REGULAR SCHOOLS/TRAVEL/COMMUNITY SCHOOLS SET ASIDE FUNDS

**FROM:** A.50.2110.4500.2505

GENERAL FUNDS/DISTRICT WIDE/TEACHING-REGULAR SCHOOLS/SUPPLIES & MATERIALS/COMMUNITY SCHOOLS SET ASIDE FUNDS

**REASON:** TO ESTABLISH 2017-2018 COMMUNITY SCHOOLS SET ASIDE FUNDS BUDGET

**APPROVED:**

☐

**DISAPPROVED:**

☐

**BY:**

Superintendent of Schools

**DATE:**

**Board Approval - At Board of Education Meeting Held On:**

/llm

C:/My Documents/14-15 Fiscal Year/Request for Budgetary Transfer

**BJE#**

2017-2018  
Budget

ALBION CENTRAL SCHOOL  
REQUEST FOR BUDGETARY TRANSFER(S)

REQUESTED BY:

Leslie Guter  
Jan Monacelle Alley

DATE:

6/27/17

1. AMOUNT:

\$

300.00

TO:

A202850.4500

FROM:

A202850.1500

REASON:

Need more money for supplies

2. AMOUNT:

\$

TO:

FROM:

REASON:

APPROVED:

☐

DISAPPROVED:

☐

BY:

Superintendent of Schools

DATE:

Board Approval - At Board of Education Meeting Held On:

/llm

C:/My Documents/16-17 Fiscal Year/Request for Budgetary Transfer

BJE#

☐



7-A PERSONNEL RECOMMENDATIONS JULY 10, 2017

1. Appointments, I, *Michael Stommel*  
Superintendent of Albion Central School,  
do hereby recommend the following appointments:

- a. \_\_\_\_\_  
Position: Elementary Education Teacher  
Certification: \_\_\_\_\_  
  
Probationary Period: 09/05/17 - 09/04/21  
Tenure Area: Elementary Education  
Salary: \_\_\_\_\_
- b. Stacey Andrews  
Position: CSE Clerk  
Start Date: 07/17/17  
Civil Service Classification: Competitive  
Probationary Period: 07/17/17 - 07/16/18  
Salary: \$34,000

2. Recall from Preferred Eligibility List:

- a. Brooke (Jablonski) Beatty  
Position: Physical Education Teacher

3. Department Chairpersons for 2017-2018 School Year,  
I, *Michael Stommel*  
Superintendent of Albion Central School, do hereby recommend  
the following Department Chairperson appointments with a  
\$2,000 stipend each:

- a. High School English - Kristin Roche  
b. High School Mathematics - Shelly Daggs  
c. High School Science - Ben DeJonge  
d. High School Occupational Education - Sherry Zayac  
e. High School Guidance - Eric Christiansen  
f. High School Social Studies - Alex Veltz  
g. Physical Education - Randy Knaak  
h. Middle School English - Chris Keller  
i. Middle School Social Studies - Bruce Pritchett  
j. Middle School Science - Liz Marquette  
k. Middle School Mathematics - Lisa Castricone  
l. K-12 Foreign Language - Brad Nickerson

4. Organizational Business Appointment, I, *Michael Stommel*  
Superintendent of Albion Central School,  
do hereby recommend the following Appointment of Designated  
Personnel for the 2017-2018 school year:

a. Lee Anne Jedamski  
Position: CSE Training  
Effective: 07/31/17 - 6/30/18  
Rate: \$28 per hour

5. Additional Summer Staff Appointments, I, *Michael Stommel*  
Superintendent of Albion Central School,  
do hereby recommend the following Summer Staff appointments:

a. Jerald Dunn  
Position: Tech Support  
Salary: \$9.70 per hour  
Effective: 07/01/17

b. Jacqueline Quintana Aragon  
Position: Student Cleaner  
Salary: \$9.70 per hour  
Effective: 07/01/17

6. Extra-curricular Appointments, I, *Michael Stommel*  
Superintendent of Albion Central School,  
do hereby recommend the following 2017-2018 extra-curricular  
appointments:

a. Jonathan Trembley  
Position: 2<sup>nd</sup> Asst. Marching Band  
b. Lee Preston  
Position: 3<sup>rd</sup> ASst. Marching Band  
c. Samantha Seaman  
Position: MS Musical Assistant Tech

7. 2017 Summer Swim Program Instructors and Lifeguard Appointments,  
I, *Michael Stommel*  
Superintendent of Albion Central School,  
do hereby recommend the following Summer Camp Instructor  
and Lifeguard Appointments for the 2017 Summer Swim Program  
Year:

a. See Attached

8. Notices of Retirement:

a. Debra Wood

Position: Physical Education Teacher @ MS

Effective: 06/30/17

9. Substitutes, I, *Michael Bonnell*

Superintendent of Albion Central School,  
do hereby recommend substitutes for the following  
positions:


Certified Substitute Teachers

Non-Certified Substitute Teachers

Non-Instructional: Clerical, Teacher Aide, Monitor  
and Cleaner Substitutes

**ALBION CENTRAL SCHOOL DISTRICT**  
**ALBION, NY 14411**

**TO:** Michael S. Bonnewell, Superintendent of Schools  
Members of the Board of Education

**FROM:** Mary E. Leto,  Assistant Superintendent for Instruction

**DATE:** July 5, 2017

**RE:** Department Chairperson for 2017-2018

---

I am recommending the following 2017-2018 Department Chairperson appointments for your consideration at a stipend of \$2,000 each:

- a. High School English – Kristin Roche
- b. High School Mathematics – Shelly Daggs
- c. High School Science – Ben DeJonge
- d. High School Occupational Education – Sherry Zayac
- e. High School Guidance – Eric Christiansen
- f. High School Social Studies – Alex Veltz
- g. Physical Education – Randy Knaak
- h. Middle School English – Chris Keller
- i. Middle School Social Studies – Bruce Pritchett
- j. Middle School Science – Liz Marquette
- k. Middle School Mathematics – Lisa Castricone
- l. K-12 Foreign Language – Brad Nickerson

Thank you for your consideration.

TO: Mr. Bonnewell  
From: Mr. Peterson  
Date: 6/27/17  
RE: Marching Band Asst. positions

I would like to formally recommend Jonathan Trembley for the 2<sup>nd</sup> assistant director position for the Albion Marching Band during the 2017-18 school year.

Matthew Peterson

A handwritten signature in blue ink that reads "Mr. Peterson". The signature is written in a cursive style with a large, stylized "M" and "P".

TO: Mr. Bonnewell  
From: Mr. Peterson  
Date: 6/27/17  
RE: Marching Band Asst. positions

I would like to formally recommend Lee Preston for the Marching Band Asst. 3 position for the 2017-18 school year.

Matthew Peterson

A handwritten signature in blue ink that reads "Mr. Peterson". The signature is written in a cursive style with a large, stylized "M" and "P".

**ALBION CENTRAL SCHOOL DISTRICT  
ALBION, NY 14411**

**TO:** Michael S. Bonnewell

**FROM:** Daniel Monacelli



**DATE:** June 27, 2017

**RE:** Extra-Curricular Recommendation

---

Please accept my formal recommendation of Samantha Seaman for the Middle School Musical Assistant Tech Position for the 2017-2018 school year.

**Albion Central School District  
Albion, NY 14411**

To: Mr. Mike Bonnewell, Superintendent

From: Randy Knaak, Athletic Director

Date: June 14, 2017

Re: Senior and Junior Life-guards and Instructor Recommendations for the Summer of 2017  
**Summer Swim Program**

---

Position:	Summer Swim Lesson Instructor	<b>Carlos Burroughs</b>
Dates:	07/10/2017 - 08/04/2017	
	Monday – Friday	
Times:	9:00 am – 2:00 pm	
Salary:	\$20 per hour	

Position:	Summer Swim Lesson Instructor	<b>Donald Adams</b>
Dates:	07/10/2017 - 08/04/2017	
	Monday – Friday	
Times:	9:00 am – 2:00 pm	
Salary:	\$20 per hour	

Position:	Competitive Swim Camp Instructor	<b>Jay Kovalski</b>
Dates:	07/05/2017 - 08/03/2017	
	Tuesday, Wednesday and Thursday	
Times:	3:00 pm – 4:30 pm (Grades 6-12)	
Salary:	Based on Number of Participants	

All Lifeguard positions will be filled from the following list of qualified individuals holding updated certification in Lifeguarding/First Aid and CPR/AED.

**Senior Life-Guards**

Donald Adams  
Carlos Burroughs  
Jennie Bennett  
Amy Jessmer  
Kelsey Schmitt  
Kelly Ricker  
Jay Kovalski  
Olivia Neidert  
Lucian Price  
Ann Capacci  
Sarah Graham

**Junior Life-Guards**

Elizabeth Furmanski  
Lauren Becht  
Bailey Maier  
Tyler Kast  
Matthew Kovalski  
Rylie Lear





# ALBION MIDDLE SCHOOL

254 East Avenue

Albion, New York 14411

Main Office: (585) 589-2020

Attendance Office: (585) 589-2021

Student Support Services: (585) 589-2022

Nurse's Office: (585) 589-2023



*"A leader in the business of learning"*

**Daniel A. Monacelli, Principal**

*June 7, 2017*

*Dear Mr. Bonnewell and Board of Education,*

*It is with sadness and joy that I write this letter. As of June 30, 2017, I plan to retire from the Albion Central School District. I am looking forward to the next chapter in my life.*

*Sincerely,*

*Debra A. Wood*



## SUBSTITUTES FOR JULY 10, 2017

### CERTIFIED

NAME	ADDRESS	PHONE	AREA	FINGERPRINT STATUS
Irene Henion			High School and Middle School <i>Cert: Latin</i>	Grandfathered

### NON-CERTIFIED


NAME	ADDRESS	PHONE	AREA	FINGERPRINT STATUS
Jessica Reigle			Elementary, Secondary	Have Clearance

### NON-INSTRUCTIONAL

NAME	ADDRESS	PHONE	AREA	FINGERPRINT STATUS

# Memorandum

To: Board of Education

From: Shawn Liddle 

Date: July 5, 2017

Subject: Early Debt Payment Resolution

---

*Resolved, that the Board of Education appropriate from available fund balance \$2,375,000 for the early retirement of the 2008 Bond Issue CUSIP #013435 in keeping with the NYS Comptroller Audit Recommendation Implementation Plan item Number four (4).*

The district finance committee has discussed over the past two years, an opportunity to utilize surplus fund balance to retire a bond issue that becomes callable during the 2017-18 school year. Attached is a copy of the analysis of the prepayment that was prepared by our financial advisor, Municipal Solutions, Inc. (WBE), which identifies a financial savings of \$290,562 from interest payments avoided. This follows the Recommendation Implementation Plan developed in response to the 2015 Comptroller's Audit. In addition it is in keeping with the Comptroller's recommendation that surplus funds be used for one-time expenditures or to reduce taxes. This appropriation will also aid us in complying with the 4% Unreserved Fund Balance limit.

It is my recommendation that we take this opportunity to reduce our debt and avoid the interest that would otherwise be due over the next five years.

# DEBT SERVICE SCHEDULE

## ALBION CENTRAL SCHOOL DISTRICT ORLEANS & GENESEE COUNTIES, NEW YORK \$6,039,175 SCHOOL DISTRICT (SERIAL) BONDS, 2008

Fiscal Year Ending June 30:	Principal Payment June 15	CUSIP Numbers	Interest Rates	Interest December 15	Interest June 15	Total Interest	Debt Service	Outstanding Bonds
2009	\$339,175	013435DG4	3.500%	\$0.00	\$208,331.87	\$208,331.87	\$547,506.87	\$5,700,000
2010	320,000	013435DH2	3.625%	107,700.00	107,700.00	215,400.00	535,400.00	5,380,000
2011	330,000	013435DJ8	3.625%	101,900.00	101,900.00	203,800.00	533,800.00	5,050,000
2012	345,000	013435DK5	3.625%	95,918.75	95,918.75	191,837.50	536,837.50	4,705,000
2013	355,000	013435DL3	3.625%	89,665.63	89,665.63	179,331.26	534,331.26	4,350,000
2014	370,000	013435DMI	3.625%	83,231.25	83,231.25	166,462.50	536,462.50	3,980,000
2015	380,000	013435DN9	3.625%	76,525.00	76,525.00	153,050.00	533,050.00	3,600,000
2016	390,000	013435DP4	3.750%	69,637.50	69,637.50	139,275.00	529,275.00	3,210,000
2017	405,000	013435DQ2	3.750%	62,325.00	62,325.00	124,650.00	529,650.00	2,805,000
2018	430,000	013435DR0	3.750%	54,731.25	54,731.25	109,462.50	539,462.50	2,375,000
2019	435,000	013435DS8	3.750%	0.00	0.00	0.00	435,000.00	1,940,000
2020	460,000	013435DT6	3.875%	0.00	0.00	0.00	460,000.00	1,480,000
2021	470,000	013435DU3	4.000%	0.00	0.00	0.00	470,000.00	1,010,000
2022	495,000	013435DV1	4.000%	0.00	0.00	0.00	495,000.00	515,000
2023	515,000	013435DW9	4.000%	0.00	0.00	0.00	515,000.00	0
<b>TOTALS</b>	<b>\$6,039,175</b>			<b>\$741,634.38</b>	<b>\$949,966.25</b>	<b>\$1,691,600.63</b>	<b>\$7,730,775.63</b>	

Bonds Called: 6/15/2018

Maturities Called: 6/15/19 - 23

Interest Savings: \$290,562.50

### Amount Due on Call Date:

Regularly Scheduled Principal:	\$430,000.00
Regularly Scheduled Interest:	54,731.25
Called Principal:	2,375,000.00
Call Premium (par call):	0.00
<b>Total Due on Call Date:</b>	<b>\$2,859,731.25</b>

### Additional Fees:

Posting of Call Notice on EMMA by Municipal Solutions, Inc. (est)	\$175.00
Preparation and submission of call notice to DTC by Municipal Solutions, Inc. (est.)	67.50
<b>Total Est. Additional Fees:</b>	<b>\$242.50</b>

**Albion Central School**  
**Albion, New York**

**To:** Board of Education

**From:** Shawn Liddle



**Date:** June 28, 2017

**Subject:** 2017 Winter Athletic Bid

---

**RESOLVED**, that the Board of Education Approve the vendors listed below as the low bidders for the 2017 Winter Athletic Bid.

Vendor	Items	Amount
AdPro Sports	36 items	\$ 1,377.00
BSN Sports	24 items	\$ 182.40
Colorado Time System	5 items	\$ 4,160.00
Jim Dalberth Sporting Goods	18 items	\$ 715.14
Laux Sporting Goods	194 items	\$ 836.74
Medco Sports Medicine	132 items	\$ 2,036.76
Morley, Inc.	47 items	\$ 2,771.17
Riddell	18 items	\$ 301.50
Sportsman's	19 items	\$ 484.10
Toth's Sports	25 items	\$ 5,525.00
<b>TOTAL BID</b>		<b>\$ 18,389.81</b>

(15 companies received bid packets, 11 responded, 1 no bid)

**Albion Central School District - Code of Conduct  
Changes for the 2017-2018 School Year**

Changed on Page 26:

<p>Cell Phones</p> <p>Cellp1</p>	<p>Cell Phones must be turned off and out of sight from 7:45 am to 2:22 pm for middle school and high school students and 9:00 am to 3:25 pm for elementary students. The building administrator or, within a particular learning area, the teacher may set rules that are more or less restrictive.</p>	<p>1</p> <p>First offense: taken away and returned at the end of day to student</p> <p>Second offense: taken away and returned to parent or guardian</p> <p>Third offense: taken away and offense becomes Class 2</p>
<p>Electronic Devices (games, music, video players, I-pods, etc.)</p> <p>Cellp1</p>	<p>Devices must be turned off and out of sight from 7:45 am to 2:22 pm for middle school and high school students and 9:00 am to 3:25 pm for elementary students. The building administrator or, within a particular learning area, the teacher, may set rules that are more or less restrictive.</p>	<p>1</p> <p>First offense: taken away and returned at the end of day to student</p> <p>Second offense: taken away and returned to parent or guardian</p> <p>Third offense: taken away and offense becomes Class 2</p>

Albion Central School District

Student Trip Board Approval

1. Club or organization taking the trip: Albion varsity cross-country team
2. Destination: Pittsburgh, Schenley Oval 3.1, Pittsburgh, PA
3. Means of Transportation: Albion Central School District Bus
4. Company you are associated with, if any: None
5. Cost per student: transportation and hotel room= \$60 per person and students will also be responsible for their meal costs. The families who are economically disadvantaged will be assisted by the Albion track and cross-country booster club. All participants will have an opportunity to fundraise to reduce their individual price through a booster club run-a-thon and bottle drive.
6. Insurance for trip cancellation: All funds for hotel and busing will be returned to the student-athletes if the trip is cancelled. Only the race entry fee is non-refundable.
7. NYS standards that will be addressed on the trip and/or district, building goals, that will be enhanced:  

Standard #3, Resource Management, will be addressed, as the trip is incorporating community resources to enhance student athletes' knowledge of other interscholastic athletic competitions and programs, not only statewide, but regionally also. In keeping with character education goals that Albion Central School focuses on, this trip will help foster character traits such as responsibility, respect, and optimism. Students will learn to work as a team and bond as a cross country family.
8. Students eligible for the trip include possible numbers and grades: Varsity boys and girls team (grades 9<sup>th</sup>-12<sup>th</sup>)
9. Dates: Friday September 8- Saturday September 9, 2017
10. Chaperones: Coach Mark Hryvniak, Coach Tim Archer, Karen Patterson, Michelle Deibel and another chaperone that will be board approved in August (yet to be determined)
11. Emergency plans should a student get sick or any "world event" that would endanger the safety of our students: A permission slip will also be signed by parents saying "In the event of an emergency, I give my permission for emergency treatment". Parents would be contacted as soon as possible.
12. Date on which you will submit to the superintendent and principal your final agenda: August 28, 2017.
13. Emergency calling plan: Chaperones attending the trip will carry a cell phone at all times, along with a list of students emergency contact numbers which will be turned in before departure.



**Memorandum of Agreement by and between the Albion Central School District ("the District") and Workfit Medical, LLC**

WHEREAS, the District is required by New York State law to provide certain health services;

WHEREAS, consistent with that obligation, the District requested proposals from qualified individuals and/or firms to provide the medical services generally ascribed to a New York licensed physician and those duties generally set forth in 8 NYCRR 136.3 ("the Medical Services Proposal"), attached hereto as Exhibit A;

WHEREAS, Workfit Medical, LLC ("Workfit") submitted a bid in response to the Medical Services Proposal;

WHEREAS, in its attached bid, Workfit also agreed to provide all of the services set forth in the District's Medical Services Proposal;

WHEREAS, the District has chosen Workfit's bid, and now wishes to award Workfit with a contract for medical services, subject to the terms of its Medical Services Proposal and Workfit's bid in response to same, for the term of July 1, 2017 to June 30, 2018.

NOW, THEREFORE, the District and Workfit agree to the following:

1. **Services to be provided.** Workfit shall provide to the District all medical services for the 2017-2018 School Year, beginning on July 1, 2017 and ending on June 30, 2018, including those services set forth in Exhibit A and Exhibit B and all medical services otherwise required by New York State and federal law.
2. **Term of the Agreement.** The term of the Agreement shall commence on July 1, 2017 and end on June 30, 2018. The parties hereby agree that thirty (30) days prior to June 30, 2018 they will meet to consider whether to renew the Agreement through June 30 of the following year.

Any such additional year term shall be based upon the same terms and conditions as set forth herein, unless the parties mutually agree to modify those terms and conditions in writing.

3. **Costs, Payment, and Invoicing.** For the Medical Services that Workfit has agreed to provide to the District, the District will compensate Workfit in the amount of \$31,605, to be paid in 12 equal installments of \$2,633.75.

To the extent the District elects to use Workfit to conduct its School Bus Driver physicals and/or other related services, the Parties agree that such services will be separately billed, and the District will be charged pursuant to the fee schedule set forth in Exhibit B for those services.

To the extent the District elects to hire Workfit to provide immunizations, Worker's Compensation services, employment physicals, and/or corporate wellness services, the Parties agree that such services will be separately billed, and the District will be charged pursuant to the fee schedule set forth in Exhibit B for those services.





4. **Rendering Services.** Workfit will render services consistent with the scope of services set forth in Exhibits A and B, including, ensuring a provider is available to respond to school health questions 24 hours a day/7 days a week.

Workfit submits that its physicians and other medical personal that will provide services to the District are fully licensed to practice in New York State, and will provide proof of such licensure upon request. If at any time, Workfit's physicians or other medical personnel lose their license or are disciplined or sanctioned in any way by the New York State Department of Education and/or Health or any other entity, Workfit shall notify the District within five (5) business days. In that event, the District shall have the option of immediately terminating this Agreement.

Workfit may designate how its duties for the District are shared among its members, but must share this information with the District. Workfit must designate one or its members to serve as the School Medical Director, and must communicate that to the District. The District reserves the right to request particular Workfit Personal not perform duties, at its discretion.

Workfit shall comply with all laws, ordinances and rules and regulation that may govern the work contemplated by this Agreement.

5. **Authorized Agents.**

The District designates:

Albion Central School District  
Superintendent of Schools  
324 East Avenue  
Albion, New York 14411

Workfit designates:

Workfit Medical, LLC  
C. Jay Ellie, MD  
1160 Chili Avenue, Suite 200  
Rochester, New York 14624

6. **Insurance.** Workfit shall provide and maintain the following insurance coverage throughout the duration of this Agreement: Medical Professional Liability Insurance @ One Million Dollars (\$1,000,000.00) per occurrence, Three Million Dollars (\$3,000,000.00) general aggregate.
7. **Defense and Indemnifications.** Workfit hereby agrees to defend and indemnify the District and its officers and employees against any and all claims, suits and liability, including attorney fees, which the District may incur as a consequence of the wrongful or negligent acts or admissions of Workfit, or its officers, employees, subcontractors, agents, volunteers, or representatives. If a claim or suite is brought against the District for which Workfit may be responsible, in whole or in part, then Workfit shall be notified and shall have the right to handle or participate in the handling of the defense of such matter.
8. **Dispute Resolution.** In the event a dispute arises with respect to the terms of this Agreement that the Parties are unable to resolve through mutual consultation, the Parties hereby agree to participate in a mediation to resolve the dispute by a third-party neutral prior to seeking recourse before any judicial and/or administrative body or forum.



9. **Termination.** In addition to the Termination provision in Paragraph 4, either party may terminate this Agreement upon thirty (30) days written notice to the other party. If the Agreement is terminated by either party, the District shall only be obligated to pay the pro-rata share of the any and all costs due and owing at that time, consistent with the terms set forth in Paragraph 3.
10. **Prohibits against Assignment.** Workfit shall be prohibited from assigning, transferring, conveying, or otherwise depositing of this Agreement to any other person, entity, organization, or corporation.
11. **Compliance with all Laws.** Workfit agrees that it and all employees working under its direction shall comply with all local, state and/or federal laws, ordinances, rules or regulations which are applicable to its performance of the services required under this Agreement. Furthermore, each and every provision of the law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein, and this Agreement shall be read and enforced as though such were included herein.
12. **Full Agreement.** This Agreement constitutes the full and complete agreement between the parties. The agreement shall not be amended, except by express agreement of each participating school district, and any such amendment shall be in writing. This Agreement may be signed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.
13. **Construction.** This Agreement shall be interpreted and construed in accordance with the laws of the State of New York. In the event that any individual provision is invalidated by law or judicial interpretation, the remainder of this Agreement shall remain in effect to the maximum extent permitted by law.
14. **Authority.** The Parties agree that the signatories of this Agreement hereto have appropriate authority to bind the Parties to the Terms and Conditions of this Agreement.

ALBION CENTRAL  
SCHOOL DISTRICT

WORKFIT MEDICAL, LLC

By:

By:

\_\_\_\_\_  
Signature

Heather Hosking  
Signature

\_\_\_\_\_  
Printed Name

Heather Hosking  
Printed Name

\_\_\_\_\_  
Title

Director of Comprehensive School Services  
Title

\_\_\_\_\_  
Date

6/7/17  
Date



### Exhibit B

#### Additional Services Offered Upon Request

#### Service

#### Price

#### Bus Driver Services:

- |  |                |
|--|----------------|
| • 19A/DOT Bus Driver Physicals           | \$65 Per Exam  |
| • Random Drug/Alcohol Program Management | \$100 Per Year |
| • Drug Test- 5 Panel                     | \$45 Per Test  |
| • Breath Alcohol Test                    | \$25 Per Test  |

#### Immunizations:

- |   |                  |
|---|------------------|
| • Flu Vaccine   | \$25 per vaccine |
| • Hepatitis B Vaccine                                       | \$60 per vaccine |
| • MMR Vaccine   | \$69 per vaccine |
| • Numerous other vaccines and titers available upon request |                  |

#### Occupational Health Services:

- |   |               |
|---|---------------|
| • Pre-employment and annual Physical Examinations | \$65 per exam |
| • Return to Work Physicals                        | \$75 per exam |

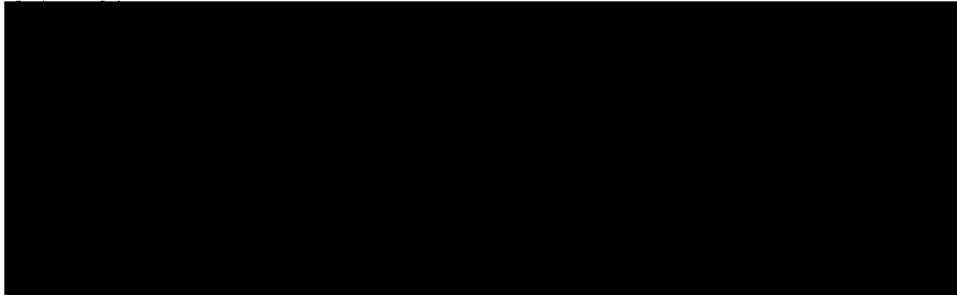
#### Wellness Programs We Offer (Pricing Available Upon Request):

- American Heart Association Professional and Community CPR.
- First Aid and Blood Borne Pathogen/Infection Control Course.
- VFIS Driver Training Course.
- Supervisor Reasonable Suspicion.
- Drug Free Workplace Education
- Blood Pressure Information Sessions.
- Smoking Cessation.
- Biometric Screenings (which includes glucose and cholesterol levels, body mass index, body fat analysis, blood pressure, and pulse oxygen screenings).

Donation:

\$200 - \$300 (approximately) of art supplies to the Elementary School

Given By:



She would like to donate her art supplies to the school.

Ronald L. Sodoma Elementary School  
Albion, New York 14411

Board of Education Report  
July 2017

- ★ **Summer Building Project:** We are amazed by the flurry of work going on in our building this year and we are excited and grateful for all of the wonderful new facility outcomes. In an effort to stay out of the way and still provide consistent service, we have relocated our offices. The elementary office is located in the Nurse's office, and is best accessed by coming in through the B wing door. Many thanks to the technology department for setting up our computers and phones to accommodate this switch.
- ★ **Upcoming communication:** We plan to roll out our new procedures for pick-up and drop off, signing in and signing out of students and traffic patterns in August. We will include this information with our placement letters (which teacher students are placed with for the 2017-2018 school year), along with a volunteer application form, updated Code of Conduct, and reminders for signing up for ReGroup and how to access free/reduced lunch applications.
- ★ **Summer Professional Development:** Faculty professional development this summer focuses on our new Reading Series, Innovative teaching strategies and growth mindset, and the ideas brought forward from Dr. Brown's work. His message and dynamic speaking style truly connected with our teachers, and we are motivated to continue this work in the fall.

---

**Upcoming Elementary Events in July**

Tuesday, July 4 <sup>th</sup>	-	Independence Day
Monday, July 10 <sup>th</sup>	-	Board of Education Meeting ES Conference Room A 7:00 p.m.

**ALBION CENTRAL SCHOOL DISTRICT**  
**Albion, New York**

There is no Middle School Board Report for the month of July due to the transition of Mr. Bradley Pritchard into the Middle School Principal position.

**Albion High School Board of Education Report  
July 10, 2017**

**Albion High School Regents Exam Results – January/June (updated in 2017)**

The data provided here is a compilation of results for students in Regents classes from the past four years (January and June data is combined). The second chart compares Albion in 2017 to the rest of New York State and the rest of Orleans County (last year's averages).

**English Language Arts (Common Core)**

ELA CC	Number taking exam	Number passing exam	Percent Passing	Number at Mastery (85+)	Percent at Mastery
2015	7	7	100%	4	57%
2016	120	107	89%	55	46%
2017	145	126	87%	63	43%

**United States History**

US Hist	Number taking exam	Number passing exam	Percent Passing	Number at Mastery (85+)	Percent at Mastery
2014	148	137	93%	87	59%
2015	141	128	91%	86	61%
2016	111	98	88%	57	51%
2017	152	139	91%	91	60%

**Global History and Geography**

Glob St	Number taking exam	Number passing exam	Percent Passing	Number at Mastery (85+)	Percent at Mastery
2014	155	126	81%	39	25%
2015	163	126	77%	35	21%
2016	175	132	75%	49	28%
2017	180	144	80%	50	28%

**Algebra I Common Core**

Alg1 C C	Number taking exam	Number passing exam	Percent Passing	Number at Mastery (85+)	Percent at Mastery
2014	117	78	66%	1	1%
2015	151	90	60%	1	1%
2016	173	138	80%	4	2%
2017	176	158	90%	20	11%

### Geometry (Common Core)

C C Geo	Number taking exam	Number passing exam	Percent Passing	Number at Mastery (85+)	Percent at Mastery
2014	-	-	-	-	-
2015	87	14	17%	0	0%
2016	124	82	66%	5	4%
2017	144	88	61%	2	1%

### Algebra 2 (Common Core)

C C Alg2	Number taking exam	Number passing exam	Percent Passing	Number at Mastery (85+)	Percent at Mastery
2014	-	-	-	-	-
2015	-	-	-	-	-
2016	51	50	98%	10	20%
2017	52	51	98%	13	25%

### Earth Science

Earth Sci	Number taking exam	Number passing exam	Percent Passing	Number at Mastery (85+)	Percent at Mastery
2014	122	103	84%	41	34%
2015	66	53	80%	24	36%
2016	118	92	78%	32	27%
2017	137	91	66%	38	28%

### Living Environment

Liv Enviro	Number taking exam	Number passing exam	Percent Passing	Number at Mastery (85+)	Percent at Mastery
2014	102	91	89%	39	38%
2015	168	146	87%	43	26%
2016	163	144	88%	34	21%
2017	91	73	80%	17	19%

### Chemistry

Chem	Number taking exam	Number passing exam	Percent Passing	Number at Mastery (85+)	Percent at Mastery
2014	68	57	84%	20	29%
2015	41	34	83%	5	12%
2016	34	30	88%	5	15%
2017	35	21	60%	5	14%



## Physics

Physics	Number taking exam	Number passing exam	Percent Passing	Number at Mastery (85+)	Percent at Mastery
2014	19	18	95%	7	37%
2015	19	16	84%	9	47%
2016*	19	15	79%	5	26%
2017	15	12	80%	6	40%

Submitted by: Matthew Peterson, Building Principal

**ALBION CENTRAL SCHOOL DISTRICT  
ATTENDANCE PERCENTAGES AND ENROLLMENT  
2016-2017 SCHOOL YEAR**

**2015-2016 School Year AND Prior 5 Year Averages (2011-12--2015-16)**

**TO:** Board of Education and Mr. Bonnewell

**FROM:** Amy Castricone, Registrar

**DATE:** June 28, 2017

	HIGH SCHOOL	MIDDLE SCHOOL	ELEMENTARY SCHOOL	MONTHLY	TOTAL		HIGH SCHOOL		MIDDLE SCHOOL		ELEMENTARY SCH		MONTHLY		TOTAL	
							2015-16	5 YR AVE	2015-16	5 YR AVE	2015-16	5 YR AVE	2015-16	5 YR AVE	2015-16	5 YR AVE
SEPTEMBER	95.21% 562	97.02% 430	97.10% 905	96.44% 1897	96.44%	SEPTEMBER	94.62% 597	94.93% 614	97.42% 435	96.84% 461	97.06% 922	97.25% 944	96.37% 1954	96.34% 2019	96.02% 1954	96.02% 2019
OCTOBER	94.16% 562	95.53% 426	95.58% 909	95.09% 1897	95.77%	OCTOBER	92.88% 590	93.51% 609	95.85% 436	96.05% 459	95.28% 923	96.12% 923	94.67% 1949	95.23% 1949	95.77% 1949	95.77% 1949
NOVEMBER	92.63% 562	94.14% 426	94.58% 901	93.78% 1889	95.11%	NOVEMBER	92.12% 590	92.45% 607	95.04% 432	94.65% 459	95.22% 916	95.12% 916	94.13% 1938	94.08% 2006	95.04% 1938	95.04% 2006
DECEMBER	91.14% 556	94.77% 425	94.70% 900	93.54% 1881	94.71%	DECEMBER	90.08% 584	91.16% 604	94.93% 431	94.25% 460	94.60% 918	94.71% 939	93.20% 1933	93.37% 2003	94.99% 1933	94.99% 2003
JANUARY	91.54% 556	94.64% 428	94.60% 902	93.59% 1886	94.49%	JANUARY	90.75% 583	91.59% 597	94.68% 432	93.94% 460	94.58% 918	94.20% 940	93.34% 1933	93.24% 1998	95.12% 1933	95.12% 1998
FEBRUARY	91.62% 562	93.00% 426	94.29% 906	92.97% 1894	94.24%	FEBRUARY	90.95% 585	91.05% 594	93.94% 434	93.89% 461	93.79% 914	94.47% 943	92.89% 1933	93.14% 1997	94.71% 1933	94.71% 1997
MARCH	91.54% 558	94.40% 427	94.42% 908	93.45% 1893	94.12%	MARCH	90.54% 586	90.96% 591	93.91% 434	93.83% 460	93.53% 913	94.41% 913	92.66% 1933	93.07% 1991	94.79% 1933	94.79% 1991
APRIL	91.38% 554	94.22% 428	95.14% 913	93.58% 1895	94.06%	APRIL	90.76% 586	91.11% 589	93.57% 436	94.76% 458	94.08% 912	95.17% 940	92.80% 1934	93.68% 1987	94.92% 1934	94.92% 1987
MAY	90.11% 555	92.96% 427	95.45% 914	92.84% 1896	93.92%	MAY	90.52% 584	90.49% 588	94.18% 437	94.21% 459	94.14% 915	95.28% 939	92.95% 1936	93.33% 1986	94.76% 1936	94.76% 1986
JUNE	91.69% 555	92.88% 426	95.80% 915	93.46% 1896	93.87%	JUNE	89.24% 586	89.91% 590	92.82% 435	93.75% 459	94.79% 915	95.76% 940	92.28% 1936	93.14% 1989	94.31% 1936	94.31% 1989
2016-17 YEAR AVERAGE	92.10% 558	94.36% 427	95.17% 907	93.87% 1892		YEARLY AVERAGE	91.25% 587	91.72% 598	94.63% 434	94.62% 460	94.71% 917	95.25% 934	93.53% 1938	93.86% 1993		

Albion Central School District  
Youth Assistance Program

Background:

I was invited by Carrie O'Neil, Juvenile Adjustment Service Coordinator from D.S.S., to attend a Youth Assistance Program (YAP) presentation at the Orleans County Prison for male inmates. This was an opportunity to get a firsthand view of what some of our students involved in the Person In Need of Supervision (PINS) program may experience, because student assisted to P.I.N.s may be required to attend. Following my visit to the prison, I invited the Albion administration and school counselors to attend a YAP session and eight participated.

YAP is a national program that originated with a small group of inmates who had a desire to affect positive change with at-risk youth, aged 13 and older. Inmates are selected for participation in the program based on very strict criteria and specific guidelines are given to visitors and student participants. There is absolutely no physical contact with inmates. Guards are present. The format of the program is detailed, beginning with an overview of Do's and Don'ts of prison life, followed by a walking tour of the prison, which is led by inmates. Next, inmates are able to tell their personal stories; each is powerful and shares a very different life experience. It is important to note that YAP does not have the "Scared Straight" mentality. The inmates will tell you that scaring someone will change their behavior when the threat is present, but it will have little to no impact when no one is watching. Inmates are able to reflect on their actions that led them to prison. Students are able to relate to the inmates in a way that they may not with educators. Several students from Albion have attended and feedback is mixed. Comments include, "I never want to be there, you can't do anything or see anyone" to "It's better than home....I'd have a bed and food."

The staff that attended the presentation was clearly affected by the inmate's stories. The inmate's honest and sometimes emotional presentation painted a clear picture of life prior to prison and the poor choices that led to incarceration. In talking with staff at D.S.S. and the YAP Coordinator and reviewing students who had previously attended YAP, it was determined that we needed to reach a younger audience.

It has been the practice of the district to have administration meet monthly with D.S.S. workers to monitor and discuss plans for students currently on P.I.N.S. and those student that are being monitored because of at-risk behaviors, i.e., poor attendance, high incidents of discipline referrals, poor engagement within the classroom, etc. In addition, the assistant principals meets regularly to monitor and review at-risk students at each building level. During the 2015-2016 school year, a boys and girls after school group was held each semester. Students were selected based on risk factors associated with poor attendance, failing grades and high frequency of discipline referrals. The focus was to foster a sense of belonging with the hopes of improving attendance and decreasing the frequency of visits to the office for discipline concerns. Students responded well and connections to group leaders were established quickly. It was noted that there was a positive impact on attendance and a slight decrease in referrals. What also increased was the openness of parent communication and the desire parents had to work collaboratively with the school staff. In some cases, parents recognized the needs of their children but articulated they did not have the tools or know how to consistently address these concerns. This small group of parents is seeking our support in helping students to make good choices and form positive habits. The ultimate goal is to have students make good choices and stay out of trouble.

#### Next Step:

The dialog continued and it was determined that to affect sustainable change we needed to include caregivers, D.S.S. preventive workers and the assistant principal at the elementary school level. The after school groups continue; however, for the 2017-2018 year a caregiver group will be added. The goal is to work with a targeted group of guardians/parents and provide support. The afterschool student groups focus on developing appropriate social skills, confidence building, making good decisions and goal setting. This information will be presented to caregivers in an effort to set the expectation, teach the skill and reinforce follow through, creating sustainability.

There is a real fear that students who profile as at-risk may end up incarcerated. It is believed that if we target younger students and provide their caregivers with opportunities to hear from former at-risk youth that are now incarcerated, caregivers will have a heightened awareness, be better informed, more prepared and respond proactively. In turn, we increase the sustainability of the positive changes in attendance, behavior, and sense of belonging that occur during students' participation in the after school group.

So, we needed a way to share the inmate's message with our caregivers. In talking with Carol Cornacchio, Coordinator of YAP in Orleans County, we determined that a video depicting various scenarios created by the inmates could be used to generate discussion. The specific topics would focus on peer pressure, skipping school, stealing and drug use. On June 12, 2017 our staff met with Ms. Cornacchio, Krista Vasile, Deputy Superintendent for Program Services, and Steve Hall, Recreation Program Leader for NYS Dept. of Corrections and Community Programs. The purpose was to determine if production and use of a video would be feasible. The answer was a resounding "yes", with production beginning on July 12<sup>th</sup>. It will be our goal to use this video in our parent/caregiver trainings.

#### Objectives:

- Reinforce the concepts of the district's Mission, Vision and Values
- Review the school's academic and social/behavioral expectations
- Discuss good and poor decision making and consequences as it relates to:
  - School attendance
  - Stealing
  - Use of drugs and alcohol
  - Peer pressure
- Establish a trusting and reciprocal system for communicating with caregivers
- Share ideas, strategies and resources to increase student attendance and decrease discipline referrals
- Assist students and parents in goal setting

The inmates participating in the YAP program have a powerful message to share. It is our belief that by creating an avenue through which their message can be shared with the parents/guardians of our elementary school students, we are being proactive in changing at-risk behaviors before they become habit. This has the potential to have a dramatic, positive impact on our school and larger community as a whole.

Respectfully Submitted,  
Mary Leto