

**ALBION CENTRAL SCHOOL DISTRICT  
ALBION, NEW YORK 14411  
SEPTEMBER 09, 2019 SUMMARY  
OF THE REGULAR BOARD OF EDUCATION MEETING**

**MEETING CALL TO ORDER**

Board President, Mrs. Kathy Harling, called the meeting to order at 7:00 pm.

**PLEDGE TO THE FLAG**

**1. APPROVAL OF AGENDA**

**BOARD APPROVED**

Mr. Bonnewell indicated to the Board that Albion Police Chief Roland Nenni would be providing the Board with some updated information and requested that Chief Nenni speak prior to the Public Forum portion of the meeting.

Chief Nenni reviewed with the Board that the last time he had attended a meeting, the SRO (School Resource Officer) was the topic of discussion. Chief Nenni indicated that the school had participated in a drill last spring which was the largest done in Orleans County. It was huge for the department and enabled them to accomplish an evaluation program by outside agencies reviewing their practices. The evaluation provided responders with the opportunity to improve current practices.

A county event, it involved police, fire and EMS staff. Ordinarily, these departments remain in their own lanes and do not cross. Chief Nenni indicated that they are working toward a smaller scale teaching event which he hopes will be held on a Saturday in the winter.

Chief Nenni reviewed the SRO Program with the Board indicating it had gone beyond expectation. When choosing the right person for the program, Chris Glogowski stood out as a dedicated individual. Interviews were held by the school and Chris was chosen for the position. He is caring and compassionate to students, staff and the community. SRO Glogowski was recently sent to the Child Advocacy Conference in Dallas, Texas. He is now registered with the State and National School Resource Officers.

Chief Nenni spoke of the recent tragedy at the end of the school year. He indicated that it is difficult when tragedy takes place in the middle of the night and ordinarily, staff would come in and learn of it in the early part of the day. An immediate call was made that tied Chief Nenni, SRO Chris Glowgowski and Superintendent Bonnewell together to put a plan in place.

Chief Nenni provided the Board with information regarding the Safe School Conference he had attended with SRO Glogowski, Superintendent Bonnewell and selected ACS staff. The Threat Assessment Program was discussed at the conference. In Albion, a team of law enforcement, school officials, the District Attorney, Mental Health and Social Services representatives gathered and created a team that is activated when there is a threat made. The credibility of the threat needs to be identified and then the best avenue to handle it determined.

Chief Nenni tasked SRO Chris Glogowski with forming the Threat Assessment Team which will be public soon. If you hear or see something, say something - there are threats every day handled in schools.

Chief Nenni indicated that there are changes coming in January. Justice Reform has been passed that provided few things that individuals can be incarcerated for. There are now only 14-15 issues that a person can be jailed for.

Chief Nenni commended the great relationship the department shares with the school.

#### **PUBLIC FORUM**

Mr. Kevin Doherty spoke to the Board regarding Middle Schools Association Accreditation. Hand-outs were provided to the Board defining accreditation and information regarding area districts who have obtained it.

Mr. Doherty indicated that as of this date, he had received no response to his prior questions, the updating of Windows 7 to 8; Smart Schools Act funding and the provision of free lunches to all students.

Mr. Doherty indicated that he was addressing the Board this evening regarding the accreditation process. He indicated that districts spend thousands of dollars for audits. There is relative assurance there is no hanky-panky in the dollar department. The accreditation process begins with a self-study by the school and requires cross-disciplinary input from all staff including custodians, office staff and cafeteria workers. After the self-study is conducted, there is a third-party review to observe school operations and then recommendation is made toward approval of accreditation. It is a multi-year review process that leads to accreditation.

Mr. Doherty indicated that reviews often involve high needs, low wealth districts when reaching industry benchmarks. An honest, self-evaluation with benchmarking is good. Mr. Doherty pointed out the website addresses included in the materials provided for

further exploration. He cited certain accredited schools in New York State such as Huntington Learning Centers and Doodlebugs Daycare Centers. Wheatland Chili School District and LewPort are among other locally accredited districts. The accreditation process happens over years and Mr. Doherty indicated it would be a useful tool for the Superintendent search process when it happens.

## **2. APPROVAL OF BUSINESS ITEMS**

- A. Minutes of August 05, 2019 Regular Board Meeting
- Minutes of August 22, 2019 Special Board Meeting
- Minutes of August 29, 2019 Special Board Meeting
- B. Extra-Classroom Activity Fund Report for July 2019
- C. CSE & CPSE Recommendations
- D. Committee on Special Education Referral Information
- E. Budget Transfer Request
- F. Building Use Requests

Mrs. Weller indicated she had a question on the Budget Transfer as to what these funds were for.

Mr. Bonnewell explained that the Budget Transfer was for the Community Schools Program. The funds are assigned to codes after the programs are chosen and after the state adopts the funds.

Mr. Sidari asked if there were more funds available in this program.

Mr. Bonnewell responded that there are more funds available.

Mrs. Weller asked about the materials/supplies for \$20,000.

Mr. Bonnewell explained what each portion of the budget code represented. He further explained that when a staff member is chosen to supervise a program, there are funds paid to TRS or ERS.

With regard to the Extra-Classroom Activity Report, Mrs. Harling asked if there was going to be an accounting for the clubs.

Mr. Bonnewell reviewed with the Board that the club advisors would be providing an account twice a year on the form that was adopted by the Board. The form has been distributed to advisors.

Mrs. Harling asked at what point of the year the accounting would be provided.

Mr. Bonnewell indicated it would be at the end of January at the semester break and again at the end of the school year.

**BOARD APPROVED**

### **3. CORRESPONDENCE**

Mrs. Harling indicated that there had been no previous correspondence to share with the Board until she received a letter prior to the start of the meeting.

Mrs. Harling provided the Board with a letter from Club Advisor Michael Fahy and Student President Emily Harling proposing the creation of a Recycling Club in the High School.

Mrs. Brown asked if this had been shared with administration.

Mrs. Harling said that they had spoken with Mrs. Ashbery.

Mrs. Weller asked if there was already a recycling club in the high school as she believed both of her children were involved in it.

Mr. Bonnewell indicated there is a recycling program in the elementary school.

Mrs. Starkweather Miller also responded that there is a recycling program in the middle school through FFA.

Mr. Bonnewell reported that the high school recycling program had not been active in ten years.

Mrs. Brown asked if this would be in the Board Report next month.

Mr. Bonnewell indicated that it would be provided once the application was received.

### **4. PRESENTATIONS** - None

### **5. COMMITTEE REPORTS**

#### A. Niagara Orleans School Boards Association - New School Board Member Orientation - July 18, 2019

Ms. Joyce Riley shared with the Board that she had attended the Niagara Orleans School Boards Association New School Board Member Orientation on July 18, 2019. New Board Members were encouraged to work collaboratively; to keep the channels of communication open with staff and community members; and to support Board decisions. She was also able to meet the new Medina school board member.

B. Niagara Orleans School Boards Association Mixer  
August 8, 2019 - Ms. Joyce Riley

Ms. Joyce Riley shared that she had also attended the Niagara Orleans School Boards Association Mixer on August 8, 2019. Mr. Howard Smith was the speaker at the Mixer. He indicated that historically, a new Board Member in their first year is quiet. However, new Board Members should speak up with questions, input and thoughts, understanding that you learn while you perform the role. Ms. Riley also shared information she read to the Board from a card that was given to each member that attended.

C. NYSSBA Mandated School Board Member Training  
- Ms. Joyce Riley

Ms. Joyce Riley also attended the two-day mandated NYSSBA School Board Member Training. There were fifty to sixty people in attendance from all across Western New York. Ms. Riley shared the importance of long-range planning to comply with state and federal law and data use for accountability and student achievement. Through role playing, Board Members were able to put these things into context. On the last day of the training, there was a review of the budget process and changes to stay informed on.

## **6. OLD BUSINESS**

A. Open House Participation

Mr. Bonnewell discussed the schedule of participation with the Board for each of the building Open Houses. Board members were asked to confirm their availability to participate at the Board table for each of the building Open Houses.

B. Additional 2019 Fall Field Experience Placements

A list of additional Field Experience Teachers and Observers was provided for Board members' review.

C. District Goals

- Adoption
- Charge to Buildings

Mr. Bonnewell shared that at the August 29<sup>th</sup> NYSSBA workshop, three goals had been developed by the Board for the District. At the request of Mrs. Weller, Mr. Bonnewell read each of the three goals for students present at the meeting.

Mr. Wadhams asked if the goals had been shared with administration.

Mr. Bonnewell responded that the goals had been developed at the workshop but hadn't been taken to administration for input.

Mr. Wadhams reiterated the goals were what the Board thought but questioned if there should be input.

Mrs. Harling responded that the goals were developed based on the SWOT Analysis that the administrators had participated in; that the analysis provided common issues and strengths.

Mrs. Brown explained that these were Board goals to the buildings and broad areas of focus, allowing for a different interpretation. They allow the building administrators to interpret them to make them successful.

Mrs. Harling indicated that the administrators could be asked to comment on the goals this evening and adopt them at the next meeting. She wanted to develop the goals as soon as possible. She also mentioned the needs assessment and that if we go forward, this would need the detailed views of administration.

Mr. Bonnewell indicated that rather than place the principals in the hot seat, principals should perhaps go back to larger groups - staff and students. The district goals are well designed and goals may be different in each of the buildings. Mr. Bonnewell further indicated the Board has set a direction; the buildings need to decide what they would do to further that.

Mrs. Nesbitt agreed on the Board goals and the SWOT Analysis and believed it okay to approve them.

Mrs. Harling responded if the process of the Needs Assessment is done, it could be short-term and in the interim, a plan is needed.

Mrs. Nesbitt responded that if the Board pursues a Needs Assessment, it should include parents, teachers and students. In the interim, the Board goals would cover this year until a broader strategic plan is implemented.

Mrs. Weller responded that if it wasn't guided, she would agree with Mr. Wadhams, but it helped get to these three goals - the needs assessment from all stakeholders would be a good step.

## **BOARD APPROVED**

### D. Health Representative Group

- Board Representative

Mr. Bonnewell reviewed with the Board that there are group representatives for each of the units regarding the health concerns. Mr. Sidari can no longer continue as a Board representative in the group. Mrs. Nesbitt was previously appointed at a prior meeting as one of the Board representatives. A second Board replacement representative would need to accommodate

meetings scheduled 3:30 pm/3:45 pm. The group met about four times last year. The first meeting this year is scheduled on Monday, September 23<sup>rd</sup>. Mr. Bonnewell indicated he had just reviewed an e-mail from Mrs. Nellie Brown - she would like to meet with the group on that day, after she completes her Tools for Schools review.

**BOARD APPOINTED, Mrs. Linda Weller as the second Board representative for the Health Representative Group and Mrs. Margy Brown and Mrs. Joyce Riley as Alternate Representatives.**

#### E. Board Contact Information

Mr. Bonnewell indicated that in August the Board Contact Information was reviewed for a consensus on how to handle the e-mail information provided on the website and used to communicate with the Board. The Board decided the @albionk12 e-mails were to be used on the website. Requests have been received to do otherwise.

Mr. Wadhams indicated his preference that the e-mail he specifically set up for NYSSBA communication be used. He preferred to use his own e-mail when communicating with NYSSBA and community members so information would not be filtered through the ACS system.

Mrs. Brown indicated a need for solidarity and transparency.

Mr. Wadhams asked how this would be breaking solidarity. People would feel more comfortable contacting him, not the district.

Mrs. Weller commented that anyone with control of an e-mail can read it.

Mr. Wadhams responded that if someone from the community contacted him, he didn't want Mr. Bonnewell to know.

Mr. Bonnewell indicated that a FOIL of e-mails could be done by anyone. He explained that he doesn't access the e-mails. If a FOIL request is made of Mr. Wadhams' e-mails, they are not confidential. Mr. Bonnewell reminded the Board that they are public officials and have no right of privacy when conducting school business. E-mails are a public record once sent or received in a board member capacity and under law, e-mails are FOIL-able but some parts are able to be redacted as law directs.

Mrs. Harling indicated that whatever the reasons are, it requires that the Board is uniform or not.

Mr. Bonnewell further stated that if e-mails are FOILED, they should be kept by law.

Mrs. Weller responded that the district didn't have this before. Any e-mail could be used, personal or not. If FOIL access to all, you have to sort it, happens all the time in companies.

Mrs. Nesbitt indicated she would need assistance on getting in if the Board chose the @albionk12 e-mail.

Mrs. Brown reminded the Board that Mr. Bonnewell had sent a tutorial in writing on accessing the e-mail.

Mrs. Nesbitt indicated she would like to come in with her computer and review this.

Mrs. Harling asked if part of the issue was NYSSBA e-mails.

Mr. Wadhams indicated that a number of updates aren't coming in from NYSSBA. This happened after notification that e-mails were going to be changed with NYSSBA.

Mr. Bonnewell reminded the Board that this is the business of the district.

Mrs. Brown responded that information couldn't come in to her e-mail, it was too bulky so we got the @albionk12 accounts. She reminded the Board it was the consensus last month to use these accounts.

Mr. Bonnewell asked if there was any further clarification needed.

Mrs. Weller asked Mr. Wadhams about his personal e-mail account and indicated information could be automatically forwarded from the school account to his personal e-mail.

## **BOARD APPROVED**

### **7. NEW BUSINESS**

#### A. Personnel

##### 1. Resignation:

- a. Cecilia DeRomanis  
Position: Middle School Monitor  
Effective: 08/20/19

##### 2. Retirement:

- a. Jean Swiercznski  
Position: High School RPN  
Effective: 08/31/20

##### 3. Appointments:

- a. Jacob Delamarter  
Position: Custodial Worker  
Effective: 09/30/19  
Civil Service Classification: Non-Competitive  
Probationary Period: 09/30/19 - 09/29/20  
Salary: \$25,000

4. 2019-2020 Extra-Curricular Appointments:

- a. Karen Dibley  
Position: HS Play 9-12 Costumes
- b. Karen Dibley  
Position: HS Musical 9-12 Costumes

5. Substitutes:

Certified Substitute Teachers

- None

Non-Certified Substitute Teachers

- None

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

- Dawn Voorhees

## BOARD APPROVED

Mr. Bonnewell reviewed that the Board could go through the Book of Resolutions individually or have one of the members go through it on behalf of the Board.

Mr. Sidari indicated he would like the Board to review and cover the topics offered in the workshops, to maybe schedule a night in October to do this.

Mrs. Nesbit responded that the Board needed to take action, to review this on-line, divide and conquer on attending the workshops.

Mrs. Weller asked about going over the Book of Resolutions at the next Board meeting at 6:00 pm instead of taking the building tour.

Mr. Sidari indicated there is also a list of workshops to attend. He asked how many of the Board members were planning to attend the Convention and the Pre-Law and Communications Conferences.

Mrs. Harling asked if the delegate should be appointed at the October meeting.

Mr. Bonnewell indicated that review of the Book of Resolutions and appointment of the delegate would have to be posted as a meeting. He further indicated there may be a deadline for appointment of a delegate. The Board acted to appoint a delegate and alternate.

B. NYSSBA Convention October 24-26, 2019

- Book of Resolutions
- Designation of Voting Delegate, Alternate

**BOARD APPOINTED, Mr. David Sidari as Voting Delegate and Mr. Wayne Wadhams as Alternate Voting Delegate.**

C. Niagara Orleans School Board Association Dues  
For 2019-2020

**BOARD APPROVED**

Mr. Derek Vallese reviewed the 2020 Spring Athletic Bid with the Board. He informed the Board that Randy Knaak had prepared this bid before his retirement and that Adam Krenning had reviewed it. The fall bid will contain some additional items not ordinarily included in this spring bid that Mr. Krenning has determined are needed.

Mrs. Weller asked for an explanation of the Healy Awards.

Mr. Vallese indicated that banners are provided by Healy Awards.

Mrs. Weller asked what is included in the BSN Sports award.

Mr. Vallese indicated that BSN covers primarily jerseys.

Mrs. Weller asked what the Laux bid covers.

Mr. Vallese indicated the Laux bid covers items all over the board. It's really good pricing to provide the most product for the money spent.

Mrs. Sacco asked why the Board has to approve bids if they are already in the budget.

Mrs. Brown responded that it is the Board bid process.

Mr. Bonnewell indicated that only the Board can approve bids.

D. 2020 Spring Athletic Bid

| Vendor                    | Quantity         | Amount              |
|---------------------------|------------------|---------------------|
| Laux Sporting Goods, Inc. | 75               | \$ 2,996.87         |
| Dalberth's                | 15               | \$ 662.13           |
| AAE                       | 6                | \$ 540.00           |
| BSN Sports                | 96               | \$ 3,054.75         |
| Healy Awards              | 18               | \$ 3,330.00         |
| MFAC, LLC                 | 2                | \$ 92.00            |
| Patterson Medical         | 18               | \$ 281.97           |
| Riddell                   | 3                | \$ 1,100.72         |
| Sportsman's               | 57               | \$ 1,392.98         |
| <b>TOTAL BID</b>          | <b>290 items</b> | <b>\$ 13,451.42</b> |

**BOARD APPROVED, the vendors listed above as the low bidders for the 2020 Spring Athletic Bid.**

Mr. Bonnewell reviewed the donations made to the district. Donations of school supplies had come in from Baxter and Community Action. Additionally, the district received Alumni Association donations; one donation given to the Superintendent's Discretionary Fund and one donation of funds provided by an individual who intended their use for the high school library.

Mrs. Nesbitt asked if the district has a school supply drive and if so, how we connect parents to this.

Mr. Bonnewell responded that teachers know best where there is a need and that needs are met.

Mrs. Nesbitt asked if we solicit for this.

Mr. Bonnewell responded that other groups handle this. These groups collect and hand out hundreds of supplies to those in need. After their distribution of supplies, they come to us and ask if the district can use what is left for students. We always accept any donation of supplies offered; we are well cared for by the community.

Miss Leto added information that when homeless students arrive in the district, they are provided with a brand new backpack with supplies.

Mr. Bonnewell added that the Homeless Grant directs that this is done.

Mrs. Weller asked why the Alumni Association copies indicated the enclosure of three checks while only two were included in the packet.

Mr. Bonnewell responded that one check was a donation to the Class of 2019.

Mrs. Weller asked for clarification on what the Superintendent's Discretionary Fund is.

Mr. Bonnewell responded that this fund was started by an Albion Alum for students who couldn't always participate in programs because of financial need. The fund has covered items such as soccer cleats, eyeglasses and trips. The donor has requested to remain anonymous.

#### E. Donations:

- Book-Bags and Box of School Supplies to the Ronald L. Sodoma Elementary School from Community Action
- Monetary donation of \$2,000 from the Albion High School Alumni Foundation to the Superintendent's Discretionary Fund

- Monetary donation of \$500 from the Albion High School Alumni Foundation to the Charles D'Amico High School Library
- Large Box of School Supplies from The Baxter Women's Group to the Ronald L. Sodoma Elementary School

## BOARD ACCEPTED

### F. Social Media

Mrs. Harling indicated that social media is a topic that comes up over and over. She asked the Board their thoughts on revisiting the pros and cons of social media and whether to explore it further.

Mrs. Weller responded that she is all for it; if it's a way for the district to connect with community, why not? Parents would be more informed without going to a website to do it. Facebook updates can be received and followed to get information right away.

Mrs. Nesbitt responded that there is a need to go where people are and social media is the vehicle to do this. She suggested talking with other districts to see what they use and how they handle social media. The Board should decide who would man it, own it, 24/7. She is all for it.

Mrs. Sacco responded that this can't be the only means of communication.

Mrs. Nesbitt responded that it would be only complimentary and that it would provide information such as open houses and plays to community members.

Mrs. Weller responded that her company website is able to have this auto set so that information goes out to Facebook and Twitter. Information can be scheduled out and would not be the only form of communication because people consume it differently.

Mr. Bonnewell shared his concerns regarding social media indicating that it is a world of faceless, lawless individuals not intent on doing the right thing. He reviewed the Croatian issue that took place in the district and that this person was on the police department page, student pages and would likely have been on a school page. He also indicated that it is not possible to shut off Facebook comments. In the comments, anyone can post something derogatory. Do we take the comment down? Challenge it? It can be seen by a number of people, shared and screenshot. It would be one of the school's official vehicles of communication. He reviewed a conversation he had with Mr. Jeff Evoy who had started a school Facebook page. Mr. Evoy said he wished he had never started it. Mr. Bonnewell indicated to the Board that nowhere else is anyone allowed access to this kind of audience anonymously.

Mrs. Riley said that she is a quasi-fan of social media but not really. She believed we may be putting the cart before the horse; that we haven't completely locked down the I.T. protection. This is a lot to handle and we don't have a policy to manage Facebook, who puts information on and takes it down. It is an avenue for sharing but she would be more comfortable once I.T. security was in place. In the NYSSBA paper just received, there was an article that indicated that clicking on the wrong e-mail held certain school boards hostage. Could it happen to us? It would probably not. Mrs. Riley indicated proceed, but with caution.

Mrs. Weller responded that Facebook has its own security and are not on our network. It needs a lot of security.

Mr. Bonnewell responded that Facebook is independent of our servers.

Mrs. Weller responded that one already exists and anyone can claim to own a Facebook Albion School account.

Mrs. Nesbitt responded that a policy is needed to manage everything and that the Board should investigate, form a committee, see what other districts are doing, the pitfalls and advantages. If it's done right with a policy in place, it can be good.

Mrs. Weller responded that she had previously attended a social media workshop. The point of the workshop was that you should own your message, your voice and your action. She indicated that she still has the packet if any of the Board members wanted to review it.

Mrs. Harling asked the Board if a vote should take place to investigate, form a committee; that there is still not enough information to make a decision.

Mrs. Sacco responded that a policy is needed.

Mrs. Brown responded that she is not a social media fan. You cannot control it. She has looked at the Facebook pages of seven to eight different schools. All are outdated - how often do you update? She believes our district is ahead; we step back but there are reasons for it. If the website is updated, can't Facebook be linked to it? There are band and chorus Facebook pages that provide information to students. We have alerts and the Remind App to communicate with the community. She asked how a Facebook page would impact families; as a teacher, how would it benefit them; would a media specialist be hired? There are multiple facets to be explored. She is not a fan but open to discussion about it.

Mrs. Weller responded that there is already a separate page for band and chorus; that they already own and administer it.

Mrs. Brown asked about the amount of time it takes, should there be a media specialist or will a teacher monitor this?

Mrs. Weller responded that you don't do it, just to do it.

Mr. Bonnewell asked what the measured improvements will be for students as a result of this.

Mrs. Nesbitt responded that it could be part of the overall communication plan.

Mrs. Brown responded that it hasn't been bought into in education.

Mrs. Nesbitt said that the measured value would be better educated parents. She loves Remind but this would provide another tool to stay in touch with parents and the community.

Mr. Sidari agreed with Mrs. Brown and further stated that there can be bullying in social media. Anything can be posted on social media; he is not a fan. He further indicated that we have a website and spent a lot time and money improving it.

Mrs. Nesbitt responded that Facebook is really for parents.

Mr. Sidari agreed that the Board should review this, form a committee.

Mrs. Weller added that as the website is updated, it could push out to Facebook with a click of a button. Anti-bullying resources could be provided on social media.

Mrs. Brown indicated she not clear on how the website pushes out to a Facebook page and asked why it couldn't push out to a personal Facebook page.

Mr. Bonnewell explained that this is done through an RSS feed. You sign up to get messages from the website by subscribing to it and liking groups you want to join.

Mrs. Weller indicated that the information is in a general location and that you can notify a number of people of events, you can like and get feeds. She agreed that a committee should be formed.

Mrs. Harling asked if there were Board members interested in searching out information on this. Mrs. Weller and Mrs. Nesbitt expressed interest in serving on a committee. Mrs. Brown and Mrs. Riley also expressed interest in serving.

**BOARD APPROVED, the formation of a committee to include Mrs. Linda Weller, Mrs. Elissa Nesbitt, Mrs. Margy Brown and Mrs. Joyce Riley for the purpose of reviewing social media as it relates to the formation of an Albion Central School Facebook page.**

## G. Volunteers

Volunteer names were submitted for Board Members' information.

## 8. ADMINISTRATORS' REPORTS

### A. Building Principal Reports

Building Principal reports were submitted for Board Members' review.

### B. Superintendent's Report

#### o Erie 1 BOCES

Mr. Bonnewell reviewed with the Board that the district is looking into a full scale policy review by Erie 1 BOCES. This was last done about fifteen years ago. It is important that we are updated on changes. Erie 1 recommends a lot of new policy but some policies are not mandated to be changed. We review the mandated policies closely and recommend revisions to the Board when they come in.

#### o Tools for Schools - Mrs. Nellie Brown

Mr. Bonnewell reviewed with the Board that Mrs. Nellie Brown will be in the district again on September 23, 2019. He e-mailed a reminder to all staff that windows will need to be closed prior to her visit. In an e-mail from Mrs. Nellie Brown, she indicated that she would like to meet with the Health Representatives Group in the afternoon on September 23<sup>rd</sup>. She will not have a full result on the Tools for Schools survey to share that day but will touch base with the group.

#### o Flu Shot Clinic

Mr. Bonnewell shared with the Board that the district will have a Flu Shot Clinic for staff on September 23<sup>rd</sup>. The clinic was confirmed in February of 2019, well before the anticipated visit of Mrs. Nellie Brown on the same day. There should be no conflict with her visit and the clinic.

#### o District Enrollment

Mr. Bonnewell reviewed the district enrollment to date with the Board. There are currently 542 students in the High School; 429 students in the Middle School and 889 students in the Elementary School.

#### o Smart Schools Bond Act Update

Mr. Bonnewell shared a Power Point presentation (including some slides from the state) with the Board providing an update on the progress of the Smart Schools Bond Act. The preliminary steps in preparing submission require a triennial Technology Plan that defines the goals of the district; the district must conduct a planning process that includes all stakeholders; and provide the required

thirty day comment period. A letter of intent follows for capital projects using this funding; for determining eligibility of the capital project; for determining if the project can be streamlined to receive a building permit; to determine if the capital project requires a full review leading to a building permit; and determination of need if districts are applying for Prekindergarten construction or renovation or replacement of transportable classroom units.

The application consists of two elements - an Investment Plan Overview and separate pages for each of the following allowable project types:

- School Connectivity - connect school buildings to high speed broadband
- Community Connectivity - expand learning outside of school and building
- Learning Technology (or Devices) - to acquire learning technology equipment or devices
- Pre-Kindergarten Classrooms - construct, enhance or modernize education facilities
- Replacing Transportable Classrooms - expansion or construction of permanent instructional space to replace transportable classrooms
- High-Tech Security - Install high-tech security features in school buildings and on school campuses

Mr. Bonnewell identified the Smart Bond Act Committee members. Of the \$2,000,000,000 funds available statewide for the New York Smart Bond Act, \$2,238,441 is available to our district. The Act identifies the approved uses, mandates procedures to access the funds and directs the funds are available as districts apply. The funds do not expire. Mr. Bonnewell cautioned that there can be a potential "Funding Cliff" as the funds are available only once with no future plans for funds from the state as items need to be replaced. It is important to use these funds for longer-lasting items. Regular operating funds are used for items that grow obsolete in a short period of time.

Mr. Bonnewell shared that unless teaching a specific technology in a course designed for it, education technology should ALWAYS support, not supplant, content instruction; Technology use needs to be reinforced in a systematic way to retain its benefits; and Technology is useful when it makes instruction faster, more lasting and applicable.

Mr. Bonnewell shared that Our Funds are as follows:

- School Connectivity - we already exceed the state minimum band-width standard (meeting this threshold must be first use of Smart Bond funds.)
- High-Tech Security - our most important and first responsibility is to keep students, staff and guests on the campus SAFE.
- Replacing Transportable Classrooms and Pre-K Classrooms-construct, enhance, modernize  
The District has no transportable classrooms and we have the needed Pre-K classrooms.
- Community Connectivity and Learning Technology (or Devices)  
The Educator Smart Bond Committee will identify and evaluate our current resources and then identify the next steps from classroom educators' point of view.

Mr. Bonnewell shared that the survey teams reviewed the existing technology in each building to determine what is in use, the shortcomings, if any, with the use of the particular technology; what we have and could use except for shortcomings and what is wanted that we don't have.

The results of the survey teams were as follows:

- Expansion of Wi-Fi that had been underway
- Additional Chromebooks and carts
- Professional Development shares at faculty meetings
- Concept for Professional Development Day
- Awareness of additional Professional Development opportunities (Summer PD sessions and development of own programs idea revisited)

In the coming year, the committee will be reviewing the status, where we are; pursuing a Professional Development Day; and continued work with Archi-Technology on long range technology planning, safety and security plan and project and learning technology and devices including their instructional technology specialist.

Mr. Bonnewell reviewed additional information with the Board provided from Archi-Technology including services offered including a Technology Conditions Survey, Comprehensive Technology Plan, Instructional Tech Guidance and Electronic Facility Records.

Mrs. Sacco asked what the timeline is for this.

Mr. Bonnewell responded that there is a meeting with Archi-Technology scheduled on Wednesday and then he will be meeting with the committee.

Mrs. Nesbitt asked how often the committee meets.

Mr. Bonnewell responded that in the spring, the committee meets less often and in the winter a little more. The committee had met six times last year.

Mrs. Nesbitt asked if that was enough; we need to step back. In her opinion, this is a really big opportunity. We have one shot. We need a wish list and forward thinking, think big of the investment down the road; we need a long-term plan and manage it. Succinct communication is needed. The potential funding cliff is self-manufactured. She indicated that she would like to hear back on a monthly basis, have a community member involved, use the expertise of people around us.

Mrs. Brown indicated that our district is buying Chromebooks with budget funds. We built this in and have done it so far within budget means without raising the tax levy.

Mr. Bonnewell added that we could have waited as much as a year for approval through the Smart Bond process but we made it happen and got what was needed. The Archi-Technology Specialist in Educational Technology will come in and show what's out there.

Miss Leto added that more than six sessions is taxing; committee members did not want to choose between committee meetings and student activities.

Mrs. Riley asked for clarification - on whether we have actually submitted for the Smart Bond funds, where we are in the application process. Her understanding is that we don't have a plan out?

Mrs. Sacco added that we have to have everything done first.

Mr. Bonnewell responded that all has to be in sync. The committee needs to determine what is needed.

Mrs. Weller asked how the committee knows what's out there and she questioned that now there is an outside specialist?

Mr. Bonnewell indicated there is an outside specialist.

Mrs. Weller asked if the group did an assessment.

Mr. Bonnewell responded that an assessment was done of what we have six years ago. WiFi was expanded as state testing is now done on Chromebooks along with the district's infrastructure.

Mrs. Weller asked if all servers have been updated and not up to industry standards.

Mr. Bonnewell responded that is a question for Mark Vanacore and the outside specialist.

Mrs. Weller indicated that student data could be obtained by hackers.

Mr. Bonnewell responded that it is all the more reason we need it.

Mrs. Nesbitt asked what the Board could expect next.

Mr. Bonnewell responded that he would update the Board in October after meeting with the Specialist and he is able to get the committee together.

Mrs. Nesbitt asked if the external specialist could present to the Board as well.

Mr. Bonnewell responded that it could be done.

Mr. Bonnewell discussed with the Board the Needs Assessment. On August 29<sup>th</sup> the Board participated in a NYSSBA workshop. The Needs Assessment and Strategic Plan Development are separate but intertwined. There are a number of groups that provide these services. NYSSBA is one of the groups available. The facilitator that worked with the Board was sub-contracted by BOCES. Mr. Bonnewell asked if the Board would like to meet with groups that could facilitate the needs assessment and strategic plan.

Mrs. Nesbitt responded that a Needs Assessment should be done first. The Values and Goals are still relevant but a sound strategic plan is needed along with input from all stakeholders that is truthful and unbiased from a third party such as the NYSSBA group.

Mr. Bonnewell responded that the NYSSBA facilitator from August 29<sup>th</sup> is a sub-contractor to NYSSBA. This is a private business that she conducts.

Mrs. Nesbitt stated that she is fully accredited and data driven. There was a fit, comfort and trust. It has been over ten years since the prior plan and has been a long time coming.

Mrs. Brown indicated that more information is needed. What is a needs assessment? What's involved?

Mrs. Riley added that she wants a presentation.

Mrs. Brown added that the whole concept should be how it benefits kids.

Mrs. Nesbitt indicated the need for focus groups and with data collected, come up with a strategic plan. Goals - what do they mean? Action Items - how do we make them real and measurable?

Mrs. Weller indicated there should be stakeholders including community members.

Mrs. Nesbitt indicated there is value in being heard.

Mr. Bonnewell responded that he could reach out to other schools and to her. What would they do? Cost?

Mrs. Nesbitt thought this is reasonable for the October meeting.

Mrs. Harling also requested adding the Superintendent Evaluation onto the October Meeting Agenda.

Mrs. Brown responded that they had already concluded the Superintendent Evaluation at a prior meeting.

Mrs. Harling replied that there had not been any formal conversation regarding the evaluation; that he should be aware of the expectations going forward.

#### **9. BOARD DATES**

| <b>DAY</b> | <b>DATE</b>      | <b>EVENT</b>                       | <b>TIME</b> |
|------------|------------------|------------------------------------|-------------|
| Monday     | October 7, 2019  | Regular Board of Education Meeting | 7:00 pm     |
| Monday     | November 4, 2019 | Regular Board of Education Meeting | 7:00 pm     |
| Monday     | December 2, 2019 | Regular Board of Education Meeting | 7:00 pm     |

**BOARD APPROVED**

#### **10. EXECUTIVE SESSION WITH THE SUPERINTENDENT**

**BOARD APPROVED**

#### **11. OPEN SESSION**

**BOARD APPROVED**

Mrs. Nesbitt shared that Oak Orchard Health had a representative share the risks of vaping. She asked if the representative could share this with Mr. Bonnewell.

Mr. Bonnewell asked Mrs. Nesbitt to have the rep contact him.

#### **12. ADJOURNMENT**

**BOARD APPROVED**