

FOR DISCUSSION AND APPROVAL

Minutes of the Kenmore-Town of Tonawanda Union Free School District Board of Education Meeting, conducted on Tuesday, December 8, 2015. The meeting was held in the Cafeteria at Kenmore Middle School, 155 Delaware Rd., Buffalo, NY.

**PUBLIC SESSION**

**1. Opening Ceremony**

The meeting was called to order at 5:33 pm Prevailing Time.

**a. Roll Call**

**PRESENT: Board:**

Bob Dana	Trustee
Andrew Gianni	Vice President
Jill O'Malley	President
Christopher Pashler	Trustee
Todd Potter	Trustee

**Others:**

Dawn Mirand	Superintendent
Stephen Bovino	Assistant Superintendent – Human Resources
Gina Santa Maria	District Clerk

**ABSENT:** None

**2. Proposed Executive Session – 5:30 – 6:30 pm**

At the request of President O'Malley, a motion was made by Trustee Dana, seconded by Trustee Potter, to enter into Executive Session at 5:33 pm, inviting Assistant Superintendent Bovino for the purpose of discussing the employment of particular persons and a student matter.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

At the request of President O'Malley, a motion was made by Vice President Gianni, seconded by Trustee Potter, to end Executive Session at 5:58 pm and return to open session.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

**3. Return to Public Session – 6:30 pm**

The meeting was called to order at 6:30 pm Prevailing Time.

**a. Roll Call**

**PRESENT: Board:**

Bob Dana	Trustee
Andrew Gianni	Vice President
Jill O'Malley	President
Christopher Pashler	Trustee
Todd Potter	Trustee

<b>Others:</b> Dawn Mirand	Superintendent
Stephen Bovino	Assistant Superintendent – Human Resources
Robin Zymroz	Assistant Superintendent – Instruction & Student Services
John Brucato	Assistant Superintendent – Finance
Brenda Chmura	Director – Special Education
Gina Santa Maria	District Clerk

**ABSENT:** None

**b. Pledge of Allegiance**

**c. Star Spangled Banner Performed by Band Students from Kenmore Middle School**

**4. Approval of Agenda**

At the request of President O'Malley, a motion was made by Trustee Potter, seconded by Vice President Gianni, to approve the agenda.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

**5. Approval of Minutes**

At the request of President O'Malley, a motion was made by Trustee Pashler, seconded by Trustee Potter, to approve the minutes of the November 10, 2015 Regular Meeting, the November 23, 2015 Special Meeting, and the November 24, 2015 Special Work Session.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

**6. Presentations****a. Kenmore Middle School – Building Literacy Through Music Instruction – E. Thomas**

Principal Thomas gave a brief overview of the presentation, Building Literacy Through Music Instruction, and then introduced music teacher Mrs. Grant and student Abigail Ladik. Mrs. Grant and Abigail presented a lesson on writing a music review.

**b. Special Education Report – B. Chmura**

Director Chmura gave an update on the District's Special Education Program. Data from 2014-15 and the beginning of 2015-16 was reviewed.

**c. Student Recognition – Lion's Club Peace Essay Contest Winners from Hoover Middle School**

At the conclusion of her report, Director Chmura recognized four students from Hoover Middle School, who all placed in the Lion's Club Peace Essay Contest. The students were presented with certificates by President O'Malley and Superintendent Mirand. This year's 1<sup>st</sup> place recipient, Tiffany Simpson, read her award winning essay for Board members.

**d. Presentation on Bangladesh by Ken West Exchange Student – F. Raisa**

Kenmore West Exchange Student, Fariha Raisa gave a presentation on her home country of Bangladesh to Board members, including location, climate, food and culture. Fariha also discussed her experiences in Buffalo and at Kenmore West High School.

**7. Public Comments**

Heather Kopera, 172 Crosby Avenue, commended several District teachers for their outstanding work in providing home instruction for her daughter.

**8. Board of Education****a. Committee Reports**

Trustee Potter reported on the NYSSBA Convention in NYC and President O'Malley attended the Staff Development Center Policy Board meeting last month.

**b. Comments**

Dates were set for a Board Retreat on 12/22/15, and for a special Board meeting on 1/19/16 to approve the exterior window package bid award.

President O'Malley asked Board members if they had any input on documents she shared that were adopted by another District.

President O'Malley requested that a link to Board meeting notices and agendas be posted on the District's Facebook page.

Board members discussed the selection of a 3<sup>rd</sup> party facilitator to present on the Board's composition (size, length of terms, student representative). Several people were brought up as possible choices. Some Board members expressed concern with the cost involved. The decision to select a presenter will be postponed until fees can be determined.

Trustee Potter attended a joint meeting of the Town Board and the School Board in Grand Island. He suggested this be explored with the Town and Village Boards.

Trustee Potter asked Superintendent Mirand if there was an update on the recycling program and solar panels. Facilities Director Tim Ames is researching these topics.

**9. Superintendent’s Report – D. Mirand**

**a. Consolidation Update**

Superintendent Mirand gave the Board an update on consolidation. Recent developments and next steps were reviewed. Consolidation updates will be given at Board meetings.

**b. KTA Agreement [Action Item]**

At the recommendation of Superintendent Mirand, a motion was made by Trustee Dana, seconded by Trustee Potter to approve the tentative agreement between the District and the Ken-Ton Teachers’ Association.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

Trustee Dana commended the District and KTA and KTSEA, whose contract was approved at the last Board meeting, for their willingness to come to an agreement during difficult times.

**c. Instruction & Student Services – R. Zymroz**

**• Special Education District Plan [Action Item]**

At the recommendation of Superintendent Mirand, a motion was made by Vice President Gianni, seconded by Trustee Potter, to approve the District’s Special Education Plan.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

d. Financial Report – J. Brucato

• Long Term Financial Plan Update

Assistant Superintendent Brucato reviewed the District’s financial plan with the Board. He addressed issues such as GEA restoration from the State, reducing the District’s reliance on use of the fund balance to balance the budget, and establishing a capital reserve fund and a new employee retirement reserve fund. Board members asked several questions.

• Comptroller’s Audit

Assistant Superintendent Brucato reported that the Comptroller’s Audit Report was received and reviewed, and he is in the process of writing the District’s corrective action plan, due to the State by February 6, 2016.

• Transportation Report

This report was included in the Board’s packet for their review.

• Food Service Report

This report was included in the Board’s packet for their review.

• Buildings & Grounds Report

This report was included in the Board’s packet for their review.

e. Human Resources – S. Bovino

• Resolution to Terminate Employment [Action Item]

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Trustee Pashler to accept the recommendation of the Section 75 hearing officer to terminate the employment of a particular person.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

• Resolution to Terminate Employment [Action Item]

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Trustee Pashler to accept the recommendation of the Section 73 hearing officer to terminate the employment of a particular person.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

• **Resolution to Approve Separation Agreement [Action Item]**

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Vice President Gianni to approve the Separation Agreement between the District and a particular employee.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

**10. Consensus**

- a. Request to withdraw a specific item(s) from consensus

Trustee Dana asked that bullet 3 of item 10h, First Read of the Revised Policy Manual, be removed from the consensus agenda.

At the recommendation of Superintendent Mirand, a motion was made by Trustee Potter, seconded by Vice President Gianni, to approve items 10b – 10l of the consensus agenda excluding bullet 3 of item 10h.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

Trustee Dana asked that the First Read of the Revised Policy Manual be postponed until the January 12, 2016 meeting.

A motion was made by Trustee Dana, seconded by Trustee Pashler to postpone the First Read of the Revised Policy Manual until the January 12, 2016 Regular Meeting of the Board of Education.

Dana	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

- b. Personnel Actions
- c. Committee on Special Education Minutes
- d. Committee on Pre-School Special Education Minutes
- e. Surplus List – December 2015
- f. Treasurer's Report – October 2015
- g. ICA Report – October 2015

- h. Policy(s)/Regulation(s) – **Second Read**
  - Policy 7513 – Administration of Medication
  - Policy 7521 – Students With Life-Threatening Health Conditions
- Policy(s)/Regulation(s) – **First Read**
  - Revised Policy Manual
- i. Resolution(s)
  - To Appoint Petty Cash Custodian for Hamilton Elementary School
  - To Authorize Superintendent to Execute Professional Contracts
  - To Authorize Superintendent to Sign Change Orders
- j. Booster Club(s)
  - Ken West Boys’ Basketball
  - Ken East Wrestling
- k. Interscholastic Travel Request(s)
  - KE Indoor Track – Cornell University
- l. Textbook(s) – **First Read**
  - English, *Macbeth*, Grades 9-12, Shakespeare, Prestwick House
  - English, *Merchant of Venice*, Grades 9-12, Shakespeare, Prestwick House
  - English, *A Midsummer Night’s Dream*, Grades 9-12, Shakespeare, Prestwick House
  - English, *The Tempest*, Grades 9-12, Shakespeare, Prestwick House
  - English, *Julius Caesar*, Grades 9-12, Shakespeare, Prestwick House
  - English, *Romeo and Juliet*, Grades 9-12, Shakespeare, Prestwick House

**11. Other Matters**

There were none.

**12. Proposed Executive Session**

There was none.

**13. Adjournment**

At the request of President O’Malley, a motion was made by Trustee Potter, seconded by Vice President Gianni, to adjourn at 8:06pm prevailing time.

Dana	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Potter	Aye

MOTION CARRIED 5-0

*Respectfully submitted,*

*Gina Santa Maria*  
 Gina Santa Maria  
 District Clerk