

**BOARD OF EDUCATION MEETING
ALBION CENTRAL SCHOOL DISTRICT
ALBION, NEW YORK 14411
February 05, 2024 SUMMARY
OF A REGULAR BOARD OF EDUCATION MEETING
7:00 pm**

MEETING CALL TO ORDER

Board President, Mr. Wayne Wadhams, called the meeting to order at 7:00 pm.

PLEDGE TO THE FLAG

RECOGNITION

Middle School Student Awards

Drake Schomske - Leadership Award
Thailer Seibert - Character Award

Elementary School Student Awards

Noelle Borello - Leadership Award
(January 08, 2024 BOE Meeting Recognition)

1. APPROVAL OF AGENDA

BOARD APPROVED

A. Public Forum - None

2. BUSINESS ITEMS

- A. Minutes of January 08, 2024 Regular Board Meeting
- B. Treasurer's Report November 2023
Treasurer's Report December 2023
- C. Extra Classroom Activity Fund Report December 2023
- D. CSE & CPSE Recommendations
- E. Committee on Special Education Referral Information
- F. Budget Transfer Requests:
 - \$10,000 - ES Science Field Trips
- G. - \$ 4,500 - Unemployment Insurance Premium
(for Information Only)
- H. Building Use Requests
- I. Fundraiser Request

BOARD APPROVED, business Items A-F.

BOARD APPROVED, business Items H-I.

Board President, Mr. Wayne Wadhams, indicated that Business Item (G) is for information only.

3. **CORRESPONDENCE** - None

4. **PRESENTATIONS**

- A. Academic Focus - Mid-Year Report on Building Goals
Mrs. Angela Conway, Mr. Brad Pritchard
Mrs. Jennifer Ashbery

Mrs. Angela Conway, Elementary School Principal reviewed the 2023-2024 Building Goals for the Elementary School with the Board.

Literacy - By the end of the 2023-2024 school year, the number of students reading on grade level (K-5) will increase by 10% as measured by the STAR early literacy and reading assessment.

Mrs. Conway provided a graph with the 2023-2024 STAR Reading results which compared the beginning of the year to the middle of the school year. There has been growth from the beginning of the year however, she noted that for every two steps forward, we go one step back. The 57% of students at or above grade level at the mid-year point was the same percentage at the end of the last school year. Students needing urgent intervention have gone from 21% at the beginning of the year down to 13% at the mid-year. Staff members are brainstorming ways to increase summer reading, perhaps partnering in a program with the library.

Mrs. Conway also provided graphs showing cohort growth from the fall of 2023 to the winter of 2024. Kindergarten students at or above reading on grade level increased from 43% to 62% and those needing urgent intervention decreased from 17% to 8%; First grade increased from 50% to 63% at grade level and decreased from 13% to 11% needing urgent intervention; Second grade increased from 37% to 54% reading at grade level and decreased those needing urgent intervention from 36% to 21%; Third grade increased reading at grade level from 49% to 62% and decreased urgent intervention needs from 16% to 9%; Fourth grade students reading at or above grade level decreased from 56% to 53% and decreased the number needing urgent intervention from 23% to 16% and Fifth grade increased the number of students at or above grade level from 47% to 53% with a decrease in those needing urgent intervention from 18% to 12%.

Intervention - By the end of the 2023-2024 school year, 100% of grades 2-5 students performing below the DIBELS 8 benchmark for reading fluency will have set personalized goals, and at least 75% of them will show progress toward achieving their goals.

Mrs. Conway shared tables providing reading fluency results from the fall to the winter for grades 2nd through 5th. The tables provided growth based on words per minute for each grade level. The words per minute increase at the mid-year because students learn more. This is not necessarily by grade level but what students can read accurately and understand. At the mid-year, 99% of all 2nd grade students; 95% of all 3rd grade students; 95% of all 4th grade students and 83% of all 5th grade students made growth.

Social-Emotional Learning - By the end of the 2023-2024 school year, Stephen Covey's 7 Habits will be introduced to the school community by implementing a "Habit of the Month" program and integrating it into various aspects of school life.

Mrs. Conway shared that they have been working on the 7 Habits of Happy Kids by providing a 15-minute activity each week which will culminate in a June activity that all students participate in together. Students are currently working on Habit 4: Think Win-Win for the month of February.

Mr. Pritchard, Middle School Principal reiterated the 2023-2024 Building Goals for the Middle School with the Board.

Literacy - SMART Goal: By June 30, 2024, the number of middle school students reading on grade level will increase by 5% as measured by the STAR Assessment. Mr. Pritchard shared that an assessment was being given that would provide a benchmark for students.

Mr. Pritchard provided graphs reviewing the STAR Reading growth for each grade level from fall to the winter. Sixth grade has shown growth in the number of students at or above benchmark with a pattern of movement in a good direction. Seventh grade has not been as strong in growth at or above benchmark but there has been a reduction in the number of students needing urgent intervention. Eighth grade has a similar pattern with the percentage of student growth at or above benchmark decreasing but there was also a decrease in the number of students needing urgent intervention. There tends to be focus on the students needing intervention and/or urgent intervention while students on watch and at or near benchmark are monitored by teachers. The Middle School had an overall 2% increase from fall to winter toward the goal of 5%. There are 194 students in good standing based on the STAR Assessment; 149 students need intervention; 24 students are serviced through Special Education Services; 125 students are serviced through Literacy and AIS services. Additional assessments and performance in ELA and Reading are used to measure growth. Regular reviews of students are made by ELA and Math teachers to monitor which students should receive additional supports based on overall performance and STAR data. Any student needing intervention or urgent intervention will receive AIS services when their schedule allows. Students whose schedules don't allow for AIS are offered after school support on Tuesday and Thursday or by teacher/student request.

Social-Emotional Learning - SMART Goal: By June 30, 2024, the Albion Middle School will establish school initiatives and events to promote the Social-Emotional well-being of students and staff.

Mr. Pritchard shared a list of school initiatives and events that have been taking place in the Middle School. The Bread Man gave a presentation on October 27th which was about spreading kindness. There is a Fall Modified Scholar Athlete Team celebration; the On-A-Roll Program that Mrs. Berg's class facilitates; Perfect Attendance, Awesome Attendance, High Honor Roll, and Honor Roll awards given quarterly; Student Recognition Cards that each teacher writes and provides to students who might need a pick-me-up; and quarterly celebrations.

7 Habits of Highly Effective People - SMART Goal: By June 30, 2024, the Albion Middle School staff will have been provided an overview of the 7 Habits of Highly Effective People.

Mr. Pritchard reported that the Middle School staff are about half-way through the 7 Habits of Highly Effective People.

Mrs. Ashbery, High School Principal provided an update of the 2023-2024 Building Goals for the High School with the Board.

Academic - By June 30, 2024, the student passing rate will increase on the Living Environment, Earth Science, English and Algebra exams by 10% as measured by the January 2024 and June 2024 Regents Examinations.

Mrs. Ashbery shared a table comparing results for Living Environment, Earth Science, English Language Arts and Algebra Regents exams from January 2023, January and June 2023 and January 2024. As of January 2024, there has been one round of Regents exams given. There has been tremendous growth. Algebra is unique in the fall and is a graduation requirement. It reflects the most significant group who struggle in math which is on par with last January's scores.

Instruction - By June 30, 2024, high school teachers will enhance student engagement by implementing two new differentiated instructional strategies during block schedule instruction as measured by department conversations, teacher reflection and informal classroom observations.

Mrs. Ashbery shared that the High School staff have been reviewing the block schedule. An advisement piece has been added after the first and second block for 20-25 minutes. Through the use of the book *Differentiated Instructional Strategies for the Block Schedule*, teachers are reviewing what the block schedule means; Structures, Procedures and Routines which provide the foundation of an effective block schedule; Lesson Planning in the Block Schedule - Best Practices/block schedule instruction models; and continued

development of scope and sequence documents with continued professional development on instructional strategies for the block schedule. Teachers will be reflecting on strategies.

Social-Emotional Learning - By June 30, 2024, high school staff will have a knowledge and understanding of the principles of the Seven Habits of Highly Effective Teens.

Mrs. Ashbery shared that the high school staff have been working to review/refresh the 5 Competencies of Social Emotional Learning and have completed Habit 1: Be Proactive in Steven Covey's "7 Habits of Highly Effective People" (and "7 Habits of Highly Effective Teens").

5. COMMITTEE REPORTS

A. Health & Safety Committee

Board Member, Mr. Schmitt shared that the Health & Safety Committee met. Drills and preparation for future drills are going well. In the winter there are not a lot of drills scheduled. The SRO and Superintendent continue to reach out to other school districts to plan for just in case situations. There were no other major topics of discussion.

B. Finance and Audit Committee

Board Member, Mr. Kast shared that the Finance Committee met and reviewed the 2023-2024 Internal Control Risk Assessment and Control Cycle Audit. There were no major deficiencies noted. A review of the NYCLASS investment returns were reviewed. The district has done well realizing a \$1.6 million dollar return in part because interest rates are currently up. Mr. Rick Recckio pointed out that this is something that will change as interest rates fluctuate. The budget development process has begun with the state proposals out. There will be lower funding but the final budget numbers are not out yet. This will require the district to be conservative in preparing a budget. The Finance Committee will meet again next week. Mr. Recckio will share additional details during this evening's meeting.

At the request of Board President, Mr. Wayne Wadhams, Board Member, Mr. Schmitt explained to the Government and Economics students in attendance at the meeting that packets of information go out to Board Members on the Wednesday or Thursday prior to the meeting on Monday. This enables the Board Members to review the Board Packet material and address any questions or concerns they may have. While it might appear to students that the meeting moves quickly with little conversation, it is because the members have had the opportunity to review Agenda items and talk behind the scenes before the meeting is held. This alleviates many unanticipated questions that can be addressed ahead of the meeting.

6. OLD BUSINESS

A. 2023-2024 Field Placement Notifications

A list of 2023-2024 Field Placement Notifications was provided to Board Members with updated information on placements.

7. NEW BUSINESS

A. Personnel

1. Resignations:

- a. Jennifer Comer
Position: Monitor @ ES
Effective: 01/18/24
- b. Jerry Merriweather
Position: Cleaner @ ES
Effective: 01/26/24
- c. Jacob Delamarter
Position: Custodial Worker
Effective: 02/10/24
- d. Gennaro DiGirolamo, Jr.
Position: Substitute Teacher
Effective: 01/26/24
- e. Mark Skurzewski
Position: Supporting Varsity Track and Field Coach
Effective: 01/18/24

2. 2023-2024 Appointments:

- a. Margaret Stewart
Position: Community School Public Relations Coordinator
Start Date: 02/06/24
Civil Service Classification: Competitive
Probationary Period: 02/06/24 - 02/05/25
Salary: \$60,000 (prorated \$55,154 08/01/23-06/30/24)
- b. Gennaro DiGirolamo, Jr.
Position: Teacher Aide @ MS
Start Date: TBD
Civil Service Classification: Non-Competitive
Probationary Period: TBD, *pending Drug Testing, Physical and TB Test
Salary: \$15.00/hr.

3. 2023-2024 Amended Probationary Period:
 - a. Peter Gaylard
 - Position: Custodian (Grounds)
 - Start Date: 01/01/24
 - Civil Service Classification: Competitive
 - Probationary Period: 01/01/24 - 02/26/24
 - Salary: \$38,603 plus \$1,800 stipend
(stipend prorated 01/01/24-06/30/24)
4. 2023-2024 Extra-Curricular Athletic Appointments:
 - a. Mark Skurzewski
 - Position: Assistant Track (Female) Coach
 - b. Tim Archer
 - Position: Volunteer Softball Coach,
**pending all coaching
requirements are met
5. Substitutes:
 - Certified Substitute Teachers
 - None
 - Non-Certified Substitute Teachers
 - Riley Borkholder
 - Stephanie Keller
 - Gary Moore
 - Sandra Trimmer
 - Non-Instructional: Clerical, Teacher Aide,
Monitor and Cleaner Substitutes
 - None

BOARD APPROVED

- B. 2022-2023 Single Audit Report

BOARD APPROVED, the Independent Auditors Report regarding the Single Audit for the year ended June 30, 2023 as prepared by Mengel Metzger Barr & Co. LLP, Raymond F. Wager, CPA P.C. Division.

- C. 2023-2024 Internal Control Risk Assessment
and Corrective Action Plan

BOARD APPROVED, the Internal Control Risk Assessment Audit for the 2023-2024 school year as prepared by EFPR Group, CPA's, PLLC.

- D. 2024-2025 School Year Calendar

BOARD APPROVED

- E. Orleans Niagara BOCES Board Nominations/Annual Meeting

Board President, Mr. Wayne Wadhams opened the floor for any Board Member interested in being considered for a nomination to the Orleans Niagara BOCES Board. Mr. Wayne Wadhams was nominated and expressed he would be interested in continuing to serve on the BOCES Board.

BOARD APPROVED the nomination of Mr. Wayne Wadhams for the Orleans Niagara BOCES Board seat.

- F. Contract with Hilton Central School District

BOARD APPROVED

- G. Amended Elizabeth J. Rawlings "Mrs. Wizard" Memorial Scholarship

BOARD APPROVED

- H. 2023-2024 Surplus Items for Auction

**SURPLUS ITEMS FOR AUCTION
2024**

- 1-Wooden Kitchen Set including: sink, refrigerator, stove and pretend food/utensils
- 4-Baby dolls
- Wooden puzzles
- 64-purple helmets (past their 10-year expiration)
- 42-white helmets (obsolete and no longer allowed to be used)
- 2-wooden trash cans
- 1-bookshelf
- 9-desk chairs
- 6-student desks
- 1-table
- 26-ceiling speakers on pallet
- 1-Speedaire Air compressor Model 33WC83(HS538000AJ)
- 1-Compressed air dryer
- 1-Bell and Gossett pump

BOARD APPROVED

- I. ARP After School and Community Schools (Middle School Multicultural Night) Event Approval - Update

Event Middle School Multicultural Event - October & October 2023

Individuals: Josefino Paz
Kamie Feder
Theresa Christopher
Sarah McCormick
Jill Scharping
Casey Flynn
Aracely Hernandez
Wynter Dumont
Alicia Wigmore
Marcella Quintana
Lisa Castricone (Omitted from the original list)

Rate: \$25/hour (up to six hours each - to include the event and set up/clean up)

Timeline: October 16, 2023 - November 3, 2023

BOARD APPROVED

J. 2023-2024 Programming Approval Through ARP Grant

The following individuals are recommended to be approved as teachers and/or substitute teachers for programming:

Before & After School 2023-2024:

- Allyson DeBoard (program/ see rate below)
 - Josefino Paz (program/ event/ see rate below)
 - Kamie Feder (program/ see rate below)
 - Mike Jones (program/ \$25/ hour)
 - Tina Burgett (program/ see rate below)
 - Dr. Athena Nichols (program/ see rate below)
 - Bruce Pritchett (program/ see rate below)
 - Janice Scott (program/ see rate below)
 - Julie Keller (program/ see rate below)
 - Brooke Beatty (program/ see rate below)
 - Joan Mrzywka (program/ see rate below)
 - Jaime Beach (program/ see rate below)
 - Kelly Kovalski (program/ see rate below)
 - Cheryl Rightmyer (program/ see rate below)
 - Meghan Kania (program/ see rate below)
 - Benjamin DeJonge (program/see rate below)
 - Sheryl LeBaron (program/see rate below)
 - Amber Sidari (program/see rate below)
 - Cathy Hryhorenko (program/see rate below)
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Historical information:

For before/ after school work - teachers are paid at a rate of \$30 per hour plus a half hour of planning (equaling \$15) for every day a session is held.

For summer work - teachers are paid \$500 per week (4 hours per day and 4 days per week), or at a rate of \$125/ day.

BOARD APPROVED

K. Approval of TIF Participants - Spring 2024

BOARD APPROVED

L. 2022 Capital Improvement Project - Campus Construction
Management Change Order #FO-00071

BOARD APPROVED

M. Donation(s):

- Monetary Donation to the Albion Central School District

BOARD APPROVED

N. Volunteers

A list of volunteers was submitted for Board Members' information.

8. BOE PRESIDENT AND ADMINISTRATORS' REPORTS

A. BOE President Report

Board President, Mr. Wayne Wadhams, shared that Superintendent Edwards had requested a Board President Report be included at each Board meeting.

Board President, Mr. Wadhams reported that a number of ACS Board Members had attended the Niagara Orleans School Boards Association Breakfast. Mr. Wadhams, Mr. Sidari, Ms. Taylor, Mr. Bennett, Mrs. Weller, and Superintendent Edwards all attended representing the Albion Central School District.

Board Member, Mrs. Weller found the NOSBA Breakfast interesting and said that Albion had the largest showing. There appeared to be a focus on one particular district; those attending heard from members of the Legislature and participated in budget discussion.

Board Member, Ms. Taylor also found the breakfast to be of interest indicating it was the first one she had attended. There were many perspectives shared on school safety and information provided regarding a video camera system. Mr. Edwards added that larger districts are using the ZeroEyes camera system; it is hooked to phones and can photograph and message authorities to prevent or minimize incidents to provide faster reporting. The system provides recognition of a weapon and the type being carried by a person.

Board Member, Mr. Bennett shared that he believed that the Board needed to be more cognitive of what is presented to parents and the community; to share what they receive. In May when the community comes to vote, they need to know what the school is trying to do; they need to know what's going on; why they vote. The Board should be transparent, tell the story, not just the numbers on a paper. It's important.

Board President, Mr. Wadhams shared that NOSBA has another event in March regarding Prospective Board Candidates. NOSBA may piggy-back off Erie County. In the Niagara Orleans School Boards Association, only two of the five Orleans County schools are members. On this year's program, it listed Lew-Port, Niagara Wheatfield and Niagara Falls but did not list Albion Central School. The Niagara County School Superintendents were introduced but the Orleans County Superintendent was not even though Superintendent Edwards was a speaker in the program. Mr. Wadhams indicated that the district is not required to remain with NOSBA. Holley and Kendall Schools are both members of the Monroe County School Boards Association. Mr. Wadhams indicated that the Erie County School Boards Association has asked if NOSBA would like to join them. The dues are much higher but it may benefit the schools in NOSBA to join. He asked the Board to think this over for future discussion.

B. Building Principal Reports

Building Principal Reports were submitted for Board Members' review.

C. Attendance Report

The Attendance Report for November 2023 was provided for Board Members' review.

D. Assistant Superintendent for Instruction Report

Assistant Superintendent for Instruction, Mrs. Rebecca Manfreda shared that in January, the New York State Education Department held a statewide webinar workshop at various BOCES locations to share a series of Literacy briefs. The intention of the new literacy briefs is to strengthen knowledge of evidence-based literacy practices in PK-12 education. This ties to the NYS Literacy Initiative. The briefs focused around "The 'Big 6' Skills and Competencies" and how they apply at each level of education.

Over the past three years, the district has increased the explicit instruction in oral language, phonological awareness and phonics. There is continued need to enhance programming and instruction with vocabulary, fluency and comprehension, without forgetting oral language, phonological awareness and phonics, at all levels. Future professional development and curriculum work will incorporate all of these skills and competencies in all grade levels and content areas.

E. Athletic Director's Report

The Athletic Director's Report was submitted for Board Members' review. Superintendent Edwards reiterated the change in the Girls' Basketball Senior Night to February 6, 2024.

Board Member, Mr. Sidari, shared that he attended the Girls' Swim Sectional Crossover. Out of eleven teams, Albion took third place. The girls really performed! He congratulated the team and coaches, Jay Kovaleski and Meghan Kania.

F. Superintendent's Report

Superintendent Edwards shared that he attended All County and provided the opening comments. He was very impressed! From the Elementary School band to the High School performers, it was outstanding. He commended all of the music teachers county-wide.

Superintendent Edwards shared the 2022 Capital Improvement Project Progress Report #11 with the Board. The Executive Summary provides information on progress in the Elementary, Middle and High Schools with photos of projects.

Superintendent Edwards invited Board Members to view the work in the Elementary School D-Wing where quarter inch steel plates in the door frames have replaced areas that were once glass. New doorknobs have been installed and once active will require ID badges to open them. Doors will remain locked. New security doors have been installed in the Elementary D-Wing and E-Wing and the progress report provides photos of the security door hardware. Cooling units have been installed in the Electrical Rooms. The new clock and notification system has been installed in the Middle School which provides a digital reading of the clock. In the next few weeks, a demo will be provided for the Board to see how the notification system works.

Mr. Kast asked if the Capital Project is on schedule. Superintendent Edwards reported that work on the High School Gym and lockers will begin in April; over the summer, work will be done on the Middle School drop-off circle with the soccer and softball fields being ahead of schedule.

Superintendent Edwards indicated a meeting is needed with the Board Policy Committee to review updated policies. Packets of updated policies were available to be shared with committee members; Mrs. Weller, Mr. Kinter and Ms. Taylor.

9. BOARD DATES

DAY	DATE	EVENT	TIME
Tuesday	February 13, 2024	Finance and Audit Committee Meeting	6:00 pm
Tuesday	March 05, 2024 (1 st Tuesday)	Regular Board of Education Meeting	7:00 pm
Tuesday	March 12, 2024	Finance and Audit Committee Meeting	6:00 pm
Tuesday	March 26, 2024	Finance and Audit Committee Meeting	6:00 pm
Tuesday	April 09, 2024 (2 nd Tuesday)	Regular Board of Education Meeting	7:00 pm
Tuesday	April 23, 2024	Annual BOCES Budget Vote & Election	TBD

BOARD APPROVED

10. EXECUTIVE SESSION WITH THE SUPERINTENDENT

BOARD APPROVED

11. OPEN SESSION

BOARD APPROVED

12. ADJOURNMENT

BOARD APPROVED