

# ORCHARD PARK CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

## Regular Meeting & Safety Plan Public Hearing

August 20, 2024

Middle School Auditorium  
60 S. Lincoln Ave., Orchard Park, NY 14221

Board of Education

Members Present: Dr. Jennifer Rogers, President  
Mr. Ryan Anderson, Vice President  
Mr. Steven Comeau  
Mr. Ed Draves  
Mr. Ty Romanello  
Mr. Tom Provost  
Mrs. Karen Sreniawski

Members Excused: Mr. Luke Lippitt, Student Ex-Officio

Others Present: Mr. David Lilleck, Superintendent of Schools  
Mrs. Sarah Hornung, Assistant Superintendent – Curriculum  
Mr. Jeffrey Petrus, Assistant Superintendent – Business  
Dr. Dean Ramirez, Assistant Superintendent – Personnel

Estimated Audience: 5

Dr. Rogers called the meeting to order at 6pm and announced Mr. Petrus will be the acting district clerk in the absence of the district clerk. Dr. Rogers led all present in the Pledge of Allegiance.

### SUGGESTIONS FOR CHANGE TO THE AGENDA

#### Suggestions for Change in the Order of Agenda Items

- Dr. Ramirez attended an addendum to consensus personnel and removed 3.5.A.1.b.1 the recommendation for a long – term sub
- Mr. Petrus stated that there is an amended real property tax calculation sheet
- Mr. Lilleck amended the executive session rationale to include the employment history of a particular a person.

#### Announcements & Points of Pride

- Mr. Lilleck shared the following:
  - Calendar update regarding Regents schedule for June 2025 from the Board of Regents. Exam now on June 11, 2025 and no exams on June 4 of 10, 2025.
  - Thanked Quaker Camp staff and shared the district supported over 270 students.
  - Shared that the Board toured the new athletic complex, concession stand and locker-room upgrades.
  - Mr. Lilleck asked Mrs. Hornung to share an update on inclusive school lunch menus. She shared that Personal Touch, food service provider, will include ingredients in menus and they will now be available on the online menu.
  - First day of school for students is Wednesday, September 5. Staff will return on August 28.

### ANNOUNCEMENTS & POINTS OF PRIDE

**Public Hearing – District Safety Plan** – Mr. Lilleck introduced Dr. Pietrantone and Mr. Roth, district safety-team co-chairs, who presented information on the changes to the safety plan. The plan has been on the district web-side for 30 days as required. They noted that the plan would require an additional approval later in the school year due to new changes coming from the NYSED.

- Questions / Comments from the Board of Education – The Board asked about the fixes for the high school gym speaker and two way radios for communication. The answer is these are both a work in process but should be resolved soon.
- Questions / Comments from the Community – There were four total previously sent comments. No comments from current audience.

### **Consensus Items**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby approves the following consensus items:

**Yes** – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello

**No** – n/a

**Motion Unanimously Carried 7-0**

### **Consensus Minutes**

- July 30, 2024

### **Consensus Financials (attachments #1)**

- Treasurer's Report – June & July 2024, Revenue Budget Detail – June & July 2024, Appropriations – June & July 2024 and Warrant Report – June & July 2024 (attached)

### **Consensus Personnel**

#### **Personnel Considerations – Teachers and Administrators**

##### **Appointments - Probationary and Regular Substitute**

Name	Title	Cert Area / Status	Tenure Area	Initial Location	Type / Effective Date	Salary
<b>Reesor, Luke</b>	For Language teacher	French 7-12 / Initial	French	HS	Full Year Reg Sub 8/28/24 - 6/30/25 LOA - L Edsell	1 B
<b>Joyce, Molly</b>	For Language teacher	Spanish 7-12 / Initial	Spanish	HS	Full Year Reg Sub 8/28/24 - 6/30/25 LOA - C Kuznik	1 B
<b>Boryszak, Dawn</b>	Elem Ed teacher	PreK, K & Grades 1-6 / Permanent	Reading	WE	Part Year Reg Sub 8/28/24 - 12/2/24 LOA-A Maiorana	1 M (30) prorated
<b>Kennell, Carolyn</b>	Elem Ed Teacher	Child Ed Gr 1-6 / Initial	Elem Ed	EL	Part Year Reg Sub 8/28/24 - 12/02/24 LOA - Ellman	1 M (40) prorated
<b>Nowak, Michaela</b>	Reading Specialist	Literacy Gr 5-12 / Professional	Literacy	MS	Probationary 8/28/24 - 8/27/28	2 M
<b>Giopulos, Katherine</b>	Special Ed Teacher	Special Ed / Permanent	Special Ed	Non Pup	Full Year Reg Sub 8/28/24 - 6/30/25	5 M (35)

\* This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

**CONSENSUS  
ITEMS**

**MINUTES**

**FINANCIALS**

**PERSONNEL**

**Appointments – Community Education (Teachers and Others)**

Name	Title / Activity	Effective Dates	Employee Group	Salary / Stipend
<b>Farwell, Robert</b>	Driver Education Director	2024/25	Community Member	\$4,000 of reimbursements for documented expenditures related to disability insurance, life insurance or health insurance incurred
<b>Wolf, Jonathan</b>	Community Ed Director	2024/25	Community Member	\$5,000

**Appointments – Coordinators and Instructional Leaders (Teachers and Administrators)**

Name	Title / Activity	Effective Dates	Employee Group	Salary / Stipend
<b>Hauser, Matthew</b>	Elem Literacy Pilot Lead Teacher (WE)	2024/25	OPTA	\$1,583
<b>Conti, Marci</b>	Elem Literacy Pilot Lead Teacher (WE)	2024/25	OPTA	\$1,583
<b>Chelus, Nicole</b>	Elem Literacy Pilot Lead Teacher (WE)	2024/25	OPTA	\$1,583
<b>Miller, Megan</b>	Elem Literacy Pilot Lead Teacher (WE)	2024/25	OPTA	\$1,583
<b>Koscielniak, Megan</b>	Elem Literacy Pilot Lead Teacher (MS)	2024/25	OPTA	\$1,583
<b>Schurr, Jill</b>	Elem Literacy Pilot Lead Teacher (SD)	2024/25	OPTA	\$1,583
<b>Birmingham, Theresa</b>	Elem Literacy Pilot Lead Teacher (EL)	2024/25	OPTA	\$1,583
<b>Burns, Susan</b>	Elem Literacy Pilot Lead Teacher (EG)	2024/25	OPTA	\$1,583
<b>Clothier, Amy</b>	Elem Literacy Pilot Lead Teacher (EG)	2024/25	OPTA	\$1,583
<b>Musteraite, Shelly</b>	Elem Literacy Pilot Lead Teacher (EG)	2024/25	OPTA	\$1,583
<b>Panepinto, Stacey</b>	Elem Literacy Pilot Lead Teacher (MS)	2024/25	OPTA	\$1,583

**Appointments – Per Diem Substitutes (Teachers and Others)**

Name	Title / Activity	Effective Dates	Certification
<b>Hoerber, Hanna</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Uncertified
<b>Baker, Jean</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Certified
<b>Ridgeway, Brooke</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Certified
<b>Jubulis, Gregory</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Certified
<b>Weinsheimer, Kyle</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Certified
<b>Kennell, Carolyn</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Certified
<b>Daxenbichler, Maria</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Certified
<b>Quintana, Yolanda</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Certified
<b>Avis, Kamryn</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Uncertified
<b>Luczak, Richard</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Certified
<b>Fehringer, Paul</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Uncertified
<b>Rounds, Krista</b>	Per Diem Substitute Teacher	8/7/24-6/30/25	Certified
<b>DelPrince, Suzanne (amend name)</b>	Per Diem Substitute Teacher	7/1/24-6/30/25	Certified
<b>Hodson, Daniel</b>	Per Diem Substitute Teacher	8/14/24-6/30/25	Certified
<b>Hogan, Julie</b>	Per Diem Substitute Teacher	8/14/24-6/30/25	Certified
<b>Shakir, Sayler</b>	Per Diem Substitute Teacher	8/14/24-6/30/25	Uncertified
<b>Gerrity, Hanna</b>	Per Diem Substitute Teacher	8/14/24-6/30/25	Certified
<b>McClintock, Shannon</b>	Per Diem Substitute Teacher	8/15/24-6/30/25	Certified
<b>Brooks, Kaili</b>	Per Diem Substitute Teacher	8/16/24-6/30/25	Uncertified
<b>DeSantis, Ryan</b>	Per Diem Substitute Teacher	7/1/24-6/30/25	Uncertified
<b>Homer, Erin</b>	Per Diem Substitute Teacher	7/1/24-6/30/25	Uncertified
<b>Rathmann, Lauren</b>	Per Diem Substitute Teacher	7/1/24-6/30/25	Uncertified
<b>Lewandowski, Wendy</b>	Per Diem Substitute Teacher	7/1/24-6/30/25	Certified
<b>Richards, Allison</b>	Per Diem Substitute Teacher	7/1/24-6/30/25	Certified
<b>Schadt, Claire</b>	Per Diem Substitute Teacher	7/1/24-6/30/25	Certified
<b>Szczepanski, Sara</b>	Per Diem Substitute Teacher	7/1/24-6/30/25	Uncertified
<b>Dempsey, Gabrielle</b>	Per Diem Substitute Teacher	8/15/24-6/30/25	Uncertified

August 20, 2024

**Appointments – Coaching (Teachers and Others)**

Name	Title / Activity	Effective Dates	Employee Group	Step / Stipend
<b>Reinlander, Connor</b>	Soccer - Assistant JV Boys	Fall 2024	OPTA	Step 4 / \$4826
<b>DeLucia, Steve</b>	Wrestling - Varsity Head Girls	Winter 2024/25	OPTA	Step 4 / \$9703
<b>Senfield, Bridget</b>	Basketball - Program Assistant	Winter 2024/25	Community Member	Step 4 / \$6469
<b>Kwitek, Joe</b>	Basketball - JV Girls <b>RESCIND</b>	Winter 2024/25	Community Member	N/A

**Appointments – Summer**

Name	Title / Position	Rate
<b>Bartels, William</b>	Building Guard	Up to one day @ up to 8.0 hours @ OPSRPA Salary K Schedule
<b>Ramsey, Lori</b>	Teacher Aide substitute	As needed @ Salary B Schedule
<b>Petrinec, Alicia</b>	Building Guard	Up to one day @ up to 8.0 hours @ OPSRPA Salary B Schedule
<b>Young, Stephanie</b>	Substitute teacher	Up to 26 days - 5 hrs / day @OPTA \$3.3.9 (amended hours/day)
<b>Fettes, Christina</b>	Teacher / Social Studies	Up to 26 days - 5 hrs / day @OPTA \$3.3.9 (amended hours/day)
<b>Buckley, Bailey</b>	Teacher / English	Up to 26 days - 5 hrs / day @OPTA \$3.3.9 (amended hours/day)
<b>Senn, Charles</b>	Teacher / Math	Up to 26 days - 5 hrs / day @OPTA \$3.3.9 (amended hours/day)
<b>King, Bailey</b>	Teacher / Science	Up to 26 days - 5 hrs / day @OPTA \$3.3.9 (amended hours/day)
<b>Mapps, Jessica</b>	Teacher / Math	Up to 26 days - 5 hrs / day @OPTA \$3.3.9 (amended hours/day)
<b>Martelli, Damian</b>	Building Guard	Up to one day @ up to 8.0 hours @ OPSRPA Salary K Schedule

**Leaves of Absence (Teachers and Administrators)**

Name	Position	Effective Dates	Comment
<b>Buck, Lindsey</b>	Reading Teacher (MS)	2024/25	Unpaid LOA

**Position Management (Teachers and Administrators)**

Position	Location	Type / Tenure Area	Effective Date
<b>Creation 2.0 FTE Occupational Therapist</b>	District Wide	Occupational Therapist	August 2024
<b>Creation 2.0 FTE Physical Therapist</b>	District Wide	Physical Therapist	August 2024

## **Personnel Considerations – Support Staff**

### **Appointments (Support Staff)**

<b>Name</b>	<b>Position (Initial Location)</b>	<b>Type of Appointment</b>	<b>Effective Date</b>	<b>Compensation (Initial Schedule)</b>
<b>Adams, Kevin</b>	Part-time 10 month School Monitor - WE	Probationary	8/28/24	\$16.03/hr Salary M Schedule
<b>Wick, Victoria</b>	Part-time 10 month Teacher Aide - MS	Probationary	8/28/24	\$16.69/hr Salary M Schedule
<b>Keats, James</b>	Part-time 10 month Teacher Aide - MS	Probationary	8/28/24	\$16.69/hr Salary M Schedule
<b>Renn, Lisa</b>	Lead Transportation Clerk - BG	Probationary	8/5/24	\$25.59/hour Salary H Schedule
<b>Conklin, James</b>	Part-time 10 month Teacher Aide - MS	Probationary	8/28/24	\$16.69/hr Salary M Schedule
<b>Nardone, Melody</b>	Part-time 10 month School Monitor - MS	Probationary	8/28/24	\$16.03/hr Salary M Schedule
<b>Skalski, Rosemary</b>	Part-time 10 month School Monitor - MS	Probationary	8/28/24	\$16.03/hr Salary M Schedule
<b>Lucenti, Lisa</b>	Part-time 10 month Teacher Aide - EL	Probationary	8/28/24	\$18.16/hr Salary J Schedule

### **Appointments (Support Staff Substitutes)**

<b>Name</b>	<b>Title Activity</b>	<b>Effective Dates</b>	<b>Civil Service Title</b>
<b>Heraty, Molly</b>	Support Staff Substitute	7/1/24-6/30/25	Teacher Aide, Clerical
<b>Kish, Joyce</b>	Support Staff Substitute	7/1/24-6/30/25	Teacher Aide, Clerical
<b>May, Cynthia</b>	Support Staff Substitute	7/1/24-6/30/25	Teacher Aide
<b>Cipriani, Donna</b>	Support Staff Substitute	7/1/24-6/30/25	Teacher Aide, Clerical, Monitor
<b>Gourlay, Rebecca</b>	Support Staff Substitute	7/1/24-6/30/25	Teacher Aide, Clerical
<b>Janulewicz, Katherine</b>	Support Staff Substitute	7/1/24-6/30/25	Teacher Aide

## **SPECIAL EDUCATION**

### **Special Education** (attachment #2)

- Recommendation by the Committee on Special Education for **Annual Reviews** of **One (1)** Resident Child
- Recommendation by the Committee on Special Education for the **Initial Educational Placement** of **Three (3)** Resident Children
- Recommendation by the Committee on Special Education for **Amendments** of **Six (6)** Resident Children
- Recommendation by the Committee on Preschool Special Education for the **Preschool Initial Educational Placement** of **Seven (7)** Resident Children
- Recommendation by the Committee on Preschool Special Education for the **Preschool Amendments** of **Three (3)** Resident Children

## **COMMENTS ON CONSENSUS/ REPORTS/ PRESENTATIONS**

### **Comments/Discussion on Consensus and/or Consideration of Items Withdrawn from Consensus, Reports and Presentations**

- **Presentation – Hiring Process:** Dr. Ramirez shared the Districts' Highly Effective Hiring Process. He shared we hire people, not programs. The process begins with a critical eye on the staffing plan and forward thinking and we set purposeful job descriptions with set criteria for each position. The process includes online WNYRIC job board and if needed, outside publications. The appicate process includes a Flip-grid introduction video, cover letter, resume and certification. We next hold a screening round followed by the committee round of interviews. Final steps include reference checks and final interview.

## **Discussion**

- **Surplus/Obsolete Library Books from South Davis Elementary** – Mr. Petrus shared that the South Davis reviewed their library inventory and has several books to be declares surplus/obsolete.
- **Surplus/Obsolete Technology Equipment and Approval of Sale** – Mr. Petrus stated that the technology department would like to declare a laptop as surplus/obsolete. One of our retired employees will be purchasing the laptop at its fair market value (\$50). The laptop is no longer used by the district.
- **Establishment of Real Property Tax Rates for 2024-25** – Mr. Petrus updated the Board on the tax rates. He shared that when 24-25 budget was adopted by the Board of Education in May, it was estimated that the tax cap levy increase would be 3.18% for Orchard Park (the first increase in tax levy in 3 years). At that time, we did not have estimated tax rate impacts for each town as we had no assessed value changes yet from the town. As of August 20, 2024, all assessed values and 2024 equalization rates have been finalized by the towns, so now finalize the tax rates for each town is based on the 3.18% tax levy increase as projected. When setting the tax levy at \$72,048,709, the tax rate in the Town of Orchard Park will increase by \$0.69/1000 or 1.85%.
- **Capital Project Change Order over \$25,000** – Mr. Petrus shared that the change order is for site work at the high school parking lot for \$117,277 and the work will go to Ingalls Site Development, Inc.
- **Internal Audit Corrective Action Plans for 2022 and 2023** – Mr. Petrus shared that the Corrective Action Plans which responds to the findings from the 2022 and 2023 Internal Audit Reports. There was a delay in having the internal audits completed during COVID and this will now bring us back to current.
- **Final Read of Policy 5661: Wellness** - Mr. Lilleck shared that this is the second read of changes to the policy. The changes include: The District Wellness Committee will be responsible for assessing current clubs and activities, extracurricular and curricular programs; Parents will be encouraged to send in healthy treats from an approved district safe snack lists for classroom celebration; The district safe snack lists will be reviewed and maintained annually, inclusion of the safety of students and staff with food allergies and dietary restrictions such as diabetes and food intolerances; and Student will be discouraged from drinking beverages containing caffeine.
- **Zero Emissions Timeline Extension** – The Board reviewed the resolution to request that the requirements are that new school bus purchases zero emission by 2027 and all school buses in operation be zero emission by 2035. The resolution request that the timeline be extended in order to meet the requirements.
- **Board Retreat** – The Board discussed a time/date for their yearly retreat and will be held on October 1<sup>st</sup> at 5:30 pm.

## **Action**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby declares the library books from South Davis Elementary as presented as surplus/obsolete. (attachment #3)

**Yes** – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello

**No** – n/a

**Motion Unanimously Carried 7-0**

## **DISCUSSION**

## **ACTION**

**DECLARATION  
OF  
SD BOOKS  
AS SURPLUS/  
OBSOLETE**

**DECLARATION  
OF TECHNOLOGY  
AS SURPLUS/  
OBSOLETE**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby declares the following technology equipment as surplus/obsolete and approves the sale to a retired employee for \$50.00: Laptop sold to Jim Clark for \$50.00, manufacturer: Dell, model no. 3100 2-in-1, original PO#: 186141Z-21, barcode ID: 3OPDO00223198S, purchase date: 04/16/21 and serial no. J3318D3.

**Yes** – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello

**No** – n/a

**Motion Unanimously Carried 7-0**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

**BE IT RESOLVED:** That the Orchard Park Central School District Board of Education fix the equalized tax rates by town and confirm the extension of taxes as they appear on the following described tax roll

<b>TAX LEVY:</b>	<b>\$72,048,709</b>			
<b>TOWN</b>	<b>Assessed Value</b>	<b>Equalization Rate</b>	<b>Tax Rate/\$1,000AV</b>	<b>Tax Levy By Town</b>
Aurora	\$ 29,257,396	23.00	\$52.412268	\$ 1,533,446.48
Boston	122,934,895	52.00	23.1823349	2,849,919.67
Elma	1,306,073	2.70	446.474875	583,128.78
Hamburg	103,837,278	30.50	39.524005	4,104,065.13
Orchard Park	1,534,806,060	32.00	37.671318	57,818,166.45
West Seneca	107,010,760	25.00	48.219286	5,159,982.49
<b>TOTALS</b>	<b>\$1,899,152,462</b>			<b>\$72,048,709.00</b>

**AND BE IT HEREBY DIRECTED,** that this tax warrant shall be affixed to the above described tax rolls authorizing the collection of said taxes to begin September 16, 2024 and end November 29, 2024 giving the tax warrant an effective period of 75 days at the expiration of which time the tax collector shall make an accounting in writing.

**Yes** – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello

**No** – n/a

**Motion Unanimously Carried 7-0**

**SETTING  
OF  
TAX RATES/LEVY**

**APPROVAL OF  
CHANGE ORDER**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby approves the change order with Ingalls Site Development, Inc. of \$117,277 for phase #1 of the \$114 million capital project: Ingalls Site Development, Inc. (Site Work Contract): High School - Athletic parking lot reconstruction per district request at \$117,277.00

**Yes** – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello

**No** – n/a

**Motion Unanimously Carried 7-0**

**APPROVAL OF  
CORRECTIVE  
ACTION PLANS**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby approves the following 2022 and 2023 Internal Audit Corrective Action Plans:

Orchard Park Central School District Corrective Action Plan - Internal Auditors' Testing Results June 30, 2022 Contact Person: Jeffrey R. Petrus, Assistant Superintendent for Business Phone: (716)209-6209 E-mail: [jpetrus@opschools.org](mailto:jpetrus@opschools.org)

<b>Internal Auditors' Recommendation</b>	<b>Responsible Person Date to be Completed</b>	<b>Corrective Action Planned</b>
To verify the existence of various capital asset items and to test the completeness of the capital asset listing	Asst Supt for Business (Jeffrey Petrus)/Supt of Buildings & Grounds (Bill Bosinski) 2024-25	The Asst. Superintendent for Business * Supt of Buildings & Grounds will work with Asset Control Solutions to ensure that items tagged, are in fact the District's property and that all items should be tagged and the tag numbers should be included on the inventory listing. We will also verify that disposed items are removed from the capital asset listing.
Budget transfers should be reviewed and approved based on Board Policy #5140.	Asst Supt for Business (Jeffrey Petrus) 2024-25	All budget transfers will be reviewed and approved based on Board Policy #5140. All budget transfers in excess of \$20,000 should be approved by the Board. All budget transfers should be reported to the Board.

## **Orchard Park Central School District Corrective Action Plan - Internal Auditors' Testing Results**

**June 30, 2023**

Contact Person: Jeffrey R. Petrus, Assistant Superintendent for Business Phone: (716)209-6209 E-mail: [jpetrus@opschools.org](mailto:jpetrus@opschools.org)

<b>Internal Auditors' Recommendation</b>	<b>Responsible Person Date to be Completed</b>	<b>Corrective Action Planned</b>
To test the accuracy of the District's records and disbursements for fuel purchases from Kurk Fuel	Asst Supt for Business (Jeffrey Petrus)/Director of Transportation (Joe Haier) 2024-25 and ongoing	The Asst. Superintendent for Business & Director of Transportation will work with the GasBoy System and all transportation employees to ensure all employees have unique access codes and record gas usage in fuel logs. Reconcile fuel logs to Kurk Fuel activity monthly, and track vehicle fueling and gas can fill-ups separately.
To review the District's determination of worker's classified as independent contractors	Asst Supt for Business (Jeffrey Petrus)/Asst Supt for HR (Dean Ramirez) 2024-25 and ongoing	It appears the District has classified independent contractors accurately however: Document the process used to determine, document job requirements and duties, use formal written contracts, and maintain a listing of all contractors for each department by fiscal year.

**Yes** – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello

**No** – n/a

**Motion Unanimously Carried 7-0**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby readopts policy 5661 Wellness as follows:

The Orchard Park Central School District is dedicated to creating a nurturing school environment that enhances students' overall wellness. We prioritize the physical, social, emotional, and academic well-being of every student. Through promoting healthy eating habits, encouraging regular physical activity, fostering positive social interactions, and supporting social-emotional learning, we aim to ensure that our students thrive both inside and outside the classroom. By addressing all aspects of wellness, we believe in cultivating an environment where students can achieve their fullest potential academically, socially, and personally.

The District has established a wellness committee to develop the District's proposed local wellness policy, making such policy recommendations for review and adoption by the Board of Education. The District Wellness Committee includes, but is not limited to, representatives from each of the following groups:

- a) Parents;
- b) Students;
- c) Physical Education teachers;
- d) School health professionals;
- e) The District's food service program;
- f) The School Board;
- g) School administrators; and
- h) Members of the public.

The District Wellness Committee will also be responsible for assessing current clubs and activities, extracurricular and curricular programs and policies available in the District, and providing mechanisms for implementation, evaluation, and revision of the policy. In so doing, the Wellness Committee will evaluate and make recommendations which reflect the specific needs of the District and its students.

**Goals to Promote Student Wellness**

The District seeks to ensure all of its students obtain the knowledge and skills necessary to make nutritious food selections and enjoy life-long physical activity. To this end, the District sets forth the following goals relating to nutrition promotion and education, physical activity, and other school-based activities.

**Nutrition Promotion and Education**

- a. Classroom Teaching: Nutrition topics will be integrated within the comprehensive health education curriculum and other instructional areas, as appropriate, and taught at every grade level, K through 12. Nutrition instruction will follow applicable New York State Standards and be designed to help students acquire:
  - 1. Nutrition knowledge, including but not limited to: the benefits of healthy eating; essential nutrients; nutritional deficiencies; food allergies and intolerances; the use and misuse of dietary supplements; and safe food storage, handling, and preparation.
  - 2. Nutrition related skills, including but not limited to: planning healthy meals; understanding and using food labels; critically evaluating nutrition information, environmental sustainability, agriculture and Farm to Table processes, nutritional misinformation, and commercial food advertising; assessing personal eating habits; and setting and achieving goals related to these concepts.
- b) Education, marketing, and promotion
  - 1. As appropriate, the District will promote nutrition education activities that involve parents, students, and the community.
  - 2. The District will promote school and community awareness of this policy through various means, such as a publication on the District website.
  - 3. The District will encourage and promote wellness through social media, newsletters, and community events that feature components of wellness.
  - 4. Marketing and advertising on school campuses during the school day will be consistent with nutrition education and health promotion. As such, schools will restrict food and beverage marketing to the promotion of those foods and beverages that meet the nutrition standards set forth by the Healthy Hunger-Free Kids Act's Smart Snacks in School Rule.
  - 5. The District is cognizant of the fact that certain scoreboards, signs, and other durable equipment it employs may market foods and beverages in a way that is inconsistent with the aims of this policy. While the immediate replacement of such equipment may be impossible due to existing contracts or prohibitive costs, the District will consider replacing or updating such equipment over time to ensure the message it delivers to students regarding nutrition, health, and well-being is consistent.

c) Additional provisions

1. Parents will be encouraged to send in healthy treats from approved district safe snack lists for classroom celebrations. District safe snack lists will be reviewed and maintained annually, inclusive of the safety of students and staff with food allergies and dietary restrictions such as diabetes and food intolerances. For the purpose of inclusive classroom events and celebrations, the district will encourage decisions which “exclude the food, not the child”.
2. School personnel are discouraged from using food as a reward and prohibited from withholding food as punishment under any circumstance.
3. Students will be discouraged from drinking beverages containing caffeine.

Physical Activity

- a) The District will provide opportunities for every student to participate in physical education and to be involved in physical activities. In doing so, the District aims to promote among students the development of knowledge and skills for specific physical activities, the maintenance of physical fitness, regular participation in physical activity, and an understanding of the short-term and long-term benefits from a physically active and healthy lifestyle.
- b) The District will ensure that the following standards are met to achieve its goals relative to physical education and physical activity:
  1. The District will have a Board-approved Physical Education Plan on file with the New York State Education Department that meets or exceeds the requirements set forth in Section 135.4 of the Commissioners of Education's regulations:
  2. The District recognizes the importance of physical education classes in providing students with meaningful opportunities for physical exercise and development. Consequently, the District will ensure:
    - (a) All physical education classes are taught or supervised by a certified physical education teacher.
    - (b) All physical education staff receive professional development on a yearly basis.
    - (c) Interscholastic sports, intramural sports, and recess do not serve as substitutes for a quality physical education program.
    - (d) Students are afforded the opportunity to participate in moderate to vigorous activity for at least 50% of physical education class.
    - (e) It provides adequate space and equipment for physical education and conforms to all applicable safety standards.
    - (f) A sequential physical education course of study consistent with national standards for physical education is implemented, with a focus on students' development of motor skills, movement forms, and health related fitness.
    - (g) A physical and social environment is provided that encourages safe and enjoyable activity for all students, including those who are not athletically gifted.
    - (h) Activities are adapted to meet the needs of students who are temporarily or permanently unable to participate in the regular program of physical education. In doing so, the District will abide by specific provisions in 504 Plans and/or individualized education programs (IEP).
    - (i) All students, including students in need of adaptive physical education, will be encouraged to participate in physical fitness programs and competitions.
  3. All students will be required to fulfill the physical education requirements set forth in the regulations of the Commissioner of Education as a condition of graduating from the District's schools.
    - (a) K-3: All pupils in grades K-3 shall attend and participated in physical education on a daily basis (120 minutes per calendar week exclusive of any time that may be required for dressing and showering for K-6 buildings).
    - (b) 4-6: All pupils in grades 4-6 shall attend and participated in physical education not less than three times per week (120 minutes per calendar week exclusive of any time that may be required for dressing and showering for K-6 buildings)
    - (c) 7-12: All pupils in grades 7-12 shall attend and participated in physical education for not less than three times per week on one semester, and not less than two times per week in the other semester.
- c) All classroom teachers, and particularly those engaged in the instruction of Pre-K through 8 students, are strongly encouraged to incorporate into the school day short breaks for students that include physical activity, especially after long periods of inactivity. This physical activity period will not be limited to physical education classes. Project ACES, etc. This requirement will not apply on days where students arrive late, leave early, or are otherwise on campus for less than a full day.

d) Physical activity will not be withheld for disciplinary action by teachers or staff unless the student is a danger to him/herself or others, and authorized by the building principal. Recess or other physical activity time will not be cancelled for instructional make up time. Recess has physical and social emotional benefits, therefore, recess cannot be replaced by other physical activity such as walking laps.

#### Other School-Based Activities

The District is committed to establishing a school environment that is conducive to healthy eating and physical activity for all. The District will, therefore, adopt the following standards:

##### a) Federal School Meal Programs

1. The District will participate to the maximum extent practicable in available federal school meal programs (including the School Breakfast Program, National School Lunch Program, and Summer Food Service Program). Food served through these programs will meet all applicable federal and state standards.

2. The District will ensure that food service directors, managers, and staff are provided with annual professional development in the areas of food and nutrition consistent with USDA Professional Standards for State and Local Nutrition Programs. District food service staff will survey students once annually to solicit feedback on the school breakfast and/or school lunch program(s). Professional development will include training on food allergies and intolerances, cross- contamination and handling of food allergens, and signs and symptoms of anaphylaxis.

##### b) Access to School Nutrition Programs

The District will utilize a system of student payment that ensures all eligible students have access to free/reduced meals in a non-stigmatizing manner.

##### c) Meal Environment

The District will ensure:

1. School dining areas have sufficient space for students to sit and consume meals.
2. School dining areas are clean, safe, and pleasant environments that reflect the social value of eating.
3. Enough serving areas are provided to ensure student access to school meals with a minimum of wait time.
4. All students have a scheduled lunch period, unless excused by a parent.
5. Lunch times are scheduled near the middle of the school day.
6. Students are given adequate time to eat healthy meals.
7. Students with food allergies, dietary restrictions, intolerances and religious observances are ensured a meal modification and meal options inclusive of their needs.
8. Students and staff have access to free, safe, and fresh drinking water throughout the school day and where school meals are served.
9. Allergy safe tables and chairs are clearly identified and maintained for safety.
10. Students will have access to hand washing stations, cleaning supplies and wipes for additional safety measures when needed.

##### d) Community Access to District Facilities for Physical Activities

School grounds and facilities will be available to students, staff, community members and organizations, and agencies offering physical activity and nutrition programs consistent with District policy, including provisions regarding conduct on school grounds and administrative approval of use by outside organizations.

##### e) Community Partnerships

The District will enhance relationships with community partners in support of this wellness policy's implementation. Existing and new community partnerships will be evaluated to ensure they are consistent with this policy and its goals.

#### **Nutrition Guidelines**

In an effort to encourage healthy life-long eating habits by providing foods that are high in nutrients, low in fat and added sugars, and of moderate portion size, the District Wellness Committee will recommend nutrition standards to be set for all foods and beverages available on school campus. For purposes of this section, the school day is defined as the period from the midnight before, to 30 minutes after the end of the official school day.

#### School Meals

School meals will, at a minimum, meet the program requirements and nutrition standards of the School Breakfast and National School Lunch Programs. When possible, schools meals will incorporate locally grown and produced foods.

#### Fundraising

a) All food and beverages sold as a fundraiser during the school day will meet the nutritional requirements listed in the USDA Healthy, Hunger-Free Kids Act "Smart Snacks in Schools" Rule. Fundraising food and beverage sales shall not compete with our regular school food service program during the breakfast and lunch serving hours of the school day.

b) School-sponsored fundraisers conducted outside of the school day will be encouraged to support the goals of this policy by promoting the sale of healthy food items (fresh fruit and produce) and/or non-food items, such as water bottles, plants, etc., and by promoting events involving physical activity.

### Competitive Foods

a) Competitive foods--which include all foods and beverages sold outside the school meal programs, on the school campus in student accessible areas, and at any time during the school day--will follow, at a minimum, the nutrition standards specified by the Healthy, Hunger-Free Kids Act. These standards will apply to all foods and beverages sold individually and outside of the reimbursable school meal, including vending machines, school stores and cafeteria a la carte lines. Offerings will be inclusive of students with food allergies and intolerances.

b) Additionally, the District will not sell foods of minimal nutritional value in the student store, from a machine, or anywhere in the building from the beginning of the school day until the end of the last lunch period. Prohibited foods include: soda water, water ices (excluding ices containing fruit or fruit juices), chewing gum, hard candy, jellies, gums, marshmallow candies, licorice, fondants (soft mints, candy corn), cotton candy, and candy coated popcorn.

### **Implementation and Evaluation of the Wellness Policy**

a) The District will establish an implementation and evaluation plan for this policy in order to monitor its effectiveness and the possible need for modification over time. To this end, the District designates the following individuals to have operational responsibility for ensuring that the District meets the goals and mandates of this policy: Assistant Superintendent for Business, Assistant Superintendent for Curriculum, Food Service Director, Director of Physical Education & Athletics, and building principals.

b) These designated staff members will also serve as liaisons with community agencies in providing outside resources to help in the development of nutritional education programs and promotion of physical activities.

c) The District will annually report on the progress each of its schools has made toward meeting the goals of this policy. Such report will include:

1. The website address for the wellness policy and/or information on how the public can access a copy;
2. A description of each school's progress in meeting the wellness policy goals;
3. A summary of each school's local school wellness events or activities;
4. Contact information for the leader(s) of the Wellness Committee; and
5. Information on how individuals can get involved in the Wellness Committee's work.

This report will be provided to the Board and also distributed to the Wellness Committee, parent-teacher organizations, building principals, and school health services personnel within the District. The report will be available to community residents upon request.

d) Evaluation and feedback from interested parties, including an assessment of student, parent, teacher, and administration satisfaction with the wellness policy, are welcomed as an essential part of the District's evaluation program.

e) The District will document the financial impact, if any, to the school food service program, school stores, and vending machine revenues based on the implementation of the wellness policy.

f) Assessments of the District's wellness policy and implementation efforts will be repeated on a triennial basis. The assessment will include:

1. Compliance with the wellness policy;
2. How the wellness policy compares to model wellness policies; and
3. Progress made in attaining the goals of the wellness policy.

g) The District will, as necessary, revise this wellness policy and develop work plans to facilitate its implementation.

### **References:**

[Guidelines for Managing Allergies and Anaphylaxis in Schools 2024](#), NYSED

[USDA Accommodating Children with Disabilities in the School Meal Programs](#), USDA

Policy 7521 (Students with Life-Threatening Health Conditions)

42 USC § 1758b

7 CFR § 210.11

79 FR 10693

Education Law § 915

8 NYCRR § 135.4

**Yes** – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello

No – n/a

**Motion Unanimously Carried 7-0**

**ADOPTION  
OF TIMELINE  
EXTENSION  
RESOLUTION  
FOR ZERO  
EMISSION  
BUSES**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following resolution:

**WHEREAS:** In New York State (NYS) a new law was passed in the 2022-23 state budget requiring all public schools to begin purchasing Zero Emission School Buses in 2027. The law was created in order to help NYS meet the lower emissions targets of the Climate Leadership and Community Protection Act (CLCPA). The requirements are that new school bus purchases be zero emission by 2027 and all school buses in operation be zero emission by 2035.

**WHEREAS,** a single large electric bus is expected to cost approximately \$400,000 at base price, and a single small electric bus is expected to cost approximately \$250,000 at base price, and the current electric infrastructure is not prepared to handle the intended mandate; and

**WHEREAS,** the full replacement of our current fleet with zero-emission buses is estimated to cost \$23,500,000, significantly impacting our District's budget and the tax burden on our community; and

**WHEREAS,** the local community's share of our tax base will have to take on the burden of this increase in our transportation costs; and

**WHEREAS,** the current electrical infrastructure in our District is not yet capable of supporting a full fleet of electric buses, necessitating substantial upgrades for which state support is essential and the cost is unknown but early estimates are between \$15,000,000 and \$20,000,000; and

**NOW, THEREFORE, BE IT RESOLVED,** the Orchard Park Central School District Board of Education urgently requests that the State of New York provides increased flexibility in the implementation time line of the zero-emission bus mandate and substantial financial support to cover the difference in costs between electric and gas/diesel buses. This support should extend to necessary upgrades in electrical infrastructure to accommodate the charging of these buses.

**BE IT FURTHER RESOLVED,** the Orchard Park Central School District Board of Education seeks an active partnership with state and federal representatives to discuss feasible and sustainable implementation strategies that will not unduly burden our local taxpayers.

**BE IT FURTHER RESOLVED,** that this Resolution shall be transmitted to Governor Hochul, the NYS Department of Education and to the United States House of Representatives and Senate representing the families in the Orchard Park Central School District and to NYPERDA, the state agency tasked with creating a road map to assist with this law being instituted.

**ADOPTED** by the Board of Education of the Orchard Park Central School District, Erie County, NY, at the public work session meeting thereof, held this 20<sup>th</sup> day of August, 2024.

**Yes – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello**

**No – n/a**

**Motion Unanimously Carried 7-0**

**ADOPTION  
OF DISTRICT  
SAFETY PLAN**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

**RESOLVED:** That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby adopts the 2024-25 District Safety Plan as written. (attachment #4 )

**Yes – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello**

**No – n/a**

**Motion Unanimously Carried 7-0**

**Public Comment / Correspondence**

- A member of the audience commented on the cost of the Washington DC trip for 8<sup>th</sup> graders. Requested a breakdown of all costs of the trip by the outside vendor.
- Correspondence – Re: Thank you letter from resident to Board (attachment #5)

**PUBLIC  
COMMENTS****Executive Session**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to enter executive session at 7:29 pm for the employment of a particular person and the annual evaluation of the superintendent.

**Yes** – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello

No – n/a

**Motion Unanimously Carried 7-0**

**EXECUTIVE  
SESSION**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to adjourn executive session at 8:26 pm

**Yes** – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello

No – n/a

**Motion Unanimously Carried 7-0**

Dr. Rogers called the meeting back to order at 8:26 pm

**ADJOURNMENT****Adjournment**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to adjourn 8:26 p.m.

**Yes** – Rogers, Anderson, Sreniawski, Provost, Comeau, Draves and Romanello

No – n/a

**Motion Unanimously Carried 7-0**

Respectfully submitted,

Jeffrey Petrus  
Acting District Clerk

**Minute Attachments**

1. Financials
2. Special Education
3. SD Books
4. Safety Plan
5. Correspondence

**Other Attachments**

Official Meeting Announcement

Agenda