

Warsaw Central School Board of Education

Regular Meeting Agenda for January 10, 2023 at 6:30 p.m.

- I. Call to Order and Roll Call***
- II. Pledge of Allegiance to the Flag***
- III. Public Comments***
- IV. Spotlights***
 - A. Director of Special Services Report***
 - B. Elementary School Principal Report***
 - C. Middle School Principal Report***
 - D. High School Principal Report***
- V. Approve Minutes for December 13, 2022***
- VI. Communications***
- VII. Superintendent's Reports***
- VIII. Unfinished Business***
- IX. New Business***
 - A. Approve Revised Corrective Plan for the Year End 6/30/22 Audit***
 - B. Authorize Transportation Bid***
- X. New Items By Board Members***
- XI. Approve Special Education Recommendations***
- XII. Personnel***
 - A. Personnel Schedule 543***
- XIII. Adjournment***

The regular meeting of the Warsaw Central School Board of Education was called to order at [REDACTED] p.m. in the Middle/High School Building by [REDACTED], Board President.	Call to Order
Members Present: [REDACTED]	Roll Call
Members Absent: [REDACTED]	
Others Present: [REDACTED]	
[REDACTED] led the Pledge of Allegiance to the Flag.	Pledge to Flag
	Public Comment
Director of Special Services Report – Elementary School Principal Report – Middle School Principal Report – High School Principal Report –	Spotlights
Moved by [REDACTED], seconded by [REDACTED] that the Board approve the minutes for the meeting of December 13, 2022, as written. Motion Carried: Yes [REDACTED], No [REDACTED], Abstain [REDACTED].	12/13/22 Minutes Approved
	Communications
Mr. Wilkins reported on:	Supt.'s Reports
Moved by [REDACTED], seconded by [REDACTED] that the Board approve the Revised Corrective Action Plan for the Year End 6/30/22 Audit as submitted. Motion Carried: Yes [REDACTED], No [REDACTED], Abstain [REDACTED].	Revised Year End 6/30/22 Audit-Corrective Action Plan Approved
Moved by [REDACTED], seconded by [REDACTED] that the Board authorize the District Clerk to advertise for transportation bids for an out-of-district placement. Motion Carried: Yes [REDACTED], No [REDACTED], Abstain [REDACTED].	Transportation Bid Authorized
Moved by [REDACTED], seconded by [REDACTED] that the Board appoint [REDACTED] as Clerk Pro Tem for the remainder of the Board Meeting. Motion Carried: Yes [REDACTED], No [REDACTED], Abstain [REDACTED].	Clerk Pro Tem Appointed

<p>The District Clerk was dismissed at [REDACTED] p.m. and the following took place as recorded by, Clerk Pro Tem.</p> <p style="text-align: right;">Tawnnee Conley District Clerk</p>																																																	
<p>Moved by [REDACTED], seconded by [REDACTED] that the Board enter Executive Session at [REDACTED] p.m. for the purpose of discussing Choose an item.. Motion Carried: Yes [REDACTED], No [REDACTED], Abstain [REDACTED].</p>	Executive Session																																																
<p>Moved by [REDACTED], seconded by [REDACTED] that the Board resume regular session at [REDACTED] p.m. Motion Carried: Yes [REDACTED], No [REDACTED], Abstain [REDACTED].</p>	Regular Session																																																
<p>Moved by [REDACTED], seconded by [REDACTED] that the Board approve the special education placements recommendations, as follows:</p> <table border="1" data-bbox="272 863 1195 1780"> <thead> <tr> <th colspan="2">Committee on Special Education (CSE)</th></tr> <tr> <th>Date of Meeting/ Amendment</th><th>Student Number(s)</th></tr> </thead> <tbody> <tr> <td>11/2/22</td><td>900-37-6856 (C)</td></tr> <tr> <td>11/16/22</td><td>900-37-6252(C)</td></tr> <tr> <td>12/7/22</td><td>900-37-7021</td></tr> <tr> <td>12/14/22</td><td>900-37-6399</td></tr> <tr> <td>12/15/22</td><td>900-37-6063</td></tr> <tr> <th colspan="2">Sub-Committee on Special Education (SCSE)</th></tr> <tr> <th>Date of Meeting/ Amendment</th><th>Student Number(s)</th></tr> <tr> <td>11/16/22</td><td>900-37-6242(C)</td></tr> <tr> <td>12/8/22</td><td>900-37-7139(A)</td></tr> <tr> <td>12/13/22</td><td>900-37-7288(A)</td></tr> <tr> <td>12/14/22</td><td>900-37-7325(A); 900-37-7326(A); 900-37-5930; 900-37-6064; 900-37-6812</td></tr> <tr> <td>12/15/22</td><td>900-37-6239; 900-37-6763</td></tr> <tr> <td>12/20/22</td><td>900-37-6765(A)</td></tr> <tr> <td>12/21/22</td><td>900-37-7523(A); 900-37-6712</td></tr> <tr> <td>1/3/23</td><td>900-37-6388(A); 900-37-7374(A)</td></tr> <tr> <th colspan="2">Committee on Pre-School Special Education (CPSE)</th></tr> <tr> <th>Date of Meeting/ Amendment</th><th>Student Number(s)</th></tr> <tr> <td>12/7/22</td><td>900-37-7335; 900-37-7327</td></tr> <tr> <td>12/21/22</td><td>900-37-7368</td></tr> <tr> <th colspan="2">Sub-Committee on Pre-School Special Education (SCPSE)</th></tr> <tr> <th>Date of Meeting/ Amendment</th><th>Student Number(s)</th></tr> <tr> <td>12/15/22</td><td>900-37-7350(A)</td></tr> </tbody> </table> <p style="text-align: center;">(A) = Amendment Agreement – No Meeting (C) = Correction</p> <p>Motion Carried: Yes [REDACTED], No [REDACTED], Abstain [REDACTED]</p>	Committee on Special Education (CSE)		Date of Meeting/ Amendment	Student Number(s)	11/2/22	900-37-6856 (C)	11/16/22	900-37-6252(C)	12/7/22	900-37-7021	12/14/22	900-37-6399	12/15/22	900-37-6063	Sub-Committee on Special Education (SCSE)		Date of Meeting/ Amendment	Student Number(s)	11/16/22	900-37-6242(C)	12/8/22	900-37-7139(A)	12/13/22	900-37-7288(A)	12/14/22	900-37-7325(A); 900-37-7326(A); 900-37-5930; 900-37-6064; 900-37-6812	12/15/22	900-37-6239; 900-37-6763	12/20/22	900-37-6765(A)	12/21/22	900-37-7523(A); 900-37-6712	1/3/23	900-37-6388(A); 900-37-7374(A)	Committee on Pre-School Special Education (CPSE)		Date of Meeting/ Amendment	Student Number(s)	12/7/22	900-37-7335; 900-37-7327	12/21/22	900-37-7368	Sub-Committee on Pre-School Special Education (SCPSE)		Date of Meeting/ Amendment	Student Number(s)	12/15/22	900-37-7350(A)	Special Education Placements Approved
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Moved by [REDACTED], seconded by [REDACTED] that, upon the recommendation of the Superintendent, the Board approve Personnel Schedule 543, as proposed. Motion Carried: Yes [REDACTED], No [REDACTED], Abstain [REDACTED].	Personnel Schedule 543 Approved
Moved by [REDACTED], seconded by [REDACTED] that the regular meeting of the Warsaw Central School Board of Education be adjourned at [REDACTED] p.m.; subject to the call of the President. Motion Carried: Yes [REDACTED], No [REDACTED], Abstain [REDACTED].	Adjournment
<div>[REDACTED] Clerk Pro Tem</div>	

Regular Meeting
December 13, 2022

The regular meeting of the Warsaw Central School Board of Education was called to order at 6:33 p.m. in the Elementary School Building by Mr. Robb, Board President.	Call to Order
Members Present: Mr. Robb, Mrs. Royce, Mr. Grover, Mr. Tarbell, Mr. McGinnis, Mrs. Baker	Roll Call
Members Absent: Mrs. Tangeman	
Others Present: Mr. Wilkins, Ms. Grisewood, Mr. Webb, Mr. Wilkie, Mrs. Sheer, Ms. Mould, Mrs. Youngers, Meghan Youngers, Mr. Barks, Mrs. Conley	
Mr. Robb led the Pledge of Allegiance to the Flag.	Pledge to Flag
FFA Presentation by Meghan Youngers, Club President and Ms. Mould, Club Advisor.	Spotlights FFA Trip
Moved by Mrs. Royce, seconded by Mr. McGinnis that the Board approve the request of the FFA Club for a trip to Syracuse, NY on January 29-30, 2023, as proposed. Motion Carried: Yes 6, No 0, Abstain 0.	FFA Trip Request Approved
Entrepreneur Boot Camp – Ms. Mould discussed an interest in setting up an Entrepreneur Boot Camp for students interested in creating a business.	Entrepreneur Boot Camp
Career Center Presentation by Mrs. Sheer, Career Coordinator.	Career Center
Moved by Mr. Grover, seconded by Mrs. Royce that the Board approve the minutes for the meeting of November 8, 2022, as written. Motion Carried: Yes 6, No 0, Abstain 0.	11/8/22 Minutes Approved
The Board reviewed the lists of bills dated November 7, 2022 and November 21, 2022.	Lists of Regular Bills Reviewed
The Board reviewed the Appropriation Status Report and Revenue Status Reports for October 2022.	Approp. Status and Revenue Status Reports Reviewed
Moved by Mrs. Royce, seconded by Mr. McGinnis that the Board accept the Treasurer's Reports as of October 2022. Motion Carried: Yes 6, No 0, Abstain 0.	Treasurer's Reports Accepted

Supt.'s Reports

Mr. Wilkins reported that the District is going live with the Raptor Visitor Management System on Monday, December 19, 2022. There have been a few issues with it in the Middle/High School and it needs to be rebooted, but they are working on that this week so it will be ready. Visitors entering the District will be able to scan their ID's and it will print a visitor's pass. It will also log students using it when leaving for and returning from BOCES, or when arriving to school late.

The District received their project manager and project number assigned for the emergency reconstruction of the library. There is an OACM meeting tomorrow to discuss the next steps. Mr. Wilkins reported that a few weeks ago the Genesee Valley Chief School Officers (GVCSO) drafted their position statement to send to the press noting their concerns regarding fiscal stability and education funding, teacher and staff shortages, and state leaders' lack of focus with issues facing rural school districts.

He reported that there will be a legislative breakfast in York on January 21, 2023 and asked the Board members to reach out if they would like to attend.

Mr. Wilkins reported that the state testing for grades 3-8 will be computer based this year and the District is preparing students for it.

Tax Collector's
Reports Accepted

Moved by Mr. Tarbell, seconded by Mr. Royce that, whereas the Education Law provides that the Tax Collector shall be relieved of responsibility for the uncollected portion of the tax list when a complete list of the delinquent tax items has been certified to the Board of Education, and since the Collector has affixed her affidavit to such statement and has filed a statement accounting for the handling of the tax warrant and list; and whereas the Business Administrator has examined and verified the accuracy of the signed report of the Collector; therefore be it resolved, that the Board accept the report of the Tax Collector and having determined that the Collector has accounted for the full amount of the tax warrant direct that the lists of the delinquent tax items, with the addition of the two percent penalty, be certified to the office of the County Treasurer and/or other tax enforcement officer; and it is further directed that the tax warrant, tax roll and the Tax Collector's copies of the tax receipts be placed on file. Motion Carried: Yes 6, No 0, Abstain 0.

The Board held the first review of Board Policy 8260.

BOE Policy 8260
Review/Approval

Moved by Mr. Grover, seconded by Mrs. Royce that the Board waive the second reading required by Policy 1410, with regard to Board Policy 8260 Title 1 Parent and Family Engagement. Motion Carried: Yes 6, No 0, Abstain 0.

Moved by Mr. Grover, seconded by Mrs. Royce that the Board approve Policy 8260 Title 1 Parent and Family Engagement as revised. Motion Carried: Yes 6, No 0, Abstain 0.

Moved by Mrs. Royce, seconded by Mr. McGinnis that the Board approve A RESOLUTION, DATED DECEMBER 13, 2022, OF THE BOARD OF EDUCATION OF THE WARSAW CENTRAL SCHOOL DISTRICT, WYOMING COUNTY, NEW YORK (THE "DISTRICT") DECLARING THE DISTRICT'S PROPOSED EMERGENCY CAPITAL PROJECT INVOLVING NECESSARY AND IMMEDIATE MEASURES TO ADDRESS SIGNIFICANT (AND UNEXPECTED) DAMAGE TO THE ELEMENTARY SCHOOL BUILDING (RESULTING FROM A HIGH-SPEED VEHICLE COLLISION) TO BE A TYPE II ACTION UNDER SEQRA as follows:

Type II SEQRA
Resolution Re:
Elem. School
Building Library
Reconstruction
Project Approved

WHEREAS, the Warsaw Central School District, Wyoming County, New York (the “District”) is in the process of responding to the significant (and unexpected) damages to the District’s Elementary School building at 153 West Buffalo Street, Warsaw, New York (the “Facility”), and remediating such extensive and unforeseen damages that resulted from a high-speed vehicle collision that occurred on or about December 2, 2022, with such work being anticipated to generally include, but not necessarily be limited to, the removal and replacement of the Facility’s severely damaged building structure, façade and interior envelope, and any related and necessary measures, all in compliance with applicable statutes, regulations and standards, as described in some greater detail below (collectively, the “Emergency Capital Project”); and

WHEREAS, the District’s architect, Young + Wright Architectural (“YWA”), has determined that the damages at the Facility pose a risk of injury or harm to District employees, students and other users of the Facility, and recommends that the District pursue an emergency capital project with the State Education Department to facilitate the immediate reconstruction/replacement of the Facility’s structure, façade and interior envelope, thereby allowing the Facility to be rapidly returned to its full intended and critical function and ensuring the health and safety of District employees, students and other users of the Facility; and

WHEREAS, YWA has specifically recommended that the District implement the Emergency Capital Project that is anticipated to include, but not necessarily be limited to, the temporary stabilization and enclosure of the damaged building structure (along with the removal of hazardous debris) and the removal of and reconstruction of the severely damaged and compromised structure, façade and interior envelope of the building (along with any associated work) to meet current Code requirements; and

WHEREAS, Section 617.5 of the State Environmental Quality Review Act (“SEQRA”) Regulations (6 NYCRR Part 617) provides that certain activities are Type II actions which are not subject to review under SEQRA and that such activities include “emergency actions that are immediately necessary on a limited and temporary basis for the protection or preservation of life, health, property or natural resources, provided that such actions are directly related to the emergency and are performed to cause the least change or disturbance, practicable under the circumstances, to the environment,” “routine activities of educational institutions,” “maintenance or repair involving no substantial changes in an existing structure or facility;” and “replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site...unless such action meets or exceeds any [Type I] thresholds in section 617.4”; and

WHEREAS, the proposed Emergency Capital Project constitutes such emergency actions, routine activities of educational institutions; maintenance or repair activities; and/or in-kind, same-site replacement, rehabilitation or reconstruction activities;

NOW THEREFORE, BE IT RESOLVED that it is the final determination of the District’s Board of Education that the Emergency Capital Project is a Type II action, which is not subject to review under SEQRA, and the proposed action will not result in a significant adverse impact on the environment.

Motion Carried: Yes 6, No 0, Abstain 0.

Moved by Mrs. Baker, seconded by Mr. Grover that the Board approve A RESOLUTION, DATED DECEMBER 13, 2022, OF THE BOARD OF EDUCATION OF THE WARSAW CENTRAL SCHOOL DISTRICT, WYOMING COUNTY, NEW YORK (THE “DISTRICT”) FINDING AND DECLARING THE EXISTENCE OF AN EMERGENCY SITUATION (ARISING OUT OF THE UNEXPECTED DAMAGE TO THE DISTRICT’S ELEMENTARY SCHOOL BUILDING, RESULTING FROM A HIGH-SPEED VEHICLE COLLISION) AND AUTHORIZING AN EMERGENCY CAPITAL IMPROVEMENTS PROJECT TO ADDRESS THE SITUATION IN ORDER TO ENSURE THE SAFETY OF DISTRICT EMPLOYEES, STUDENTS AND OTHER USERS OF THE ELEMENTARY SCHOOL as follows:

WHEREAS, the Warsaw Central School District, Wyoming County, New York (the “District”) is in the process of responding to the significant (and unexpected) damages to the District’s Elementary School building at 153 West Buffalo Street, Warsaw, New York (the “Facility”), and remediating such extensive and unforeseen damages that resulted from a high-speed vehicle collision that occurred on or about December 2, 2022, with such work being anticipated to generally include, but not necessarily be limited to, the removal and replacement of the Facility’s severely damaged building structure, façade and interior envelope, and any related and necessary measures, all in compliance with applicable statutes, regulations and standards, as described in some greater detail below (collectively, the “Emergency Capital Project”); and

WHEREAS, the District’s architect, Young + Wright Architectural (“YWA”), has determined that the damages at the Facility pose a risk of injury or harm to District employees, students and other users of the Facility, and recommends that the District pursue an emergency capital project with the New York State Education Department (“NYSED”) to facilitate the immediate reconstruction/replacement of the Facility’s structure, façade and interior envelope, thereby allowing the Facility to be rapidly returned to its full intended and critical function and ensuring the health and safety of District employees, students and other users of the Facility; and

WHEREAS, YWA has specifically recommended that the District implement the Emergency Capital Project that is anticipated to include, but not necessarily be limited to, the temporary stabilization and enclosure of the damaged building structure (along with the removal of hazardous debris) and the removal of and reconstruction of the severely damaged and compromised structure, façade and interior envelope of the building (along with any associated work) to meet current Code requirements; and

WHEREAS, the District and/or YWA have been in contact with the NYSED (which has indicated that the Emergency Capital Project is to be appropriately treated as an emergency situation, with an expedited review and, likely, an accelerated flow of State building aid); and

WHEREAS, a project number has been assigned (or is in the process of being assigned) at NYSED, and the District has solicited cost proposal(s) and retained and/or will retain contractors to undertake and complete the Emergency Capital Project, as well as any reasonably required additional work to address the described situation; and

WHEREAS, the District proposes to undertake the Emergency Capital Project for the general protection of the public and, specifically, for the restoration and

continued use of a safe and reliable Facility for the benefit of the District, to ensure the safety of District employees, students and other users of the Facility;

NOW, THEREFORE, BE IT RESOLVED that the District finds that the situation described above: (1) requires immediate action to restore and preserve the physical integrity of the Facility, and to protect the health and safety of District employees, students and other users of the Facility; and (2) constitutes an emergency within the meaning of Section 103(4) of the General Municipal Law; and be it further

RESOLVED, that the Emergency Capital Project shall be limited in general scope to those items of work that have been deemed by YWA to be immediately necessary or advisable to restore the structural integrity of the Facility, to return it to its intended function and use on an expedited basis, and to ensure the safety of District employees, students and other users of the Facility; and be it further

RESOLVED, that it was the final determination of the District's Board of Education that the Emergency Capital Project is a Type II action, which is not subject to review under SEQRA, and that the proposed action will not result in a significant adverse impact on the environment; and be it further

RESOLVED, that the Board hereby declares that the expenditure of funds for the purpose of undertaking the Emergency Capital Project in an amount up to \$ 400,000. (being YWA's preliminary estimate of the maximum total cost of the work involved, including incidental expenses and a modest contingency allowance), less the amount of any insurance settlement proceeds that may be received, constitutes an ordinary contingent expense of the District, on the basis that such action is immediately necessary to maintain the District's educational program, preserve property and assure the health and safety of District employees, students and other users of the Facility; and be it further

RESOLVED, that all of the expenses associated with the Emergency Capital Project (including, without limitation, the costs of the Emergency Capital Project, and the undertaking of any reasonably required additional work to address the described emergency situation, as well as the incurrence of necessary architectural and engineering costs, legal costs and other related incidental costs), all of which (less any insurance settlement proceeds received) are hereby declared to be ordinary and contingent expenses in response to the emergency situation, shall be initially funded by the expenditure of up to \$ 400,000. (or so much thereof as may be necessary) from the District's General Fund or (to the extent received) from payments made by the District's property and casualty insurer or any insurance settlement proceeds arising out of the described situation and, ultimately, from State building aid that is anticipated to be forthcoming (likely on an expedited and accelerated basis) in connection with the Emergency Capital Project; and be it further

RESOLVED, that the Superintendent of Schools, the School Business Administrator and other appropriate District officials be, and they hereby are, authorized to work with the District's contractors and/or YWA to develop and complete the plans and specifications for the Emergency Capital Project, to solicit (in accordance with NYSED guidance) cost proposals/quotes/bids for the work on the Emergency Capital Project, to enter into (in the case of the Superintendent, only) contracts for the work on the Emergency Capital Project on behalf of the District, and to undertake such other actions as may be reasonably

necessary for the District to undertake, carry out and complete the Emergency Capital Project as soon as reasonably practicable, all in accordance with applicable New York State law.

Motion Carried: Yes 6, No 0, Abstain 0.

Moved by Mrs. Royce, seconded by Mrs. Baker that the Board approve the contractual amendment between Wyoming County Health Department and WCSD as proposed, and extending the ELC grant end date to July 31, 2023, and authorize the Superintendent to execute said amendment. Motion Carried: Yes 6, No 0, Abstain 0.

WCHD & WCSD
Contractual
Amendment
Approved

Moved by Mrs. Baker, seconded by Mr. Tarbell that the Board accept the Legal Counsel 2022-23 (J. Erickson) resignation. Motion Carried: Yes 6, No 0, Abstain 0.

Legal Counsel
Resignation
Accepted

Moved by Mr. Grover, seconded by Mrs. Royce that the Board declare the following items obsolete and authorize disposal in accordance with state law and Board policy.

Obsolete
Equipment
Authorized for
Disposal

Mitel IP Commercial Telephone System Including:

- (35) Mitel IP #5330E handsets
- (165) Inter-Tel standard digital handsets #550.4400
- (1) Mitel #HX processor module & (1) Mitel 3 bay unit
- (1) Phybridge 24 port PoLRE switch
- (2) E10S servers
- (5) Mitel 5000 switches

Cisco & 3Com Switches & Routers Including:

- (1) Cisco Catalyst #3560G series 24 port switch
- (3) Cisco 3 catalyst #2960 series 48 port switch
- (1) Cisco catalyst #3750 series 48 port switch
- (4) 3Com 48V DC ethernet power supplies
- (1) Cisco catalyst #3750 series router

Stage Risers Including:

- (2) 4 x 4ft Folding sections
- (9) 4 x 8 folding sections with heights up to 24"

John Deere

Model: 1575

Body Style: John Deere #1575 Terrain Utility Tractor & Attachments

Engine Make/Model: Yanmar #3TNV88C-DJMA, 37.4Hp

Motion Carried: Yes 6, No 0, Abstain 0.

Moved by Mr. McGinnis, seconded by Mrs. Baker that the Board declare the attached list of library books obsolete and authorize disposal in accordance with state law and Board policy. Motion Carried: Yes 6, No 0, Abstain 0.

Obsolete Library
Books Authorized
for Disposal

Moved by Mrs. Royce, seconded by Mr. Grover that the Board accept, with appreciation, the following donations from the Buffalo Sabres:

Donations
Accepted

Equipment:

- 40 two-piece floor hockey sticks
- 1 box of thirty high density balls
- 2 pop-up hockey nets

For Students:

- 175 t-shirts
- 175 BOGO ticket vouchers

Motion Carried: Yes 6, No 0, Abstain 0.

Moved by Mr. McGinnis, seconded by Mr. Tarbell that the Board appoint Mrs. Royce as Clerk Pro Tem for the remainder of the Board Meeting. Motion Carried: Yes 6, No 0, Abstain 0.

Clerk Pro Tem
Appointed

The District Clerk was dismissed at 7:08 p.m. and the following took place as recorded by Mrs. Royce, Clerk Pro Tem.

Tawnnee Conley
District Clerk

Moved by Mr. Grover, seconded by Mr. McGinnis that the Board enter Executive Session at 7:10 p.m. for the purpose of discussing matters leading to the appointment/employment of a particular person. Motion Carried: Yes 6, No 0, Abstain 0.

Executive
Session

Moved by Mr. McGinnis, seconded by Mr. Grover that the Board resume regular session at 7:59 p.m. Motion Carried: Yes 6, No 0, Abstain 0.

Regular Session

Moved by Mrs. Royce, seconded by Mr. McGinnis that the Board approve the special education placement recommendations, as follows:

Special
Education
Placements
Approved

Committee on Special Education (CSE)	
Date of Meeting/ Amendment	Student Number(s)
10/26/22	900-37-6185(C)
11/2/22	900-37-7065; 900-37-7311; 900-37-6856
11/16/22	900-37-6252; 900-37-6904; 900-37-5693; 900-37-6252
11/30/22	900-37-5503; 900-37-7099; 900-37-5849
12/7/22	900-37-5957
Sub-Committee on Special Education (SCSE)	
Date of Meeting/ Amendment	Student Number(s)
10/19/22	900-37-5642(C)
10/27/22	900-37-6330(A)

11/1/22	900-37-5446(C)
11/7/22	900-37-6812(A)
11/8/22	900-37-6743(A); 900-37-7146(A); 900-37-7274(A); 900-37-7203(A)
11/9/22	900-37-6928(A); 900-37-6969(A); 900-37-6916(A); 900-37-6968(A); 900-37-7066(A); 900-37-7244(A); 900-37-7284(A); 900-37-6730(A); 900-37-7139(A); 900-37-7357(A); 900-37-7126(A)
11/10/22	900-37-7212(A); 900-37-7148(A); 900-37-7275(A); 900-37-6797(A); 900-37-6818(A); 900-37-5379(A)
11/15/22	900-37-6152(A); 900-37-6755(A); 900-37-6902(A)
11/16/22	900-37-6758(A); 900-37-6753(A); 900-37-6890(A); 900-37-6889(A); 900-37-6242
11/17/22	900-37-6987(A)
11/22/22	900-37-5612; 900-37-5524
11/28/22	900-37-7066(A)
11/30/22	900-37-6819(A); 900-37-6432(A); 900-37-6838; 900-38-5908;
12/2/22	900-37-6806(A)
12/6/22	900-37-6239(A)
Committee on Pre-School Special Education (CPSE)	
Date of Meeting/ Amendment	Student Number(s)
11/2/22	900-37-7166; 900-37-7361
11/3/22	900-37-7363
11/16/22	900-37-7364; 900-37-7265
11/17/22	900-37-7365
Sub-Committee on Pre-School Special Education (SCPSE)	
Date of Meeting/ Amendment	Student Number(s)
11/10/22	900-37-7165(A)
11/28/22	900-37-7272(A)
11/29/22	900-37-7275(A)

(A) = Amendment Agreement – No Meeting

Motion Carried: Yes 6, No 0, Abstain 0.

Moved by Mr. Grover, seconded by Mr. Tarbell that, upon the recommendation of the Superintendent, the Board approve the creation of 5 FTE additional School Monitor positions effective December 14, 2022. Motion Carried: Yes 6, No 0, Abstain 0.

School Monitor
Positions Created

Moved by Mrs. Baker, seconded by Mr. Robb that, upon the recommendation of the Superintendent, the Memorandum of Agreement for a Girl's Cheerleading Modified Coach for the 2022 winter sports season be approved, and authorize the Superintendent to execute said MOA. Motion Carried: Yes 6, No 0, Abstain 0.

Girl's Modified
Winter
Cheerleading
Coach MOA
Approved
Indoor Track
Assistant Coach
MOA Approved

Moved by Mr. Tarbell, seconded by Mrs. Baker that, upon the recommendation of the Superintendent, the Memorandum of Agreement for an Indoor Track Assistant Coach for the 2022 winter sports season be approved, and authorize the Superintendent to execute said MOA. Motion Carried: Yes 6, No 0, Abstain 0.

Moved by Mr. Grover, seconded by Mrs. Baker that, upon the recommendation of the Superintendent, the Memorandum of Agreement for the WSSA "In lieu of Health Insurance Payments" to be paid in two halves be approved, and authorize the Superintendent to execute said MOA. Motion Carried: Yes 6, No 0, Abstain 0.

WSSA In lieu of
Health Insurance
Payments MOA
Approved

Moved by Mr. Tarbell, seconded by Mr. Grover that, upon the recommendation of the Superintendent, in order to address minimum wage increases and work year requirements, the Memorandum of Agreement for the WSSA and wage increase at the rate of \$1.00 per hour effective December 31, 2022, be approved, and authorize the Superintendent to execute said MOA. Motion Carried: Yes 6, No 0, Abstain 0.

WSSA Wage
Increase & SM &
TA's Work Year
Requirements
Approved

Moved by Mr. Tarbell, seconded by Mrs. Baker that, upon the recommendation of the Superintendent, in order to address minimum wage increases, the following wage increase for the Non-Union Clerical Confidential positions of Executive Secretary, Administrative Secretary and District Treasurer at the rate of \$1.00 per hour, effective January 1, 2023 be approved. Motion Carried: Yes 5, No 0, Abstain 1 (Mrs. Royce).

Non-Union
Clerical
Confidential
Positions Wage
Increase Approved

Moved by Mrs. Baker, seconded by Mr. McGinnis that, upon the recommendation of the Superintendent, the Board approve the District Treasurer's Conditions of Employment under Insurance Section 6, Opt-Out Statement be updated to state that the payment will be made in two installments as proposed, effective December 14, 2022. Motion Carried: Yes 5, No 0, Abstain 1 (Mrs. Royce).

District Treasurer
Conditions of
Employment
Change Approved

Moved by Mr. McGinnis, seconded by Mr. Grover that, upon the recommendation of the Superintendent, the Board approve the Teacher Substitute Rate Adjustment, as follows, effective January 1, 2023.

Teacher Substitute
Rate Adjustment
Approved

	Current	Proposed
Certified	\$110.00	\$125.00
Non-Certified	\$ 95.00	\$110.00
Retired	\$120.00	\$135.00
LPN	\$110.00	\$125.00

Motion Carried: Yes 6, No 0, Abstain 0.

Moved by Mr. Grover, seconded by Mr. Tarbell that, upon the recommendation of the Superintendent, the Board approve the Starting Pay Rates of the Support Staff Positions & Substitutes, as follows, effective December 31, 2022.

Support Staff/Sub
Starting Pay Rates
Approved

PERMANENT POSITION TITLE	2021/22Hourly adj Starting Pay Rate	PERMANENT POSITION TITLE	2022/23 Starting Pay Rate
Food Service Helper	\$13.20	Food Service Helper	\$14.20
School Monitor	\$13.20	School Monitor	\$14.20
Cleaner	\$13.20	Cleaner	\$14.20
Keyboard Specialist I	\$13.20	Keyboard Specialist I	\$14.20
Cook	\$13.50	Cook	\$14.50
Teaching Assistant	\$13.50	Teaching Assistant	\$14.50
Computer Aide	\$14.80	Computer Aide	\$15.80
N/A		Computer Technical Assistant	\$19.00
Custodian	\$15.05	Custodian	\$16.05
Groundskeeper	\$19.20	Groundskeeper	\$20.20
Keyboard Specialist II	\$14.20	Keyboard Specialist II	\$15.20
Maintenance Worker	\$20.20	Maintenance Worker	\$21.20
School Secretary	\$13.75	School Secretary	\$14.75
Senior Custodial Worker	\$17.70	Senior Custodial Worker	\$18.70

SUBSTITUTE POSITION TITLE	2021/22Hourly adj Starting Pay Rate	SUBSTITUTE POSITION TITLE	2022/23 Starting Pay Rate
Food Service Helper	\$13.20	Food Service Helper	\$14.20
School Monitor	\$13.20	School Monitor	\$14.20
Part-time Cleaner	\$13.20	Part-time Cleaner	\$14.20
Part-time Clerk	\$13.20	Part-time Clerk	\$14.20
Cook	\$13.20	Cook	\$14.20
Teaching Assistant	\$13.20	Teaching Assistant	\$14.20
Groundskeeper	\$13.20	Groundskeeper	\$14.20
Maintenance Worker	\$13.20	Maintenance Worker	\$14.20
Senior Custodial Worker	\$13.20	Senior Custodial Worker	\$14.20
Seasonal Laborer	\$13.20	Seasonal Laborer*	\$14.20

*summer only

Motion Carried: Yes 6, No 0, Abstain 0.

Moved by Mr. Tarbell, seconded by Mrs. Baker that, upon the recommendation of the Superintendent, the Board approve Personnel Schedule 542, as revised. Motion Carried: Yes 6, No 0, Abstain 0.

Personnel
Schedule 542
Approved

Moved by Mrs. Baker, seconded by Mr. Grover that the regular meeting of the Warsaw Central School Board of Education be adjourned at 8:01 p.m.; subject to the call of the President. Motion Carried: Yes 6, No 0, Abstain 0.

Adjournment

Mrs. Gail E. Royce
Clerk Pro Tem

Board Recommendation Sheet for *December 13, 2022*

Personnel Schedule 542 REVISED

PRINTED: *Wednesday, December 14, 2022*

Page 1 of 7

Category	Last Name:	Type of Action	Cert. Status	Certification Area:	Tenure Area:
	First Name:		FTE/Hours	Step/Pay	Prob. Period/Effective Date
	M.I. or Name:				

Coach (Pending Completion of All Requirements)

Employees are appointed to the following positions for the school year, provided that the sport or activity to which the individual is appointed is permitted to take place under New York State executive orders, laws and regulations. Compensation is in accordance with Appendix B and current Step # of the WEA contract, at the rate indicated and will be prorated as appropriate if the school year and/or extracurricular season is interrupted or terminated. No stipends will be paid to an individual if the applicable season/activity did not officially start.

Position Title: Girl's Cheerleading Modified Coach

<i>Wick</i>	Appointment for the 2022-23 School Year	NA	None	NA
<i>Allisyn</i>				
<i>Rose</i>		Per MOA approved by the Board on 12/13/22	\$4219 Stipened per MOA	December 9, 2022

Position Title: Indoor Track Assistant Coach

<i>Plesums</i>	Appointment for the 2022-23 School Year	Initial	Physical Education/Health Education	Physical Education
<i>Carissa</i>				
<i>A.</i>		Per MOA approved by the Board on 12/13/22	\$6743 Stipened per MOA	December 14, 2022

Long-Term Substitute

Position Title: Teacher

<i>Miller</i>	Appointment for the 2022-23 School Year	Permanent	Art	NA
<i>Suzenne</i>				
<i>Camiele</i>		Full-Time	Waive 15 days at Certified sub rate and start at 1/200th of Step 1 (\$211.30/day)	December 8, 2022 Covering Mrs. Sagun's leave for approx. 4 weeks

Category	LastName:	Type of Action	Cert. Status	Certification Area:	Tenure Area:
	First Name:		FTE/Hours	Step/Pay	Prob. Period/Effective Date
	M.I. or Name:				

Occasional Driver

Position Title: Occasional Driver

<i>Boyer</i>	Appointment for the 2022-23	Professional	CH ED/SWD 1-6	Elementary Education
<i>Sarah</i>	School Year			
<i>Katherine</i>		NA	NA	December 14, 2022
<i>Wilkje</i>	Appointment for the 2022-23	Professional	Early CH ED B-2, CH ED 1-6	Assistant Principal
<i>Jason</i>	School Year			
<i>A.</i>		NA	NA	December 14, 2022
<i>Wilkins</i>	Appointment for the 2022-23	Permanent	SDA	NA
<i>Matthew</i>	School Year			
<i>J.</i>		NA	NA	December 14, 2022

Substitute

Position Title: Cleaner

<i>VanDreumel</i>	Appointment for the 2022-23	None	NA	NA
<i>Michael</i>	School Year			
<i>David</i>		NA	Per Board Approved Rate	Retroactive July 1, 2022

Position Title: Monitor

<i>Howell</i>	Appointment for the 2022-23	NA	NA	NA
<i>Sarah</i>	School Year			
<i>Jane</i>		NA	Per Board Approved Rate	December 14, 2022

Category	LastName:	Type of Action	Cert. Status	Certification Area:	Tenure Area:
	First Name:		FTE/Hours	Step/Pay	Prob. Period/Effective Date
	M.I. or Name:				

Substitute

Position Title: Teacher, Assistant, Monitor

<i>Muskopf</i>	Appointment for the 2022-23	None	None	NA
<i>Amity</i>	School Year			
<i>Elise</i>		NA	Per Board Approved Rate	Retroactive to November 15, 2022
<i>Bang</i>	Appointment for the 2022-23	None	None	NA
<i>Marcia</i>	School Year			
<i>E.</i>		NA	Per Board Approved Rate	Retroactive to November 14, 2022
<i>Kreutter</i>	Appointment for the 2022-23	NA	None	NA
<i>Amber</i>	School Year			
<i>Jean</i>		NA	Per Board Approved Rate	December 14, 2022

Position Title: Teaching Assistant

<i>Yeo</i>	Appointment for the 2022-23	NA	None	NA
<i>Nicole</i>	School Year			
<i>Ann</i>		NA	Per Board Approved Rate	Retroactive to November 22, 2022

Support Staff

Position Title: Cleaner

<i>Stief</i>	Leave (Medical)	None	NA	NA
<i>Mildred</i>				
<i>Edith</i>		NA	NA	November 10, 2022 for Approximately four weeks

Category	LastName:	Type of Action	Cert. Status	Certification Area:	Tenure Area:
	First Name:		FTE/Hours	Step/Pay	Prob. Period/Effective Date
	M.I. or Name:				

Support Staff

Position Title: Custodian

<i>Butler</i>	Resignation	NA	None	NA
<i>Bryant</i>				
<i>Edward</i>		NA	NA	December 16, 2022

Position Title: School Monitor

<i>Spaulding</i>	Resignation	None	NA	NA
<i>Ann</i>				
<i>Elizabeth</i>		NA	NA	Effective December 9, 2022

<i>Beals</i>	Appointment for the 2022-23 School Year	NA	None	NA
<i>Nicole</i>				
<i>Marie</i>		6.5 hours/day	\$13.66/hour, with an additional \$.50/hour differential (as long as the conditions in WSSA Contract exist) with benefits per WSSA Contract	November 7, 2022

<i>McGuire</i>	Appointment for the 2022-23 School Year	None	NA	NA
<i>Jessica</i>				
<i>Lyn</i>		7 hours/day	\$13.66/hour with benefits per WSSA Contract	December 14, 2022

<i>Muskopf</i>	Appointment for the 2022-23 School Year	None	NA	NA
<i>Susan</i>				
<i>Jane</i>		7 hours/day	\$13.66/hour with benefits per WSSA Contract	December 14, 2022

Category	LastName:	Type of Action	Cert. Status	Certification Area:	Tenure Area:
	First Name:		FTE/Hours	Step/Pay	Prob. Period/Effective Date
	M.I. or Name:				

Support Staff

Position Title: School Monitor

<i>McGirr</i>	Appointment for the 2022-23	NA	None	NA
<i>Leslie</i>	School Year (Probationary)			
<i>Ann</i>		7 hours/day	\$13.20/hour, with benefits per WSSA Contract	December 14, 2022 (with a 12 month probationary period per Civil Service Law)

Position Title: Teaching Assistant

<i>Cummins</i>	Leave (Medical)	Professional	Teaching Assistant Continuing	Teaching Assistant
<i>Melissa</i>				
<i>J.</i>		NA	NA	October 26, 2022 through November 4, 2022

<i>Yuhnke</i>	Leave (Medical)	Professional	Teaching Assistant Level Three	Teaching Assistant
<i>Betty</i>				
<i>M.</i>		NA	NA	November 28, 2022 for approximately four weeks

Teacher

Position Title: Elementary

<i>Harper</i>	Leave (Maternity)	Emergency COVID-19	CH ED 1-6, SWD 1-6	Elementary Education
<i>Makayla</i>				
<i>M.</i>		NA	NA	Maternity leave to begin on or about 1/27/2023, and extending 6-8 weeks until 3/13/2023 or 3/24/2023.

Category	LastName:	Type of Action	Cert. Status	Certification Area:	Tenure Area:
	First Name:		FTE/Hours	Step/Pay	Prob. Period/Effective Date
	M.I. or Name:				

Teacher

Position Title: School Counselor

<i>Bauer</i>	Leave (Paternity)	Permanent	School Counselor	School Counselor
<i>Michael</i>				
<i>A.</i>		NA	NA	December 5, 2022 for two weeks

Position Title: Social Studies

<i>Sagun</i>	Leave (Medical)	Initial	Social Studies 7-12	Social Studies Education 7-12
<i>Heather</i>				
<i>Rose</i>		NA	NA	December 9, 2022 for approximately four to six weeks

Position Title: Social Worker

<i>Schuckhardt</i>	Leave (Medical)	Provisional	School Social Worker	School Social Worker
<i>Angela</i>				
<i>E.</i>		NA	NA	December 16, 2022 for four to six weeks

Volunteer

Position Title: Volunteer Driver

<i>DeGross</i>	Appointment for the 2022-23 School Year	None	NA	NA
<i>Erin</i>				
<i>Marie</i>		NA	NA	December 14, 2022
<i>Royce</i>	Appointment for the 2022-23 School Year	None	NA	NA
<i>Jeffery</i>				
<i>L.</i>		NA	NA	December 14, 2022

Category	LastName:	Type of Action	Cert. Status	Certification Area:	Tenure Area:
	First Name:		FTE/Hours	Step/Pay	Prob. Period/Effective Date
	M.I. or Name:				
Volunteer					
	Position Title: Volunteer Driver				
	<i>Sikes</i>	Appointment for the 2022-23	None	NA	NA
	<i>Tiffany</i>	School Year			
	<i>A.</i>		NA	NA	December 14, 2022

Memorandum

To: Matthew Wilkins, Superintendent

Tawnnee Conley, District Clerk

LC

From: Kari Grisewood

Date: 1/3/2023

Re: Revised Corrective Action Plan – Year End 6/30/22 Audit

A revised corrective action plan was requested by NYSED for the 2022 year end audit. The original corrective action plan did not specify dates for the corrective actions for the Extra-Curricular Activities Matter. All of the corrective actions were put into place in the 2022-2023 school year. The revised document reflects that change.

Corrective Action Plan
Management Letter
June 30, 2022

Other Matters

Outstanding Checks:

Observation:

During our audit, we identified outstanding checks dating back to fiscal year 2016 on their bank reconciliation. The District noted that they are aware of the old outstanding checks and have made attempts to remedy the situation.

Recommendation:

We recommend that the District determine and adhere to the requirements set forth by New York State Law and the New York State Office of the State Comptroller as they relate to unclaimed funds. The District should establish a policy and procedure related to these requirements to ensure that they are in compliance.

Management Response:

The Extra-Curricular Middle High School account has outstanding checks dating back to 2016 on the reconciliation. In 2022-2023, the Extra Curricular Treasurer will issue stop payments and reissue the checks to the original payees. If reissuing of checks does not rectify the situation, the district will adhere to the requirements set forth by New York State Law and the New York State Comptroller as they relate to unclaimed funds.

Extra-classroom Activities

Observation:

We noted in our testing over extra-classroom activities that the Drama Club did not complete budgets for their annual events. These events include the play and the musical. The Senior Class also did not complete a budget for the prom.

Recommendation:

We recommend that all clubs prepare budgets for fundraisers and events to ensure club activities do not result in an overall deficit balance.

Management Response:

The Drama Club will complete the Activity Profit and Loss Statement (Budget) for the play and musical in the 2022-2023 school year and future years. The Senior Class will complete the

Activity Profit and Loss Statement (Budget) for the prom in the 2022-2023 school year and future years.

Funded Levels of Specific Reserves

Observation:

During our audit, we evaluated the funding level of the reserves that have been established by the District and determined the District has overfunded unemployment and workers' compensation reserves based on historical expenditures.

Recommendation:

We recommend the District evaluate the funding level of all reserve funds and establish a plan for use of reserve funds as deemed fiscally responsible.

Management Response:

The Unemployment and Workers' Compensation Reserves were funded. The District's Reserve Plan states that the typical balance for the Unemployment and Workers' Compensation Reserves will be 5 to 10 years of expenses. The Workers' Compensation is at approximately 10 years of expenses. The reserve will be used annually to the expense amount of actual cost. The Unemployment Reserve is slightly over the 10 years of expenses, but expenses greatly decreased during the COVID years. The district will use the reserve to offset the expenses and will keep funding to the typical balance for June 2023. The District will limit the funding of the two reserves until the balances remain at their typical balance of 5 to 10 years of expenses.

Memorandum

To: Matthew Wilkins, Superintendent

From: Kari Grisewood, Business Administrator 

Date: 1/4/2023

Re: Transportation Bid

Please accept this letter as a formal request for Warsaw Central School District to go out to bid for transportation to Hillside's Day Treatment Center at Halpern. We had a student that required a change in placement.

Hillside's Day
Treatment Center at
Halpern
2022-2023 School Year

WARSAW CENTRAL SCHOOL DISTRICT
Warsaw, NY 14569-1295

SPECIFICATIONS AND BID FORMS

FOR

TRANSPORTATION SERVICES

NAME OF BIDDER/FIRM _____

BIDS TO BE OPENED AT 11:00 A.M. (PREVAILING TIME) ON FEBRUARY 1, 2023.

PLACE: WARSAW CENTRAL SCHOOL DISTRICT OFFICE
153 W. BUFFALO STREET
WARSAW, NY 14569-1295

Please examine carefully the Notice to Bidders, General Conditions and
Instructions to Bidders, Specifications, Form of Proposal and Bid
Proposal Certifications hereto attached.

(Do not separate these sheets.)

NOTICE TO BIDDERS

Warsaw Central School District hereby invites the submission of sealed bids from reputable and qualified bus transportation and maintenance companies for furnishing transportation, operation and maintenance services for the transportation of one (1) pupil from the pupil's residence(s) located in Warsaw, NY to Hillside's Day Treatment Center at Halpern, 695 Bay Road, Webster NY and return during the 2022-2023 school year. This bid assumes approximately 5 trips per week at approximately 116 total daily miles. All bids are to be made on a cost per day basis.

Bid forms may be obtained from Tawnnee Conley, District Clerk, in the District Office at 153 W. Buffalo Street; Warsaw, New York. Bids will be received until 11:00 a.m. (prevailing time) on Wednesday, February 1, 2023 at which time and place all bids will be publicly opened and read.

The Board of Education reserves the right to consider experience, service, reputation in the bus transportation and maintenance field and the financial responsibility of the bidder, as well as the specified bidder qualifications, in considering bids and awarding the contracts. The Board also reserves the right to reject any or all bids and to re-advertise.

Tawnnee Conley
District Clerk
Warsaw Central School
Warsaw, New York 14569-1295

GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS

1. Inspect carefully all general and special provisions of this bid document. Complete both the "Bid Proposal Certifications" and the "Form of Proposal".
2. The person, firm or corporation making such proposal shall submit the complete bound document in a sealed envelope to the District Clerk on or before the day and hour stated and the envelope shall be endorsed on its face with the name of the person, firm or corporation making such proposal, the date of its presentation, and the title of the service for which such proposal is made. The bidder is responsible for making its own copies of any or all parts of this document for its files.
3. No charge will be allowed for federal, state, municipal sales and excise taxes from which the Board of Education is exempt. Exemption certificates, if required, will be forwarded if bidder so requests.
4. Any deviations from these conditions or specifications must be listed on a separate sheet attached to the bidders' detailed conditions and specifications and referred to separately in the proposals. If a bidder proposes to deviate from the specifications, the determination of whether the deviation is acceptable shall be made by the Board of Education.
5. No proposal may be withdrawn, modified or cancelled for a period of 45 days after scheduled closing time for the receipt of bids.
6. Awards will be made to the lowest responsible bidder, as will best promote the public interest, taking into consideration the reputation of the bidder, quality of service, experience, financial responsibility, and conformity with the specifications.
7. The Board of Education reserves the right, in its discretion, to reject all bids. Also reserved is the right to reject, for cause, any bid in whole or in part; or to waive technical defects, qualifications, irregularities, and omissions if in its judgment the best interests of the district will be served. Also reserved is the right to reject bids and to purchase the services through another qualified source if the services can be obtained on the same terms, conditions, specifications, and at a lower price. The District Reserves the right to make changes to any of the proposed routes, and reserves to itself the right of approval on all routes. All routes shall be designated consistent with Board Policy and shall be designated to maximize efficiency and minimize costs to District. There is no guarantee as to the number of pupils on a bus run at any given time. Students may be added and deleted, routes maybe added and deleted, and monitors/attendants may be added and deleted based on needs of the District. No alternate price options will be considered other than those in the specifications.
8. Drivers and monitor/attendants must meet the requirements for bus drivers and or monitor/attendants of the State of New York. Each driver and or monitor/attendant training courses where required by law. The Board of Education may require the discharge of any driver, assistant diver or aid whom it believes to be unfit for either the safe operation of a bus or the safe handling of children.
9. Services are to commence approximately February 15, 2023 (start date not yet determined) and to conclude on the last day of school (on or about June 22, 2023).

GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS (Continued)

10. Payment will be made only after correct presentation of invoices. Payment(s) of any invoice(s) shall not preclude the school district from making claim for adjustment at a later date on any services found not to have been in accordance with general conditions and specifications.
11. All bids must comply with appropriate state and/or federal regulations, as well as Warsaw Central School Board Policy. A copy of Board Policies which may apply will be made available for review upon request.
12. The "Bid Proposal Certifications" must be signed and returned with the bid proposal or such proposal shall be considered null and void.

**WARSAW CENTRAL SCHOOL - BID SPECIFICATIONS
TRANSPORTATION SERVICES**

1. Bids for the services described are to be submitted on a cost per day basis. Services are to commence approximately February 15, 2023 (start date not yet determined) and to conclude on the last day of school (on or about June 22, 2023).
2. To provide transportation of students from Warsaw, NY to Webster, NY (Hillside campuses) Monday through Friday. Approximate arrival time at Halpern Day Treatment Center at 8:00 a.m. with departure at approximately 2:30 p.m. Total daily miles are approximately 116.
3. Payment is to be made in monthly installments (February - June) upon receipt of invoice. The district is only to be invoiced for days' transportation is actually conveyed. If only an am or pm run is completed, the charge will be half of the daily rate.
4. Successful contractor subject to all applicable New York State and other laws pertaining to the transportation of all pupils.
5. All contract awards shall be subject to the approval of the Commissioner of Education and all bidders must comply with part 156 of the Commissioner's Regulations and any other law or regulation applicable to the transportation of pupils. Successful bidders shall execute and submit any standard transportation contracts or other documents required by the Commissioner, Department of Transportation or Public Service Commission relating to its operation, drivers, and vehicles.
6. It is the responsibility of the contractor to transport any physically handicapped child from its vehicle to or from the home and school attended.
7. The district may undertake any investigation to determine the ability of the bidder to perform the contract and all bidders shall furnish such financial and other pertinent information concerning its operations as may be requested by the district.
8. Bidders also consent to any audit of any and all its financial records relating to this contract by the New York State Department of Audit and Control.
9. All transportation contracts shall be subject to the test of "reasonable cost" for the purpose of determining State Aid. Any portion of the original bid price, or any increase thereof, whether during the term of this agreement or any extension, which is not approved for state aid purposes shall be enforceable against the district and the contract or extension thereof modified accordingly.
10. All bidders must submit a current certification of insurance with their bids, providing comprehensive public liability coverage in the minimum amount of \$1,000,000.00 per person for bodily injury and \$100,000.00 for property damage. The bidder shall designate the district as a named insured on such liability policies. The contractor shall deposit with the district satisfactory evidence of insurance showing minimum coverage as required with proof of premiums paid to date. Said policies shall provide that the district shall receive at least thirty (30) days written notice of cancellation or content change.

WARSAW CENTRAL SCHOOL - BID SPECIFICATIONS
TRANSPORTATION SERVICES
(Continued)

11. The district's Superintendent shall have the right to require the dismissal of any operator or other person in the contractor's employ or the employ of the third parties engaged by the contractor who in his opinion is not qualified to operate a vehicle used for the transport of pupils.
12. The successful bidder is engaged as an independent contractor to only furnish transportation for the district and shall not be considered in any way as an agent, employee, or official of the district.

It is suggested that all bidders travel the route before submitting pricing.

FORM OF PROPOSAL FOR TRANSPORTATION

Pursuant to the legal notice published in the Daily News and Warsaw's Country Courier by the Warsaw Central School District requesting proposals for the transportation of school pupil(s) of said district for the 2021-2022 school year, I hereby propose to furnish the required transportation described in the published legal notice and proposed contract for the sum of

\$_____ per day with the following equipment:

(Chassis)	(Body)	(Year)	(Pupil Capacity)
-----------	--------	--------	------------------

Alternates:

(Chassis)	(Body)	(Year)	(Pupil Capacity)
-----------	--------	--------	------------------

(Chassis)	(Body)	(Year)	(Pupil Capacity)
-----------	--------	--------	------------------

\$_____ per day for bus aide

\$_____ per day total cost of transportation with bus aide.

Date of Bid

Authorized Signature

Please Print:

NAME OF BIDDER/FIRM_____

REPRESENTATIVE_____

TITLE_____

BUSINESS ADDRESS_____

TELEPHONE_____

BID PROPOSAL CERTIFICATIONS

A. Non-Collusive Bidding Certification.

By submission of this bid proposal, the bidder certifies that he is complying with Section 103-d of the General Municipal Law as follows:

1. Statement of non-collusion in bids and proposals to political subdivision of the state. Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: Non-collusive bidding certification.
 - "(a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:
 - (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or competitor;
 - (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
 - (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition."
 - (b) A bid shall not be considered for award nor shall any award be where (a)(1), (2) and (3) above have not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where (a)(1), (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph (a)(2).

BID PROPOSAL CERTIFICATIONS (Continued)

2. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of the section shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

B. General Bid Certification

We, the undersigned, certify to furnish all materials, equipment and/or services called for, in full accordance with the specifications and instructions in the attached bid documents, and agree to all conditions therein at the prices herein quoted.

Date of Bid

Authorized Signature

Please Print:

NAME OF BIDDER/FIRM _____

REPRESENTATIVE _____

TITLE _____

BUSINESS ADDRESS _____

TELEPHONE _____

Board Recommendation Sheet for *January 10, 2023*

Personnel Schedule 543 REVISED

PRINTED: *Monday, January 9, 2023*

Page 1 of 2

Category	Last Name:	Type of Action	Cert. Status	Certification Area:	Tenure Area:
	First Name:		FTE/Hours	Step/Pay	Prob. Period/Effective Date
	M.I. or Name:				

Substitute

Position Title: Teacher, Assistant, Monitor

<i>Koch</i>	Appointment for the 2022-23 School Year	None	NA	NA
<i>Madeline</i>				
<i>June</i>		NA	Per Board Approved Rate	January 11, 2023

Support Staff

Position Title: Administrative Secretary

<i>White</i>	Appointment (Probationary)	None	NA	NA
<i>Lisa</i>				
<i>J.</i>		Full-time (12 months)	\$45,540/year with benefits per benefits statement (prorated for the 2022-23 school year)	Probationary period effective January 11, 2023-January 10, 2024

Position Title: Cleaner

<i>Granger</i>	Resignation for Retirement Purposes	None	NA	NA
<i>Sharon</i>				
<i>M.</i>		NA	NA	Effective December 31, 2022

Position Title: Keyboard Specialist II

<i>Campbell</i>	Appointment (Probationary)	None	NA	NA
<i>Shirley</i>				
<i>Anne</i>		Full-time (12 months)	\$16.25/hour with benefits per WSSA Contract	Probationary period effective January 11, 2023-January 10, 2024

Category	LastName:	Type of Action	Cert. Status	Certification Area:	Tenure Area:
	First Name:		FTE/Hours	Step/Pay	Prob. Period/Effective Date
	M.I. or Name:				

Support Staff

Position Title: School Monitor

<i>Bang</i>	Appointment for the 2022-23	None	NA	NA
<i>Marcia</i>	School Year (Probationary)			
<i>E.</i>		6.5 hours/day	\$14.20/hour, with an additional \$.50/hour differential (as long as the conditions in WSSA Contract exist) with benefits per WSSA Contract	January 11, 2023 (with a 12 month probationary period per Civil Service Law)

Position Title: School Secretary

<i>Bodine</i>	Appointment (Probationary)	None	NA	NA
<i>Jessica</i>				
<i>M.</i>		Full-Time (12 months)	\$15.67/hour with benefits per WSSA Contract	Probationary period effective January 11, 2023-January 10, 2024