

**BOARD OF EDUCATION  
Ellicottville Central School**

**Regular Meeting  
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**Sht. No. 1757  
April 9, 2013**

**OFFICIAL MINUTES**

**Members Present:** Roger Spell, Connie Hellwig, Carl Calarco, Steve Crowley

**Members Absent:** Lynn Eddy, James Wiley

**Staff Present:** Mark Ward, Melissa Sawicki, Robert Miller, Aimee Kilby

**Staff Absent:** Connie Poulin

**Others Present:** Jann Wiswall (Ellicottville Times), Sharon Turano (Villager)

**Call to order of meeting**

President Spell called the regular meeting of April 9, 2013 of the Ellicottville Central School Board of Education to order at 7:30 p.m. The pledge to the flag of the United States was recited.

**Roll Call**

Lynn Eddy and James Wiley - absent

**Changes, Additions and Deletions to the Agenda**

Additions:

- 7a. Note card from Aidan Wilson
- 7b. Note card from Barb Sergel
- 10c. Acknowledgment of March 2013 Claims Auditor Report.
- 12e. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_, upon the recommendation of Mark J. Ward, Superintendent of schools approval of a resolution authorizing execution of proposal for financial consulting services with Bernard P. Donegan, Inc.
- 12f. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_, upon the recommendation of Mark J. Ward, Superintendent of schools accept a donation from the Ellicottville Sports Boosters of a home run fence for the girls softball field (value around \$1300).
- 12g. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_, upon the recommendation of Mark J. Ward, Superintendent of schools approval of Aimee Kilby (District Treasurer) as the back-up/deputy signature for Purchasing, Accounts Payable Checks and Payroll Checks.
- 12h. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_, upon the recommendation of Mark J. Ward, Superintendent of schools approval of Aimee Kilby (District Treasurer) as the signature for Cash Receipts.
- 12i. Moved by \_\_\_\_\_ seconded by \_\_\_\_\_, upon the recommendation of Mark J. Ward, Superintendent of schools approval of motion adopting bond resolution.
- 14a. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Joseph Schultz to the position of Maintenance Worker effective April 10, 2013 at a rate of \$10.30 per hour plus benefits prorated for the 2013-14 school year. This position carries a 1-year probationary period which will commence on April 10, 2013 and end on April 10, 2014.

**Statements and questions from the audience**

None

**Approve Agenda**

Moved by Hellwig, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the agenda for the April 9, 2013 Board of Education meeting with additions 7a, 7b, 10c, 12e, 12f, 12g, 12h, 12i, and 14a.

**Yes - 4  
No - 0  
Carried**

**Presentations & Reports**

None

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**Communications, Commendations**

- Note card from Aidan Wilson
- Note card from Barb Sergel
- All County (information in April newsletter)
- NHS Induction (March 25th @ Great Valley Fireman's Clubhouse, Blair Wood - advisor)
- School Musical- Bye Bye Birdie (great success @ Salamanca Auditorium)
- OM Team going on to Worlds in Michigan May 22-26. Staying in East Lansing in dorms.

**Informational Items**

None

**Superintendent's Report**

1. Adopt budget later in meeting. The overall projected tax increase will be 3.94% which is below the "Cap" and therefore will require a majority vote for approval. Tight budget with cuts made in many areas.
2. Net Books - ordering around 135, hopefully, in the current school year. If we order in this years budget we can hit the ground running in the fall. Shawne will come and do a presentation for the board.
3. Negotiating construction manager and architect fees. Already have the construction manager down around \$50,000-\$60,000. Researching rates and fees. Superintendent Ward stated that he met with the Capital Project team today. He stated that planning meetings will begin on April 23rd and any board member who would like to attend are welcome to join in. He stated that the first meeting will be held with the physical education and music teachers as well as the technology department. Future meetings will be scheduled on Tuesdays. Anticipation of moving dirt by June 1, 2014.

**Consent Items:**

Moved by Calarco, seconded by Crowley, upon the recommendation of Mark J. Ward, Superintendent of Schools to adopt the following Consent Agenda items:

- That the board approve the minutes of the regular meeting of March 19, 2013
- Acknowledgment of Claims Auditor Report dated March 28, 2013
- March 2013 Claims Auditor Report

**Discussion:** Steve Crowley noted that Karen Fitzpatrick (Claims Auditor) is doing a fine job with her reports. The Board commented that they like the format of her reports.

**Yes - 4  
No - 0  
Carried**

**Committee Reports:**

Audit Committee - Steve Crowley stated that the Audit Committee met prior to tonight's board meeting to review the RFP's for external auditing services. Superintendent Ward and Aimee Kilby (District Treasurer) narrowed the field down to four finalists. The Board audit committee reviewed the four and will have an interview with the top finalist at 6:00 pm on Tuesday, April 16th. A special board meeting will be held with an Executive Session only to conduct the interview.

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**New Business:**

Moved by Hellwig, seconded by Crowley, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Shirley Ditcher, Roberta Seeley and Janet Halladay as election inspectors at a rate of \$100 each for the May 21, 2013 Budget Vote and Board Member Election.

**Yes - 4  
No - 0  
Carried**

Moved by Calarco, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Richard Ehman as the voting machine custodian and technician at a rate of \$75 for the May 21, 2013 Budget Vote and Board Member Election.

**Yes - 4  
No - 0  
Carried**

Moved by Hellwig, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve propositions to be put before District Voters on Tuesday, May 21, 2013.

**BASIC BUDGET - Proposition #1**

Resolved: That the Board of Education of the Ellicottville Central School District in the County of Cattaraugus, State of New York, BE AND IS HEREBY AUTHORIZED TO EXPEND THE SUM OF \$10,891,507 for the 2013/2014 school year budget. The Basic Budget will provide funds for all of the educationally related services and the maintenance of our school building.

**SCHOOL BUS LEASE - Proposition #2**

Resolved: This proposition will authorize the Board of Education of the Ellicottville Central School District in the County of Cattaraugus, State of New York, to levy an additional \$31,000 to lease 2 (66 passenger) 2014 International School Buses for each of the next five years commencing with the 2013/2014 school year.

**ELLCOTTVILLE MEMORIAL LIBRARY - Proposition #3**

Resolved: that the Board of Education of the Ellicottville Central School District in the County of Cattaraugus, State of New York, BE AND IS HEREBY AUTHORIZED TO EXPEND THE SUM OF \$28,500 in tax money to support the Ellicottville Memorial Library.

**Yes - 4  
No - 0  
Carried**

Moved by Crowley, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the 2013 ECS Envirothon Team cabin camping at Allegany State Park on April 24, 2013 the day before the Envirothon competition. There will be 10 students and 2 teacher chaperone (Mr. Glenn Hall and Mrs. Suzana Baker).

**Yes - 4  
No - 0  
Carried**

Moved by Crowley, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent approval of a resolution authorizing execution of proposal for financial consulting services with Bernard P. Donegan, Inc. of Victor, New York (copy attached).

<b><u>Roll Call:</u></b>	Crowley	Yes
	Hellwig	Yes
	Calarco	Yes
	Spell	Yes

**Yes - 4  
No - 0  
Carried**

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Moved by Hellwig, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent accept a donation from the Ellicottville Sports Boosters of a home run fence for the girls softball field (value around \$1300).

**Yes - 4  
No - 0  
Carried**

Moved by Crowley, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent approval of Aimee Kilby (District Treasurer) as the back-up/deputy signature for Purchasing, Accounts Payable Checks and Payroll Checks.

**Yes - 4  
No - 0  
Carried**

Moved by Calarco, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent approval of Aimee Kilby (District Treasurer) as the signature for Cash Receipts.

**Yes - 4  
No - 0  
Carried**

Moved by Hellwig, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent approval of motion adopting bond resolution (see attached).

**Yes - 4  
No - 0  
Carried**

**Old Business:**  
None

**Personnel:**

Moved by Crowley, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Joseph Schultz to the position of Maintenance Worker effective April 10, 2013 at a rate of \$10.30 per hour plus benefits (prorated for the 2013-14 school year). This position carries a 1 year probationary period which will commence on April 10, 2013 and end on April 10, 2014.

**Yes - 4  
No - 0  
Carried**

Moved by Crowley, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Cathy Dunkleman to the permanent appointment as a part-time teacher aide effective retroactive to March 1, 2013 after successfully completing one year of probation.

**Yes - 4  
No - 0  
Carried**

**Principal's Reports:**

**Connie Poulin (Elementary Principal and CSE/CPSE Chairperson):** No report (absent)

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**Robert Miller (MS/HS Principal):**

1. NYS Assessments: April 16-18 Grades 3-8 ELA tests  
April 24-26 Grades 3-8 Math tests  
Busy time with testing. Have to inventory all tests.
2. Teacher Observations: in full swing. Using Right Reason Technology. 5-6 hours to compile reports. Time does not include pre, post and actual observation. Observations will be about 20 pages long.
3. Overwhelming amount of information coming from New York State Education Department right now.
4. 3-8 Assessments- regional scoring

**Policies:**

None

**Discussion Items:**

2013/2014 School Calendar: two drafts were submitted to board members. In the meantime Superintendent Ward received updated information regarding state testing dates so a third draft of the calendar will have to be made to accommodate the test dates. The calendar will be placed on the April 23rd board agenda for discussion. A third draft will be presented.

**Executive Session**

Motion by Hellwig, second by Crowley to enter into executive session at 9:05 pm to discuss a specific personnel matter.

**Yes - 4  
No - 0  
Carried**

Motion by Crowley, second by Calarco to come out of executive session and return to the regular meeting at 9:26 pm.

**Yes - 4  
No - 0  
Carried**

**Adjournment of Meeting**

Moved by Hellwig, second by Calarco to adjourn the board meeting of Tuesday, April 9, 2013 at 9:27 pm.

**Yes - 4  
No - 0  
Carried**

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District Clerk

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Deputy District Clerk