

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
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**Sht. No. 1739
August 14, 2012**

OFFICIAL MINUTES

Members Present: Roger Spell, Connie Hellwig, Steve Crowley, Carl Calarco,
Lynn Eddy, Aimee Kilby, James Wiley (via Adobe Connect)

Members Absent: None

Staff Present: Mark Ward, Melissa Sawicki, Connie Poulin, Robert Miller, Sharon Morton

Staff Absent: None

Others Present: Ken Hinman, Jenny Acklin (EvilleTimes), Sherry Dunkleman,
Rich Place (Salamanca Press)

Call to order of meeting

President Spell called the regular meeting of August 14, 2012 of the Ellicottville Central School Board of Education to order at 7:40 p.m. The pledge to the flag of the United States was recited.

Roll Call

All Present

Changes, Additions and Deletions to the Agenda

Deletions:

12c. Moved by _____, seconded by _____ upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the 2012-2013 Tax Levy.

Additions:

12e. Moved by _____, seconded by _____ upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of an agreement between The University of Rochester School of Medicine and Dentistry and Ellicottville Central School for the 2012-2013 school year.

16a. 1st Reading of Policy: #7522 Concussion Management

17a. Capital Project

Changes:

12d. becomes 12c

12e. becomes 12d

Statements and questions from the audience

Bike Path - Ken Hinman addressed the Board regarding a proposed bike path from Ellicottville to Great Valley. Mr. Hinman stated that the business owners have been given information on the proposal but the committee has yet to speak with landowners. Mr. Hinman stated that he wanted to let the Board know about the proposal because of the children in district that may use it and the dangers that are associated with the traffic on Route 219. Mr. Hinman stated that the committee is looking at speaking with a grant writer and has contacted the local Senator's offices to set up meetings to discuss the idea with them. Superintendent Ward stated that he thought community members would like a walk path as well and Mr. Hinman stated at this time the path is being called a "recreational trail". Mr. Hinman asked the Board to discuss the idea and get back to the committee with feed back whether it be positive or negative. Mr. Hinman added that the safety of the children is the first priority. The Board and Superintendent thanked Mr. Hinman for his time.

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Approve Agenda

Moved by Crowley, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the agenda for the August 14, 2012 Board of Education meeting with additions/changes and deletions.

**Yes - 7
No - 0
Carried**

Presentations & Reports

Sherry Dunkleman, Claims Auditor - Mrs. Dunkleman submitted a Annual Claims Auditor Report to the Board outlining her duties and also procedures that are followed. Mrs. Dunkleman stated that she would publicly like to thank Tara Davies and Sharon Morton for their excellent support and documentation of information. She added that without such support her job would be very difficult.

Communications, Commendations

- a) Thank you cards: Katie Andera

Informational Items

None

Superintendent's Report

- a) SLO Information
- b) District Micro Decisions for Student Learning Objectives (2 packets)
- c) Potential Capital Project - will discuss later in meeting

Consent Items:

Moved by Hellwig, seconded by Calarco, 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 July 24, 2012
- Acknowledgment of Claims Auditor Report dated August 3, 2012
- Approval of June 2012 Treasurer's Report

**Yes - 7
No - 0
Carried**

Committee Reports

Audit Committee - Steve Crowley stated that the Audit Committee met prior to tonight's meeting. He stated that the board committee as well as Superintendent Ward and Sharon Morton, District Treasurer reviewed the draft risk assessment report from the district's internal auditors - Management Advisory Group. He stated that they put a plan together to meet the recommendations made. Steve Crowley stated that while most of the recommendations were small there were a few bigger ones including: a monthly maintenance manual for buildings and grounds and vending machine accountability (having at least 2 people sign off).

Steve Crowley stated that he was part of an entrance interview with the External Auditors (Joel McCann - Buffamante, Whipple, Buttafaro, PC) at 11:00 am on August 8, 2012. He stated that the auditors are taking a risk based approach while conducting the audit. He stated that they would like to present the audit to the Board at the September 11th or 25th's meeting. Steve Crowley stated that they will be looking at the district's future finances, capital project, as well as current and future payment schedules.

Buildings, Grounds and Transportation - President Spell stated that he and Carl Calarco did a walk around the school property. He stated that Carl took some of the drainage plans to see if anything jumped out regarding the mold and drainage problems. Carl Calarco stated that they saw the new lawn mower and it was very nice. He added that he and President Spell walked the entire campus and it was a very busy place with all of the cleaning going on. In regards to the mold and drainage problems Carl Calarco stated that he thought the district should get professionals in to look at the ventilation system. Superintendent Ward stated that some of the engineering costs could be paid through a capital project (aidable). He stated he appreciates Roger and Carl taking time to come in and walk the building as well as Carl's engineering skills.

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New Business

Moved by Eddy, seconded by Wiley, upon the recommendation of the 2011/2012 Board Audit Committee approval of the 2012 Internal Audit Report.

**Yes - 7
No - 0
Carried**

Moved by Crowley, seconded by Kilby, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the attendance of Kimberly Watt at the State Nurse's Orientation meeting August 19-24, 2012 (and use of a school car as transportation to and from the Orientation).

**Yes - 7
No - 0
Carried**

Moved by Hellwig, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the following book to be used in the Music Theory class at ECS: Elementary Rudiments of Music (2nd Edition - Frederick Harris Music, Copyright 2010).

**Yes - 7
No - 0
Carried**

Moved by Hellwig, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent, approval of an EAP Contract with ESI (Employee Assistance Group) effective August 15, 2012 - June 30, 2013 for ECSRPA members.

Discussion: Superintendent Ward stated that this is a contractual item in the ECSRPA contract. He stated that it is \$1500 a year to cover the ECSRPA members.

**Yes - 7
No - 0
Carried**

Moved by Hellwig, seconded by Eddy upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of an agreement between The University of Rochester School of Medicine and Dentistry and Ellicottville Central School for the 2012-2013 school year.

**Yes - 7
No - 0
Carried**

Old Business

None

Personnel

Superintendent Ward stated that the JV Football Coach is going to resign because he will be attending Grad School. Coach Bergan is working on a replacement.

Principal's Reports

Connie Poulin (Elementary Principal/CSE-CPSE Chairperson):

1. Special Education Summer School
2. Code of Conduct
3. Scheduling
4. 6th Grade Comfort Building Pizza Party
5. SLO and EDoctrina

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Robert Miller (Middle School/High School Principal): absent

1. Code of Conduct
2. Summer School
3. E-Doctrina
4. Regents Tests Results compared to Cattaraugus/Allegany Schools - 2 reports handed out.
5. MS/HS Master Schedule - Mr. Miller wanted to thank Tammy Eddy for the role she has played in completing the master schedule this year. Mr. Miller stated that she has taken a new approach and he has had to spend less time on scheduling.
6. Senior "Welcome Back"
7. Meeting with Senator Cathy Young - Bob, Connie & Mark met with Senator Young regarding the State Education Department and all of the new requirements. Mr. Miller stated that Senator Young was receptive to having an Educational Committee meet before the State Senate goes back into session.

Policies

1st Reading: #7522 Concussion Management - Superintendent Ward stated that this will be discussed more at the next meeting and it is a required policy. He added that ECS has been testing athletes for the past three years.

Discussion Items

Capital Project - Superintendent Ward asked the Board where they want to go from here? He stated that the Building Condition Survey that was conducted last year included a laundry list of some things that should be addressed in a capital project, including asbestos and handicapped access. Superintendent Ward asked if the District should start holding public meetings. President Spell stated that he thought it was a good time to get involved and invite the public. Superintendent Ward stated that he will put an article in the September District Newsletter regarding a meeting and walkthrough. Steve Crowley stated that some areas of the building have outgrown their functionality. Carl Calarco stated that reconfiguring the gym is a good idea as it is used more than any other area of the building.

Adjournment of Meeting

Moved by Kilby, seconded by Hellwig to adjourn the regular meeting of August 14, 2012 at 9:55 pm.

**Yes - 7
No - 0
Carried**

District Clerk

Deputy District Clerk