

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
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**Sht. No. 1921
January 14, 2020**

OFFICIAL MINUTES

- Members Present:** Robert Van Wicklin, William Murphy, Carl Calarco, Shana Chudy, Debra Golley, Connie Hellwig, Leonard Zlockie
- Members Absent:** None
- Staff Present:** Robert Miller, Melissa Sawicki, Maren Bush, Erich Ploetz, Aimee Kilby
- Staff Absent:** None
- Others Present:** Ginna Hensel (Ellicottville Times)

Call to order of meeting

President Van Wicklin called the regular meeting of January 14, 2020 of the Ellicottville Central School Board of Education to order at 6:06 p.m. The pledge to the flag of the United States was recited.

Roll Call

All Present

Changes, Additions and Deletions to the Agenda

ADDITIONS:

- 13. Committee Reports**
- a.** Health & Safety
- 16. New Business**
- i.** Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools and the ECS Board of Education Budget Committee to authorize the School Business Executive, Aimee Kilby, to move funds not to exceed \$425,000 from the unassigned fund balance to various reserve accounts.
- j.** Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Katharine Burney (St. Bonaventure University – Graduate Student) to have an unpaid internship with Tammy Eddy, ECS Guidance Counselor, for 300 hours from January 21 - May 8, 2020.
- 17. Personnel:**
- e.** Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of resignation, from Kathleen Vaughn, f/t cleaner, effective 1/24/2020.
- f.** Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Dennis Davies Jr. to the position of full-time cleaner effective tentatively January 29, 2020 at a rate of \$11.80 per hour. This appointment carries a one-year probationary period which will begin on tentatively January 29, 2020 and end on tentatively January 29, 2021. The appointment is contingent upon a successful fingerprint clearance from New York State.
- g.** Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Jeff Dineen to the substitute cleaner list at a rate of \$11.80 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State.

Public Comment

None

Approve Agenda

Moved by Golley, seconded by Zlockie upon the recommendation of Robert Miller, Superintendent of Schools, to adopt the agenda of the January 14, 2020 Board of Education Meeting with additions.

**Yes – 7
No – 0
Carried**

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Presentations & Reports:

None

Communications, Commendations:

None

Informational Items:

CA BOCES – Call for Nominations

Superintendent's Report (Robert Miller):

1. Special Education classroom renovations complete. Thank you to Ashley Hellwig for her patience.
2. ESSA – Tim Cox from C/A BOCES met with ECS administrators to help sort out the information.
3. Capital Project – first of stakeholders meeting will take place on January 16th. Committee will meet every two weeks thereafter.
4. Tom Potter (Controller) is retiring from CA BOCES.
5. Maintenance Department is cleaning out the pole barn.
6. Candy Rose (CA BOCES) has offered to come to districts to help with new Special Education Certifications.

Principals Reports:

MS/HS Principal (Erich Ploetz)

1. Pancake Challenge
2. County Government
3. Middle-Level Leadership Conference (7th Grade Class Officers)
4. Upcoming Events:
 - Vermont Ski Trip – canceled (not enough students signed up)
 - ASVAB administered on January 8th. SAT will be administered at ECS on March 4.
 - Senior Disney Trip parent meeting set for January 22 @ 4:45 pm.
 - High School Musical Mamma Mia is scheduled for March 26, 27 and 28

Discussion: Shana Chudy asked if classes in the future will be going to Disney. Erich Ploetz stated that the current class (of 2020) was very aggressive with fundraising and was able to secure the funds over several years. Aimee Kilby stated that the class did not go through a travel agent and is combining with Dunkirk and Silver Creek for the Senior Trip to keep the costs low. Mr. Ploetz added that the advisors (Mrs. Kilby and Mrs. Nason) did a lot of work to make this Disney trip happen).

Elementary Principal/Director of Curriculum (Maren Bush)

1. Project Christmas – Special Thanks!
2. Winners of the Character Trait for November - Responsibility
3. PTO Family Fun Night a huge success
4. All District Holiday Chorus and Band Concerts
5. Faculty and Staff Holiday Band Concert
6. January Happenings: Ski Club begins, Benchmark Assessments to be completed by 1/29/2020, Character Trait for January is Perseverance, 2020 Reading Celebration

School Business Executive Report (Aimee Kilby)

1. Working on 1099's and W2's
2. ACA Documentation filing
3. ESSA Transparency Reporting Due 3/1/2020
4. 2018-19 Audit and CAP were approved by SED
5. Discussing/Planning stages for 2020-21 Budget

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Consent Items:

Moved by Murphy, seconded by Golley upon the recommendation of Robert Miller, Superintendent of Schools, approval to adopt the following Consent Agenda items:

- a. That the board approve the minutes of the meeting of December 10, 2019
- b. Acknowledgement of the December 10, 2019 and January 7, 2020 Claims Auditor Reports
- c. Approval of the November 2019 Treasurer's Report

**Yes – 7
No – 0
Carried**

Committee Reports:

Health & Safety (meeting was held on 1/13/2020) @ 3:15 pm in HS Library

- a. Safety Plans will be reviewed by the Committee at March meeting. Changes will be reviewed at May meeting and will be ready for public hearing in July and will be submitted to NYS in August.
- b. Beacon Lights are not working all the time. Marc Waters will be working on them.
- c. Lock Down and Fire Drills – still have a few more to do before the end of the school year.
- d. Lead Testing Training – Marc Waters and Joe Schultz have started classes. ECS will join COSER with CA BOCES. CA BOCES will have someone test the water. ECS has around 100 water faucets and fountains. The cost will be around \$600.
- e. Building Condition Survey – 2 years away. They are now performed on a rating cycle.
- f. Wellness Committee – having a fun challenge. Weight loss or walking steps. 2 teams – MS/HS and Elementary.
- g. Restorative Practices Training
- h. Parent Information Night – nothing planned for the next one. Looking at posting webinars on-line due to poor attendance at last one.
- i. Immunizations – ECS is in good shape.
- j. US Census – will publish info in newsletter.
- k. Staff Development Day 3/20/20 – will include some Health & Safety Training
- l. Capital Improvements Project – will include safety upgrades

Discussion Items:

Modified Football – Superintendent Miller stated that a meeting was held with ECS staff and Franklinville staff regarding the start of a modified football team. He stated that Little League has changed their structure because numbers are dwindling. The concern is if schools start going to modified football and ECS/Franklinville does not, there won't be anyone for little league to play. He stated that the new structure is: 8 & 9 year old's will be on Pee Wee, and 10 & 11 year old's will be on Midgets. There would not be a team for 12 & 13 year old's to play on if there is not a modified team. Superintendent Miller stated that the cost of starting a modified football program would be around \$18,500. This would be the first-year startup cost because uniforms and equipment need to be ordered for the players as well as uniforms for the cheerleaders.

Discussion: Carl Calarco stated that the current uniforms of some of the modified teams are not great and they are representing the school. He stated that those uniforms need to be looked at first before a new team is added. Deb Golley stated that Little League may donate to help defray first year costs. Superintendent Miller stated that he will continue to work on the modified program.

Old Business:

None

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New Business:

Moved by Hellwig, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the 2020-2021 Budget Preparation Calendar.

**Yes – 7
No – 0
Carried**

Moved by Calarco, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the September thru December 2019 fire drills and lock down drills at ECS.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval to establish a Capital Project checking account at M&T Bank. This account is to be used for transactions association with the December 10, 2019 Capital Improvements Project.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Hellwig, upon the recommendation of Robert Miller, Superintendent of Schools, approval to transfer money from the General Savings Account to the Capital Checking Account to cover costs incurred by the proposed Capital Improvements Project 2019.

**Yes – 7
No – 0
Carried**

Moved by Golley, seconded by Chudy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Sandra Tomblin as a volunteer in elementary classrooms for the 2019-2020 school year.

**Yes – 7
No – 0
Carried**

Moved by Hellwig, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval the following bond resolution to-wit:

A BOND RESOLUTION, DATED JANUARY 14, 2020, OF THE BOARD OF EDUCATION OF THE ELLICOTTVILLE CENTRAL SCHOOL DISTRICT, CATTARAUGUS COUNTY, NEW YORK (THE “DISTRICT”) AUTHORIZING THE DISTRICT (1) TO UNDERTAKE AN APPROVED CAPITAL IMPROVEMENTS PROJECT, 2019 (THE “PROJECT”) CONSISTING OF THE RECONSTRUCTION AND RENOVATION OF, AND THE CONSTRUCTION OF IMPROVEMENTS AND UPGRADES TO, VARIOUS DISTRICT BUILDINGS AND FACILITIES (AND THE SITES THEREOF) AT AN ESTIMATED MAXIMUM COST OF \$8,400,000 AND (2) TO ISSUE SERIAL BONDS OR OTHER OBLIGATIONS OF THE DISTRICT (IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$8,400,000) TO FINANCE THE ESTIMATED MAXIMUM COST OF THE PROJECT, AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES (IN ANTICIPATION OF THE SALE OF SUCH OBLIGATIONS) TO THE PRESIDENT OF THE BOARD OF EDUCATION OF THE DISTRICT

WHEREAS, at the special meeting and vote of the qualified voters of the Ellicottville Central School District, Cattaraugus County, New York (the “District”), that was held on December 10, 2019, a proposition (the “Proposition”) was duly adopted authorizing the Board of Education of the District (the “Board”) (1) to undertake, in general accordance with a referenced project plan, a Capital Improvements Project, 2019 (the “Project”) consisting of the reconstruction and renovation of, and the construction of improvements and upgrades to, various District buildings and facilities (and the sites thereof), the purchase of original furnishings, equipment, machinery and apparatus required in connection with the purposes for which such buildings, facilities and sites are used, and all ancillary or related work required in connection therewith, including

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preliminary costs and costs incidental thereto and in connection with the financing thereof, all at an estimated maximum cost of \$8,400,000 and (2) to levy a tax to finance the estimated maximum cost of the Project, such tax to be collected in annual installments, with obligations of the District to be issued in anticipation thereof; and

WHEREAS, it is now desired to authorize the expenditure of up to \$8,400,000 for such purpose, and to provide for the financing thereof in accordance with the Proposition;

NOW, THEREFORE,

BE IT RESOLVED, by the Board (by a favorable vote of at least two-thirds of all of the members of the Board), as follows:

Section 1. The class of objects or purposes to be financed pursuant to this resolution is the reconstruction and renovation of, and the construction of improvements and upgrades to, various District buildings and facilities (and the sites thereof), to implement various health, safety, accessibility and Code compliance measures required by the State Education Department in connection with any significant capital project and various other measures that are generally described in (but are not to be limited by) the written plan for the Project that was prepared by the District (with the assistance of SEI Design Group) and is on file with the District Clerk, and being subject to the possibility of reallocation, deletion, revision or supplementation, as provided in the public notice of the vote on the Proposition. The foregoing work shall include the purchase of original furnishings, equipment, machinery and apparatus required in connection with the purposes for which such buildings, facilities and sites are used, and all ancillary or related work required in connection therewith, including preliminary costs and costs incidental thereto and in connection with the financing thereof.

Section 2. The estimated maximum cost of such class of objects or purposes is determined to be \$8,400,000, which expenditure is hereby authorized. The plan for the financing of the Project is to issue up to \$8,400,000 of serial bonds or other obligations of the District that may be lawfully issued under the Local Finance Law (the issuance of which being hereby specifically authorized for the financing of the estimated maximum cost of the Project), with such amount to be offset by any federal, state, county and/or local funds received by the District for the Project. Unless paid from other sources or charges, such estimated maximum cost of the Project is to be paid by the levy and collection of taxes on all the taxable real property in the District to pay the principal of such bonds or other obligations, and the interest thereon, as the same shall become due and payable.

Section 3. It is hereby determined that the period of probable usefulness of the class of objects or purposes referred to in Section 1 hereof is 30 years, pursuant to subdivision 97 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. Subject to the provisions of this resolution and of the Local Finance Law, and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and of Section 50.00, Sections 56.00 to 60.00, Section 62.00, Section 62.10, Section 63.00, and Section 164.00 of the Local Finance Law, the powers and duties of the Board pertaining or incidental to the sale and issuance of the obligations herein authorized, including but not limited to authorizing bond anticipation notes and prescribing the terms, form and contents and details as to the sale and issuance of the bonds herein authorized and of any bond anticipation notes issued in anticipation of such bonds, and the renewals of such notes, are hereby delegated to the President of the Board, as the chief fiscal officer of the District. Without in any way limiting the scope of the foregoing delegation of powers, the President of the Board, to the extent permitted by Section 58.00(f) of the Local Finance Law, is specifically authorized to accept bids submitted in electronic format for any bonds or notes of the District.

Section 5. The District's prior authorization (on October 8, 2019) of the temporary use of available funds of the District not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, pursuant to Section 165.10 of the Local Finance Law, for the purpose or purposes described in Section 1 of this resolution, is hereby reaffirmed. The District reasonably expects to reimburse any such expenditures (to the extent made after the date hereof or within 60 days prior to the earlier of (1) October 8, 2019 or (2) any earlier expression by the District of its intent to reimburse expenditures for the Project or any earlier iteration of the Project) with the proceeds of the obligations authorized by Section 2 of this resolution (or with the proceeds of any bond anticipation notes issued in anticipation of the sale of such obligations). This resolution shall constitute a reaffirmation of the District's "official intent" to reimburse the expenditures authorized by Section 2 hereof (or expenditures for any earlier iteration of the Project) with such proceeds, as required by United States Treasury Regulations Section 1.150-2.

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Section 6. Each of the obligations authorized by this resolution, and any notes issued in anticipation of the sale of such obligations, shall contain the recital of validity as prescribed by Section 52.00 of the Local Finance Law, and such obligations shall be general obligations of the District, payable as to both principal and interest by a general tax upon all the taxable real property within the District, without limitation as to rate or amount (subject to certain statutory limitations imposed by Chapter 97 of the 2011 Laws of New York). The faith and credit of the District are hereby irrevocably pledged for the payment of the principal of and interest on such obligations, and provision shall be made annually in the budget of the District by appropriation for (1) the amortization and redemption of any such obligations to mature in such year and (2) the payment of interest on any such obligations to be due and payable in such year.

Section 7. The President of the Board is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the obligations authorized by this resolution, and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and may designate the obligations authorized by this resolution, and any notes issued in anticipation thereof, as "qualified tax-exempt obligations" in accordance with Section 265(b)(3) of the Code.

Section 8. The President of the Board is further authorized to enter into a continuing disclosure agreement with the initial purchaser of the obligations authorized hereunder (or any bond anticipation notes issued in anticipation of the sale of such obligations), containing provisions that are satisfactory to such purchaser in compliance with the provisions of Rule 15c2-12, as promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended.

Section 9. The President of the Board is further authorized to call in and redeem any outstanding obligations (at such times and in such amounts and maturities as may be deemed appropriate after consultation with District officials and the District's municipal advisor), to approve any related notice of redemption, and to take such actions and execute such documents as may be necessary to effectuate any such calls for redemption pursuant to Section 53.00 of the Local Finance Law, with the understanding that no such call for redemption will be made unless such notice of redemption shall have first been filed with the District Clerk.

Section 10. In the absence or unavailability of the President of the Board, the Vice President of the Board is hereby specifically authorized to exercise the powers delegated to the President of the Board in this resolution.

Section 11. The District Clerk is hereby authorized and instructed to publish this resolution, or a summary thereof, together with a notice in substantially the form provided by Section 81.00 of the Local Finance Law, in the Olean Times Herald and the Ellicottville Times, which have been designated as the official newspapers of the District. The validity of the obligations authorized hereby, or of any bond anticipation notes issued in anticipation of the sale of such obligations, may be contested only if:

- (1) (a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or
(b) the provisions of law which should be complied with at the date of publication of this resolution (or a summary thereof) are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within 20 days after the date of such publication; or
- (2) such obligations are authorized in violation of the provisions of the Constitution of New York.

Section 12. This resolution is effective immediately and shall be placed in the official minutes of the Board as an official action of the Board.

**Yes – 7
No – 0
Carried**

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Moved by Zlockie, seconded by Murphy, approval for Robert Miller to approve and authorize change orders up to \$30,000 for the December 10, 2019 Capital Improvements Project.

**Yes – 7
No – 0
Carried**

Moved by Golley, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Elizabeth Yates (St. Bonaventure University) to shadow ECS Guidance Counselors from January 15 - June 24, 2020.

**Yes – 7
No – 0
Carried**

Moved by Hellwig, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools and the ECS Board of Education Budget Committee to authorize the School Business Executive, Aimee Kilby, to move funds not to exceed \$425,000 from the unassigned fund balance to various reserve accounts.

**Yes – 7
No – 0
Carried**

Moved by Murphy, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Katharine Burney (St. Bonaventure University – Graduate Student) to have an unpaid internship with Tammy Eddy, ECS Guidance Counselor, for 300 hours from January 21 - May 8, 2020.

**Yes – 7
No – 0
Carried**

Personnel:

Moved by Golley, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Melissa Metzler to the substitute teacher list (certified) at a rate of \$105 per day. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7
No – 0
Carried**

Moved by Golley, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Danielle Norton and Dawn Rowland as basketball scorekeepers for the 2019-2020 school year.

**Yes – 7
No – 0
Carried**

Moved by Calarco, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Jamie Edwards to the position of Drama Club – Assistant Director: Accompanist for the 2019-2020 school year.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of resignation, from Kristen Pearl, as substitute caller, effective 1/30/2020.

**Yes – 7
No – 0
Carried**

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Moved by Chudy, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of resignation, from Kathleen Vaughn, f/t cleaner, effective 1/24/2020.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Dennis Davies Jr. to the position of full-time cleaner effective tentatively January 29, 2020 at a rate of \$11.80 per hour. This appointment carries a one-year probationary period which will begin on tentatively January 29, 2020 and end on tentatively January 29, 2021. The appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7
No – 0
Carried**

Moved by Hellwig, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Jeff Dineen to the substitute cleaner list at a rate of \$11.80 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7
No – 0
Carried**

**Policy & Regulation
None**

CSE/CPSE Recommendations:

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, to approve the following resolution: BE IT RESOLVED by the Board of Education of the Ellicottville Central School District: That the Ellicottville Central School District has reviewed the recommendations of the District’s Committee on Special Education (#900501140, 900500961, 900500260, 900500807, 900500404, 900500908, 900500348, 900500256, 900500892, 900500891, 900500413, 900500414, 900500809, 900501358, 900500457, 900501057, 900500878, 900500887, 900500808, 900500777) at its meeting on January 14, 2020 and approves all necessary arrangements as the most reasonable and appropriate special service(s) and/or program(s) for the implementation of those recommendations (November 27, 2019 – January 7, 2020).

**Yes – 7
No – 0
Carried**

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Executive Session

Moved by Zlockie, seconded by Golley to enter into executive session at 6:55 pm to discuss three contractual items and one personnel item.

**Yes – 7
No – 0
Carried**

Moved by Chudy, seconded by Golley, to come out of executive session and return to the regular meeting at 7:57 p.m.

**Yes – 7
No – 0
Carried**

Adjournment of Meeting

Moved by Golley seconded by Chudy, to adjourn the regular meeting of January 14, 2020 at 7:58 p.m.

**Yes – 7
No – 0
Carried**

District Clerk

Deputy District Clerk