

**BOARD OF EDUCATION
Ellicottville Central School**

Regular Meeting
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Sht. No. 1910
June 18, 2019

OFFICIAL MINUTES

Members Present: Connie Hellwig, William Murphy, Carl Calarco, Debra Golley, Nicole Klein, Robert Van Wicklin, Leonard Zlockie

Members Absent: All present

Staff Present: Robert Miller, Erich Ploetz, Maren Bush, Melissa Sawicki, Aimee Kilby

Staff Absent: All Present

Others Present: Shana Chudy, Louisa Benatovich (Ellicottville Times)

Call to order of meeting

President Hellwig called the regular meeting of June 18, 2019 of the Ellicottville Central School Board of Education to order at 7:00 p.m. The pledge to the flag of the United States was recited.

Roll Call

All Present

Thank You

President Hellwig thanked Mrs. Nicole Klein for her five years of service on the Board of Education. Mrs. Hellwig stated that Mrs. Klein will be missed. This is Mrs. Kleins last board meeting of her term.

Changes, Additions and Deletions to the Agenda

Additions to the Agenda:

8. Informational Items:

c. New York State Audit (Information Technology) July 1, 2016 – December 18, 2018

16. New Business:

- i. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools & Aimee Kilby, School Business Executive, approval of the creation of a Retirement Contribution Reserve Fund.
- j. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools & Aimee Kilby, School Business Executive, approval to transfer an amount not to exceed \$250,000 from the unassigned fund balance to various reserve funds (EMBLR, Retirement and Repair). To ensure that the District is following Real Property Tax Law 1318, recommending the district have an unassigned fund balance of 4%.

17. Personnel:

a. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following fall sports coaches for the 2019-20 school year (contingent upon number of students in each sport):

•Assistant Varsity Football	Chris Mendell
•JV Football	Bill Delity
•Boys Assistant Soccer	Chris Keenan
•Boys Modified Soccer (2 teams)	Chris Edwards Zach Gelen
•Girls Assistant Soccer	Katie Taylor
•Girls Modified Soccer	Dan LaCroix
•Girls JV Volleyball	Danielle Norton
•Girls Modified Volleyball	Tracie Myers

d. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following advisors for the 2019-2020 school year:

6-8 Musical	•Director (Stage)	Crystal Wilder
	•Asst. Director (Production)	TBD
	•Asst. Director (Vocal)	Pat Waldron
	•Asst. Director (Choreographer)	TBD
Music Association	•Pat Waldron, Kathy Weller, Crystal Wilder	
10 th Grade	•Jackie James, Melanie Van Wicklin	
11 th Grade	•TBD	

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12 th Grade	•Aimee Kilby, Cathie Nason	
6-12 Student Council	•Melissa Reedy, Jackie James	
6 th Grade	•Chelsea Cole, Shannon Palmatier, Lynette Sexton	
7 th Grade	•Kristen Pearl, Elizabeth Weber	
8 th Grade	•Joe Steger, TBD	
9 th Grade	•Elizabeth Weber, Vicky Williams	
Audio-Visual Dir/ETV	•Chris Edwards	
Common Core Specialists	•N/A	
Computer Coordinator	•Shawne Hunt	
Computer Lab Monitor	•TBD	
Detention Monitors	•June Chapman, Marie Davis	
Drama Club Advisors	•Director (Stage)	Pat Waldron
	•Asst. Director (Production)	Shawne Hunt
	•Asst. Director (Vocal)	TBD
	•Asst. Director (Choreographer)	TBD
	•Asst. Director (Accompanist)	TBD
Ecology Club & Envirothon	•Glenn Hall	
Yearbook	•Carrie Bauer, Chris Edwards	
ESPRA	•Carrie Bauer	
Fitness Room Supervisors.	•Chelsea Cole, Tracie Myers, Tammy Eddy	
Homework Club Substitutes	•TBD	
Homework Club/Academic Tutors	•TBD	
Jazz Chorus Director	•Pat Waldron	
National Honor Society	•Blair Wood	
OM Advisors	•TBD	
OM Coordinator	•TBD	
Peer Tutor Coordinator	•Carrie Bauer	
Robotics	•Chris Edwards, Blair Wood	
Ski Club	•Glenn Hall	
Stage or Jazz Band	•Crystal Wilder	
Substitute Computer Lab Monitor	•TBD	
Substitute Detention Monitor	•TBD	
Trap Team	•Robert Poole	
Varsity Club	•TBD	
Video Photographer	•TBD	
Web Master	•Chris Edwards	
One Act Plays	• Director	TBD
	• Assistant Director	TBD
Quiz Bowl	•Ann Chamberlain	
World Language Club	•Jamie Edwards, Meghan Emborsky	

- i. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of resignation from Randy Wisner, Sr. Maintenance Mechanic, effective July 9, 2019. Mr. Wisner's last day of employment in the district will be July 8, 2019.

Public Comment

Shana Chudy asked if the District would re-check its submission of the 2019-2020 Community Eligibility Provision (CEP) Application (Free & Reduced Meal Program). She stated that the deadline is June 30, 2019. Mrs. Chudy added that if the District qualifies, it would entitle each student \$500 towards meals. Superintendent Miller stated that he will ask Mrs. Williams to recheck again before the deadline, he added that Mrs. Williams watches the program very carefully and checks the eligibility of the district a couple of times a year. The District has not qualified in the past.

Approve Agenda

Moved by Klein, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, to adopt the agenda of the June 18, 2019 Board of Education Meeting with additions.

**Yes – 7
No – 0
Carried**

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Presentations & Reports:

None

Communications, Commendations:

NYSSBA Board Excellence Training Award – Robert Van Wicklin

Informational Items:

- DRAFT – Board Meeting Dates 2019-2020 school year
- NYSSBA Board of Director Election Nominations
- New York State Audit (Information Technology) July 1, 2016 – December 18, 2018

Superintendent's Report (Robert Miller):

1. Business First Rankings for ECS: Elementary School #20 out of 252 schools (ahead of 92.4% of schools). Middle School 28 of 191 (ahead of 85.8% of schools). High School #49 of 131 (ahead of 63.1% of schools). District #21 of 96 (ahead of 73.7% of schools).
2. Smart Schools Bond Act – District will use the last \$30,000 to purchase 3 Touch Screens and to pay for the server for the security system. The District received a total of \$343, 647
3. Graduation is right around the corner (June 28, 2019 @ 7 pm in The Ward.

Principals Reports:

MS/HS Principal (Erich Ploetz)

1. End of Year Finals & Regents Exams
2. Class of 2021 create a living encyclopedia
3. Prom 2019 a success!
4. ECS makes donation to support Bishop family.
5. Driver Education returning to ECS this summer (Mr. Mendell – teacher, 24 students will participate).
6. Congratulations to the Class of 2019.....Seniors walked the halls with their caps and gowns on.

Elementary Principal/Director of Curriculum (Maren Bush)

1. Elementary Field Trips
2. Mini Grants: PEDALS Grant (PreK- Mrs. Schwartz), Cattaraugus County Youth Bureau 2019 Local Community Mini-Grant and Summer Tutoring Program – Ellicottville Rotary Club (Reading Specialist – Dr. Davis)
3. 3rd Grade Writing pieces
4. Summer Reading at New York Libraries
5. Flooring Project

School Business Executive Report (Aimee Kilby)

No Report

Consent Items:

Moved by Murphy, seconded by Zlockie, 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 June 4, 2019
- b. Acknowledgement of the June 11, 2019 Claims Auditor Report
- c. Approval of the May 2019 Treasurer's Report

**Yes – 7
No – 0
Carried**

Committee Reports:

None

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Discussion Items:

- a. Changes in Voting Laws – time off for school workers
- b. Vaccinations – a letter will be sent home to students who have not been vaccinated as well as a blurb in the September newsletter. New Legislation passed – no more religious exemptions for vaccinations.
- c. Athletics for Home School Students – this is being introduced in the NYS Legislature. NYSCOSS and NYSPHSAA are against it. There will be no academic eligibility, no student in good standing, etc. Will share info as it becomes available.

Old Business:

- a. Emergency Capital Project (update): Tile is all installed as well as kickboards. The floors are being sealed and will need 72 hours to set. The goal is to let teachers back in to classrooms before the end of next week. Students will not be moved back until next school year.
- b. ECS Emergency Management Plan (Safety Plan). A public hearing was held on June 4, 2019.

New Business:

Moved by Klein, seconded by Calarco, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a youth soccer camp for ECS students in grades 1-5, July 1 – 3, 2019. This camp will be staffed by ECS teachers, coaches and high school students.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a request from Rebecca Pierce, Town of Great Valley Summer Youth Program, for ECS to provide transportation for the program from July 8 - August 15, 2019.

**Yes – 7
No – 0
Carried**

Moved by Calarco, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the Board of Education authorizing Aimee Kilby, School Business Executive, to make year-end transfers up to June 30, 2019.

**Yes – 7
No – 0
Carried**

Moved by Golley, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the fire drills and lock down drills held by Ellicottville Central School from January - June 2019.

**Yes – 7
No – 0
Carried**

Moved by Murphy, seconded by Klein, upon the recommendation of Robert Miller, Superintendent of Schools, approval for Aimee Kilby, School Business Executive, to withdraw funds for the 2018-2019 school year from the EMBLR account in an amount not to exceed \$69,750.62. This withdrawal will be used to cover retiree health insurance costs and retirement payouts.

**Yes – 7
No – 0
Carried**

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Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval to close out the Class of 2018 student activity account and transfer the balance of \$94.33 to the Student Council Account.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval for Aimee Kilby, School Business Executive, to move \$100,168.42 plus accrued interest, from the Tax Certiorari Reserve Account to the EMBLR Reserve Account.

**Yes – 7
No – 0
Carried**

Moved by Calarco, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval to sell, on Auctions International, a 2008 Chrysler Town & Country mini-van with 180,000 miles.

**Yes – 7
No – 0
Carried**

Moved by Klein, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools & Aimee Kilby, School Business Executive, approval of the creation of a Retirement Contribution Reserve Fund.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Van Wicklin, upon the recommendation of Robert Miller, Superintendent of Schools & Aimee Kilby, School Business Executive, approval to transfer an amount not to exceed \$250,000 from the unassigned fund balance to various reserve funds (EMBLR, Retirement and Repair). To ensure that the District is following Real Property Tax Law 1318, recommending the district have an unassigned fund balance of 4%.

**Yes – 7
No – 0
Carried**

Personnel:

Moved by Calarco, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following fall sports coaches for the 2019-20 school year (contingent upon number of students in each sport):

•Assistant Varsity Football	Chris Mendell
•JV Football	Bill Delity
•Boys Assistant Soccer	Chris Keenan
•Boys Modified Soccer (2 teams)	Chris Edwards, Zach Gelen
•Girls Assistant Soccer	Katie Taylor
•Girls Modified Soccer	Dan LaCroix
•Girls JV Volleyball	Danielle Norton
•Girls Modified Volleyball	Tracie Myers

**Yes – 7
No – 0
Carried**

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Moved by Golley, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of retirement from Edward Crowley (bus driver) effective August 30, 2019.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Scott Wilson as a Common Core Specialist (retroactive) for the 2018-2019 school year.

**Yes – 7
No – 0
Carried**

Moved by Golley, seconded by Klein, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following advisors for the 2019-2020 school year:

6-8 Musical	•Director (Stage)	Crystal Wilder
	•Asst. Director (Production)	TBD
	•Asst. Director (Vocal)	Pat Waldron
	•Asst. Director (Choreographer)	TBD
Music Association	•Pat Waldron, Kathy Weller, Crystal Wilder	
10 th Grade	•Jackie James, Melanie Van Wicklin	
11 th Grade	•TBD	
12 th Grade	•Aimee Kilby, Cathie Nason	
6-12 Student Council	•Melissa Reedy, Jackie James	
6 th Grade	•Chelsea Cole, Shannon Palmatier, Lynette Sexton	
7 th Grade	•Kristen Pearl, Elizabeth Weber	
8 th Grade	•Joe Steger, TBD	
9 th Grade	•Elizabeth Weber, Vicky Williams	
Audio-Visual Dir/ETV	•Chris Edwards	
Common Core Specialists	•N/A	
Computer Coordinator	•Shawne Hunt	
Computer Lab Monitor	•TBD	
Detention Monitors	•June Chapman, Marie Davis	
Drama Club Advisors	•Director (Stage)	Pat Waldron
	•Asst. Director (Production)	Shawne Hunt
	•Asst. Director (Vocal)	TBD
	•Asst. Director (Choreographer)	TBD
	•Asst. Director (Accompanist)	TBD
Ecology Club & Envirothon	•Glenn Hall	
Yearbook	•Carrie Bauer, Chris Edwards	
ESPRA	•Marie Davis	
Fitness Room Supervisors.	•Chelsea Cole, Tracie Myers, Tammy Eddy	
Homework Club Substitutes	•TBD	
Homework Club/Academic Tutors	•TBD	
Jazz Chorus Director	•Pat Waldron	
National Honor Society	•Blair Wood	
OM Advisors	•TBD	
OM Coordinator	•TBD	
Peer Tutor Coordinator	•Carrie Bauer	
Robotics	•Chris Edwards, Blair Wood	
Ski Club	•Glenn Hall	
Stage or Jazz Band	•Crystal Wilder	
Substitute Computer Lab Monitor	•TBD	
Substitute Detention Monitor	•TBD	
Trap Team	•Robert Poole	

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Varsity Club	•TBD	
Video Photographer	•TBD	
Web Master	•Chris Edwards	
One Act Plays	• Director	TBD
	• Assistant Director	TBD
Quiz Bowl & Scholastic Challenge	•Ann Chamberlain	
World Language Club	•Jamie Edwards, Meghan Emborsky	
		Yes – 7 No – 0 Carried

Moved by Zlockie, seconded by Klein, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following for the 2019-2020 school year:

Substitute Caller	•Kristen Pearl	
Afterschool Office Aide	•Kristen Pearl	
Receiving Clerk	•Tammy Auge	
		Yes – 7 No – 0 Carried

Moved by Golley, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Edward Crowley to the substitute bus driver list effective July 1, 2019.

**Yes – 7
No – 0
Carried**

Moved by Calarco, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Dave Pelton to the substitute bus driver list effective July 1, 2019.

**Yes – 7
No – 0
Carried**

Moved by Murphy, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, and the Board Negotiations Committee, approval of an employment agreement with Confidential Management employees Vicky Williams and Randy Wisser, for the 2019-2020, 2020-2021 and 2021-2022 school years.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Klein, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of resignation from Randy Wisser, Sr. Maintenance Mechanic, effective July 9, 2019. Mr. Wisser's last day of employment in the district will be July 8, 2019.

**Yes – 7
No – 0
Carried**

Policy & Regulation

First Reading of Policy #3280 Use of School Facilities, Materials and Equipment

Discussion: Superintendent Miller reviewed the proposed changes to Policy #3280. He stated that changes will also be made to the Use of Facilities Routing Form and a few other regulations pertaining to field and building use. The second reading of the policy will be on July 9th with the approval of the policy on July 30, 2019.

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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 (#900501229, 900501263, 900501261, 900501301, 900500767, 900500177, 900500063, 900501317, 900501314, 900501147, 900501232, 900501229, 900501263, 900501261, 900501295, 900501233, 900501306, 900501068, 900500260, 900500112, 900501294) at its meeting on June 18, 2019 and approves all necessary arrangements as the most reasonable and appropriate special service(s) and/or program(s) for the implementation of those recommendations (May 17 - June 12, 2019).

**Yes – 7
No – 0
Carried**

Executive Session

Moved by Klein, seconded by Zlockie, to enter into executive session at 7:44 pm to discuss one contract negotiation (ECSPPRA) and two specific personnel items.

**Yes – 7
No – 0
Carried**

Moved by Murphy, seconded by Golley, to come out of executive session at 9:15 pm and return to the regular meeting.

**Yes – 6
No – 0
Carried**

Adjournment of Meeting

Moved by Klein, seconded by Calarco, to adjourn the regular meeting of June 18, 2019 at 9:15 p.m.

**Yes – 6
No – 0
Carried**

District Clerk

Deputy District Clerk