

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
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**Sht. No. 1691
August 24, 2010**

OFFICIAL MINUTES

Members Present: Linda McAndrew, Mary Ellen Campbell,
Roger Spell, James Wiley, Lynn Eddy, Connie Hellwig

Members Absent: Steve Crowley

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

Staff Absent: None

Others Present: Michelle Steinbroner (Sports Boosters)
Nancy Taylor (Internal Auditor - Management Advisory Group)

Call to order of meeting

President McAndrew called the regular meeting of August 24, 2010 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

Steve Crowley - absent
Mary Ellen Campbell arrived at 8:45 pm

Changes, Additions and Deletions to the Agenda

6. a. Michelle Steinbroner (Sports Boosters- \$4500 donation towards new football scoreboard)
- b. Nancy Taylor (Internal Auditor) - Management Advisory Group
- c. Connie Poulin & Bob Miller (3-8 tests and NYS Regents report)
7. b. Thank you card from Courtney McNeight
11. c. Moved by _____, seconded by _____
Upon the recommendation of Mark J. Ward, Superintendent of Schools, acceptance of the Internal Audit dated May 2010.
- d. Moved by _____, seconded by _____
Upon the recommendation of Mark J. Ward, Superintendent of Schools, acceptance of a donation of \$4500 from Sports Boosters to be used towards the new football scoreboard.
13. f. Moved by _____, seconded by _____
Upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Christina Ehlers as a volunteer for the 2010-2011 school year.
15. a. 1st Reading of the following policy updates and new policies:
 - #5000 Employee Personal Identifying Information (New Policy)
 - #6000 Professional Services Providers (New Policy)
 - #6000 Employment of Retired Persons (New Policy)
 - #6000 Posting Requirement of Correction Law Article 23-A (New Policy)
 - #6170 Safety of Students (Fingerprinting Clearance of New Hires)
(please see attached - changes in red - Policy Update)
 - #6180 Staff-Student Relations (Fraternization)
(Policy Update changes in red)
 - #7000 Student Health Records (New Policy)

Statements and questions from the audience

None

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Approve Agenda

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Moved by Spell, seconded by Hellwig, Upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the agenda for the August 24, 2010 board meeting with additions and changes.

Yes - 5

No - 0

Carried

Presentations & Reports

Michelle Steinbroner (Sports Boosters) - Mrs. Steinbroner presented the District with a check for \$4500 to be used towards the new football scoreboard. Mrs. Steinbroner stated that \$2500 of the money was donated years ago by Michael Kerns Sr. She added that as a parent of an athlete she wanted the Board and Administration to know that all of their hard work is appreciated and that the athletic facilities look wonderful. Superintendent Ward thanked Mrs. Steinbroner and stated that the District can continue to do good things with the support of the community.

Nancy Taylor (Internal Auditor - Management Advisory Group, Inc.): Mrs. Taylor stated that each year since 2008 an internal audit has been performed with different areas being looked at. She stated that the Audit dated May 2010 encompassed the areas of cash management and revenues. Mrs. Taylor stated that she is looking forward to the District's Correction Action Plan in response to this audit. She added that the controls the District currently has in place are quite good. Mrs. Taylor stated that next year the audit will look at State Aid. Mrs. Taylor stated that Management Advisory Group is receptive to any ideas the Board may have in regards to areas they would like to see reviewed. Mrs. Taylor ended by telling the Board and Administration to keep up the good work and contact her at any time if they have any questions or concerns.

Connie Poulin & Bob Miller (State & Regents Test Results): Mrs. Poulin reviewed New York State Grades 3-8 ELA and Math Scores. She provided Board Members with handouts regarding where ECS stands in WNY as well as in Cattaraugus County. Superintendent Ward stated that notebooks will be made for Board Members that will include testing information. He added that this information is very valuable as the District can now use it to mold academic programs.

Mr. Miller reviewed tests scores and explained the areas of AIS and the opportunities that students will have to receive the AIS services (grades 7-9). He stated that all students in grades 7-9 who need AIS have been schedule to do so in the 2010-2011 school year. He added that he is currently working on fitting AIS into the 9th-12th grade schedule. Superintendent Ward stated that a meeting will be held on opening day with all teachers in regards to AIS, what it is and what it means to have an AIS class on their teaching schedule.

Mary Ellen Campbell arrived at 8:45 pm

Communications, Commendations

- a. Thank you card from Courtney McNeight

Informational Items

None

Superintendent's Report

1. JCC Spanish (working on getting a teacher).
2. Freezer in cafeteria broke. Lost around \$2000 of food. New Freezer will be put on a back-up system.
3. Scoreboard - \$7000 donated so far.
4. Cattaraugus/Lt. Valley is using gym (ECS) this week for Volleyball. Their facility is not ready for use (due to a building project). We have their insurance certificate and they are paying for our custodians to be here.
5. Working with Tom Sexton on RFP and Building Condition Survey.
6. District Newsletters - will be combining September/October and December/January in an effort to save money.

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Consent Items:

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

- a. That the board approve the minutes of the regular meeting of August 10, 2010.
- b. Acknowledgment of Claims Auditor Report dated August 18, 2010.

**Yes - 6
No - 0
Carried**

New Business

Moved by Spell, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of eliminating one part-time teacher aide position for the 2010-2011 school year.

**Yes - 6
No - 0
Carried**

Moved by Campbell, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the Official Tax Warrant for the 2010-2011 school year. (copy attached).

**Yes - 6
No - 0
Carried**

Moved by Wiley, seconded by Spell, upon the recommendation of the Board Audit Committee, acceptance of the Internal Audit dated May 2010.

**Yes - 6
No - 0
Carried**

Moved by Spell, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, acceptance of a donation of \$4500 from Sports Boosters to be used towards the new football scoreboard.

**Yes - 6
No - 0
Carried**

Old Business

None

Personnel

Moved by Campbell, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, rescind the appointment of Christine Berglund as the Girl's Junior Varsity Soccer Coach for the 2010-2011 school year.

**Yes - 6
No - 0
Carried**

Moved by Eddy, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Katie Taylor to the position of Girl's Junior Varsity Soccer Coach for the 2010-2011 school year at a salary of \$2,250. This position is contingent upon a successful fingerprint clearance from New York State.

**Yes - 6
No - 0
Carried**

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Moved by Campbell, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Susan Wyss to the substitute teacher list (non-certified) @ a rate of \$75 per day. This position is contingent upon a successful fingerprint clearance from New York State.

**Yes - 6
No - 0
Carried**

Moved by Spell, seconded by Wiley, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Kristin Schmick to the substitute teacher list (certified) @ a rate of \$85 per day. This position is contingent upon a successful fingerprint clearance from New York State.

**Yes - 6
No - 0
Carried**

Moved by Campbell, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Kathryn Andrews to the substitute teacher list (non-certified) @ a rate of \$75 per day. This position is contingent upon a successful fingerprint clearance from New York State.

**Yes - 6
No - 0
Carried**

Moved by Wiley, seconded by Campbell, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Christina Ehlers as a volunteer for the 2010-2011 school year.

**Yes - 6
No - 0
Carried**

Principal's Reports

Connie Poulin (Elementary Principal/Director of Curriculum):

1. K-6 Social Studies Text Book Series

Robert Miller (Middle School/High School Principal):

1. Finalizing Master Schedule
2. Sr. Picnic last week. 27 attended (around 47 in class). Summer staff was invited to participate as well.

Policies

1st Reading of the following policy updates and new policies:

#5000	Employee Personal Identifying Information (New Policy)
#6000	Professional Services Providers (New Policy)
#6000	Employment of Retired Persons (New Policy)
#6000	Posting Requirement of Correction Law Article 23-A (New Policy)
#6170	Safety of Students (Fingerprinting Clearance of New Hires) (Policy Update)
#6180	Staff-Student Relations (Fraternization) (Policy Update)
#7000	Student Health Records (New Policy)

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Committee Reports
None

Discussion Items
None

Adjournment of Meeting

Moved by Campbell, seconded by Spell, to adjourn the regular meeting of August 24, 2010 at 9:50 p.m.

**Yes - 7
No - 0
Carried**

District Clerk

Deputy District Clerk