

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 1**

**Sht. No. 1826
December 8, 2015**

OFFICIAL MINUTES

- Members Present:** Carl Calarco, Connie Hellwig, Nicole Klein, William Murphy, Roger Spell, James Wiley, Leonard Zlockie
- Members Absent:** None
- Staff Present:** Mark Ward, Melissa Sawicki, Aimee Kilby, Robert Miller, Connie Poulin
- Staff Absent:** None
- Others Present:** Josh Hatcher (Eville Times), Sharon Turano (Villager), Quinn O'Rourke

Call to order of meeting
President Calarco called the regular meeting of December 8, 2015 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
All Present

Changes, Additions and Deletions to the Agenda

- Additions:**
- 6a. ACASB Membership Meeting
 - 13e. Moved by _____, seconded by _____, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval to accept the following bids on Auctions International for surplus items: Rockwell Planer \$860, Power Matic Sander \$160, Rockwell Scroll Saw \$200, Delta Table Saw \$360, Cafeteria Tables \$10 each, Rockwell Wood Lathe \$16.
 - 14h. Moved by _____, seconded by _____, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Faye Parisella to the substitute teacher list (certified) retroactive to December 7, 2015 at a rate of \$88.00 per day.
 - 14i. Moved by _____, seconded by _____, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Faye Parisella as a long-term substitute effective December 7, 2015 at a rate of \$125 per day.
 - 14j. Moved by _____, seconded by _____, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Kayla Stayer to the substitute teacher list (non-certified) at a rate of \$78.00 per day. This appointment is contingent upon a successful fingerprint clearance from New York State.
 - 17. Weight Room (discussion)

Public Comment
None

Approve Agenda
Moved by Klein, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the agenda for the December 8, 2015 Board of Education meeting with the additions.

**Yes – 7
No – 0
Carried**

Presentations & Reports
Connie Hellwig and Nicole Klein reported on the ACASB meeting they attended on December 3, 2015. They provided board members with an outline of topics discussed. The guest speaker at the meeting was Tim Hand from the Allegany County Sheriff's Department along with Tom McElhany of Clark, Patterson & Lee. The main topic of the meeting was school building safety.

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 2**

**Sht. No. 1826
December 8, 2015**

Communications, Commendations

- a. **Capital Project** – is winding down. The company came back and worked on the anchoring the bleachers down. There is still an operator error- operators have to be careful they have to open and close the bleachers at the same time. There is an issue with the bottom step marring up the flooring. Company has been made aware of the design flaw. 60” tv came in today for the weight room. Pads for the front of stage will be replaced with ones that will go to the floor. Covering for pillars on stage would run around \$12,000-\$15,000. Toth will be here tomorrow to discuss a cover that is like the divider. No final decision has been made. Mr. Ward stated that he will come back to the board with options. District money will be used, it is not a budgeted item from the capital project. The pads for the front of the bleachers will be attached with velcro. There have been problems with the new gym floor being slippery. The maintenance department has been running the flooring machine with a special pad three days a week. The girls had a basketball game today and there didn’t seem to be a problem. Hope to have the display case in front hallway (clock and bells) finished up this month. “Home of the Eagles” on the front of the building will be lit up. ECS maintenance workers will install the lighting. Still working on lighting and speakers for the stage. Will also need to purchase 5 head sets. Buildings and Grounds committee will meet with Campus, SEI and SLR and have a walk through of the building. Change orders will be reviewed. The problem with air exchange was with a bearing in the system in Mrs. Moore’s room.
- b. **APPR Negotiations** – the board and ETA will get together and meet in early January. The district will have to submit something to NYS by March or ask for an extension on the waiver. Superintendent Ward stated that he did not believe the second waiver would be easy to get.

Informational Items

None

Superintendent’s Report

- a. Superintendent Ward stated that he and Mr. Miller attended a Pre-Attack Seminar last Friday hosted by the FBI. He stated that they learned a few things that will be relayed to the safety committee. He added that the district needs to be prepared. He added that we have to have a plan and practice it. In January (rating day) Superintendent Ward said he will spend about an hour reviewing the flip chart and emergency procedures with the staff.
- b. Later in meeting – weight room discussion.
- c. Friday, December 11th, ECS will host a workshop for 50-60 people on “Hands Only CPR”. He stated that physical education teachers will be trained. All students will have to complete training, as it is a requirement for all graduates starting this year.
- d. AED’s – one by HS Gym and one by weight room, also have two portable ones. Superintendent Ward suggested purchasing two more in next years budget for both lower levels of the building. Aimee Kilby stated that Mrs. Watt ordered a new AED with money she has put aside in her budget.
- e. Softball Field – work has halted for the winter. Great progress has been made. There is a slight drainage issue which will be taken care of in the spring. The field will not be ready for the spring softball season, but may be ready by summer.
- f. Capital Project – hoping to close it out by the end of the year so the district can broker aid.
- g. Budget – will recoup around \$15,000-\$16,000 with LED lighting costs.
- h. Wheelchair Van – it is not legal in NYS for a district to operate a small wheel chair van.

Consent Items

Moved by Zlockie, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools:

- a. That the board approve the minutes of the meetings of November 17, 2015
- b. Acknowledgement of the November 18, 2015 & December 2, 2015 Claims Auditor Reports
- c. Approval of October 2015 Treasurer’s Report

**Yes – 7
No – 0
Carried**

Committee Reports

Technology – still on the table – will have at January meeting.

Old Business

None

BOARD OF EDUCATION
Ellicottville Central School

Regular Meeting
Page 3

Sht. No. 1826
December 8, 2015

New Business

Moved by Spell, seconded by Wiley, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the Standard Work Day and Reporting Resolution to be submitted to the New York State and Local Employees’ Retirement System. BE IT RESOLVED, that the Ellicottville Central School District hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body.

Title	Name	Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (Hrs/day)	Term Begins/Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
Elected Officials							
None							
Appointed Officials							
District Clerk	Melissa Sawicki			8.0	07/01/15-06/30/16	Y	
Tax Collector	Marjorie Halloran			8.0	07/01/15-06/30/16	Y	
District Treasurer	Aimee Kilby			8.0	7/1/2015-6/30/2016	Y	

Title	Standard Work Day (Hrs/day)
Teacher Aide	6.5
Keyboard Specialist	8.0
Cleaner	8.0
Maintenance Worker	8.0
Cafeteria Worker	6.5
Bus Driver	6.0
School Bus Mechanic	8.0

Yes – 7
No – 0
Carried

Moved by Zlockie, seconded by Klein, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Todd Palmatier as a volunteer for the 2015-2016 school year.

Yes – 7
No – 0
Carried

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 4**

**Sht. No. 1826
December 8, 2015**

Moved by Hellwig, seconded by Murphy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the transfer of \$3,711,057.36 from the Tax Collector's account to the General Fund Savings Account.

**Yes – 7
No – 0
Carried**

Moved by Spell, seconded by Klein, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the creation of an SAT prep class for interested students. The class will run retroactive from December 1, 2015 - March 4, 2016. This class will run from 7:15 - 8:00 am on weekday mornings. Two teachers will be appointed to teach this class; one English teacher and one math teacher. The teachers will teach on an "A/B" day schedule. Each teacher will be paid a stipend of \$1000.00.

**Yes – 7
No – 0
Carried**

Moved by Hellwig, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval to accept the following bids on Auctions International for surplus items: Rockwell Planer \$860, Power Matic Sander \$160, Rockwell Scroll Saw \$200, Delta Table Saw \$360, Cafeteria Tables \$10 each, Rockwell Wood Lathe \$16.

**Yes – 7
No – 0
Carried**

Personnel

Moved by Hellwig, seconded by Murphy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Dan LaCroix as a Boy's & Girl's Basketball Scorer/Timer/30 Second Timer for the 2015/2016 school year.

**Yes – 7
No – 0
Carried**

Moved by Klein, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Ashley Burrows to the substitute teacher list (non-certified) at a rate of \$68.00 per day. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Regina Vandenburg to the position of full-time teacher aide effective December 9, 2015 at a rate of \$9.75 per hour. This position carries a one year probationary period effective December 9, 2015 – December 8, 2016.

**Yes – 7
No – 0
Carried**

Moved by Hellwig, seconded by Murphy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Kaitlyn Riethmiller to the substitute teacher list (non-certified) at a rate of \$78.00 per day. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7
No – 0
Carried**

Moved by Wiley, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Holly Richardson as the English teacher for the SAT Prep Class running from 12/1/15 - 3/6/16 at a stipend rate of \$1000.00.

**Yes – 7
No – 0
Carried**

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 5**

**Sht. No. 1826
December 8, 2015**

Moved by Zlockie, seconded by Klein, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Ann Chamberlain as the math teacher for the SAT Prep Class running from 12/1/15 - 3/6/16 at a stipend rate of \$1000.00.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Wiley, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the following Odyssey of the Mind Coaches & Coordinator for the 2015-2016 school year:

Colleen Bower	Coordinator
Elementary Teams – Division I	Danielle Norton (paid coach)
	Danielle Hall (paid coach)
	Vicky Williams (paid coach)
	Helena Brierton (volunteer)
Middle School Teams – Division II	Leah Klahn – (paid coach)
	JoAnn Kurtis – (paid coach)
	Helena Brierton (volunteer)
Spontaneous – All Divisions	Colleen Bower

**Yes – 7
No – 0
Carried**

Moved by Murphy, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Faye Parisella to the substitute teacher list (certified) retroactive to December 7, 2015 at a rate of \$88.00 per day.

**Yes – 7
No – 0
Carried**

Moved by Spell, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Faye Parisella as a long-term substitute effective December 7, 2015 at a rate of \$125 per day.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Kayla Stayer to the substitute teacher list (non-certified) at a rate of \$78.00 per day. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7
No – 0
Carried**

Principals Reports

Connie Poulin – Elementary Principal/CSE-CPSE Chairperson

- a. Family Fun Night (December 1st) – very well attended. PTO does a great job. Thank you to Klahn family for donating Christmas tree for the elementary foyer.
- b. Eagle Time – November hosted by the 4th grade. They presented on “Citizenship”. December will be hosted by the 1st grade and they will present on “Generosity”.
- c. Continuing to enjoy having lunch with the sixth grade girls. Mr. LaCroix, Mrs. Sexton, Mrs. Palmatier and Mrs. Poulin sent a letter home to all sixth grade parents regarding behavior. Received a few phone calls as well as a Facebook message from parents thanking us for the letter.
- d. Tuesday, December 15th – Elementary Holiday Concert.
- e. Survey results are complete. Will now allow the Strategic Planning teams to get back together and meet.

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 6**

**Sht. No. 1826
December 8, 2015**

Robert Miller – MS/HS Principal

- a. Sr. Citizens Dinner (December 3rd) – 61 senior citizens in attendance. Vicky and cafeteria staff did a great job.
- b. Soccer & Volleyball Banquet - Very successful. All 3 teams (boy's soccer, girl's soccer and girl's volleyball were Scholar Athlete Teams). Quite a few individual honors for the athletes. Morgan Zlockie was presented with a trophy and 100 goal game ball signed by her team mates.
- c. Football Banquet - held at the Great Valley Fireman's Clubhouse. Large crowd, kids interacted very well together.
- d. Basketball - season has begun.
- e. MS/HS Music Concert - Wednesday, December 16th.
- f. Title IX Workshop - attended on November 23rd.
- g. Student Identity & Transgender Youth - will attend workshop on December 11th.

Policies

Moved by Spell, seconded by Murphy, upon the recommendation of Mark J. Ward, Superintendent of Schools, 2nd reading and approval of the following policy updates:

7513 Administration of Medication

7521 Students With Life-Threatening Health Conditions

**Yes - 7
No - 0
Carried**

Discussion Items:

Weight Room – Superintendent Ward stated that a board member brought up the fact that the board and administration used the weight room being available to the public when promoting the capital project. He stated that there are a number of questions that need to be answered: do we provide it free as a thank you ? Do we charge? Have specific times? Could possibly have people sign up ahead of time as there are 16 machines, plus the free weights. Maybe have two different times 6-7:30 am and 6-8 pm. He stated that the board can discuss it again and make a decision on the following: Decide on times to be open, have staff coverage for those times.....Niki Klein suggested having an informational night so people can see the room and what machines are offered. Superintendent Ward stated that the board seems receptive to the idea of opening the weight room to the public. He stated that the board can formalize the information at the meeting in January.

CSE/CPSE Recommendations:

Moved by Murphy, seconded by Zlockie, upon the recommendation of Mark J. Ward, 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 (#900500898, 900410180, 900500324, 900500889, 900500376, 900500905, 900500400) at its meeting on December 8, 2015 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 1-30, 2015).

**Yes - 7
No - 0
Carried**

Executive Session – Contractual

Moved by Spell, seconded by Murphy, to enter into executive session at 9:10 pm to discuss a contractual matter.

**Yes - 7
No - 0
Carried**

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 7**

**Sht. No. 1826
December 8, 2015**

Moved by Zlockie, seconded by Spell, to come out of executive session at 10:00 pm and return to the regular meeting.

**Yes - 7
No - 0
Carried**

Adjournment of Meeting

Moved by Murphy, seconded by Klein, to adjourn the regular meeting of December 8, 2015 at 10:01 p.m.

**Yes - 7
No - 0
Carried**

District Clerk

Deputy District Clerk