

**BOARD OF EDUCATION  
Ellicottville Central School**

**Reorganizational & Regular Meeting  
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**Sht. No. 1843  
July 13, 2016**

**OFFICIAL MINUTES**

- Members Present:** Carl Calarco, Connie Hellwig, Nicole Klein, William Murphy, Roger Spell, Robert Van Wicklin, Leonard Zlockie
- Members Absent:** All Present
- Staff Present:** Mark Ward, Melissa Sawicki, Aimee Kilby, Robert Miller, Connie Poulin
- Staff Absent:** None
- Others Present:** Jann Wiswall (Eville Times)

**Call to order of meeting**  
President Calarco called the reorganizational and regular meeting of July 13, 2016 of the Ellicottville Central School Board of Education to order at 7:43 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:**

- 66b.** Thank you cards from: Kaleigh Hunt & Leah Westfall
- 69a.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of a Bus Lease Bid from Leonard Bus Sales, Inc. for two (2), IC Corporation CE3102, 66 passenger school buses in the amount of five payments of five (5) equal payments of \$31,880. Delivery will occur by July 14, 2016 and be in effect through August 15, 2020.
- 69b.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of John Mowery as a volunteer for girls basketball for the 2016-2017 school year.
- 70c.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ upon the recommendation of Mark J. Ward, Superintendent, the Ellicottville Central School District Board of Education does hereby appoint Chelsea Cole, who holds an Initial Certificate in NYS Childhood Education 1-6 and Early Childhood Education Birth – 2<sup>nd</sup> grade, to the position of a FTE Elementary Teacher effective September 1, 2016. This position is in the tenure area of Elementary Education and is for a 4-year probationary period commencing on September 1, 2016 and ending on September 1, 2020. Ms. Cole will be placed on Step 1 of the ETA Salary schedule (IC-B step schedule) with additional salary credit for graduate hours as provided in the ETA Contract.
- 74a.** Class of 2017 Sr. Trip Proposal
- 75a. CSE/CPSE Recommendations:**  
Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, 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, 900500895, 900501004, 900423394, 900500887, 900500996, 900438629, 900436696, 900500455, 900500167, 900500536, 900433763, 900423395, 900383796, 900438629, 900500969) at its meeting on July 13, 2016 and approves all necessary arrangements as the most reasonable and appropriate special service(s) and/or program(s) for the implementation of those recommendations (June 1-30, 2016).

**Public Comment**  
None

**Approve Agenda**  
Moved by Spell, seconded by Murphy, upon the recommendation of Mark J. Ward, Superintendent of Schools, to adopt the agenda of the July 13, 2016 Board of Education Meeting with additions.

**Yes – 7  
No – 0  
Carried**

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**Administration of Oath of Office to Newly Elected Board Members, (Carl Calarco – 5 year term - effective July 1, 2016 to June 30, 2021 and Robert Van Wicklin – 3 year term - effective July 1, 2016 to June 30, 2019) and to the Superintendent of Schools (Mark J. Ward)**

Selection of Meeting Chairman (temporary) – Superintendent Mark J. Ward was selected as the temporary meeting chairman.

Nominations and Election of New Board Officers:

- (a) President
- (b) Vice-President

Upon motion made by Zlockie, seconded by Hellwig, the following resolution was offered:

RESOLVED, that Carl Calarco be elected President of the Board of Education of this District for the 2016-2017 school year.

**Yes – 7  
No – 0  
Carried**

Upon motion made by Spell, seconded by Zlockie, the following resolution was offered:

RESOLVED, that Connie Hellwig, be elected Vice President of the Board of Education of this District for the 2016-2017 school year.

**Yes – 7  
No – 0  
Carried**

Appointment of Board Officers:

Upon motion made by Murphy, seconded by Zlockie, the following appointments were offered 8 a – b.

- \*(a) District Clerk – Melissa Sawicki \$4120
  - \*(b) Deputy District Clerk & Deputy Treasurer – Mark Ward no stipend
- \*Administer Oath to Above

**Yes – 7  
No – 0  
Carried**

Upon motion made by Spell, seconded by Klein, the following resolution was offered:

RESOLVED, that Aimee Kilby be and is hereby appointed Treasurer of this District to serve at the pleasure of the Board of Education during the 2015-2016 school year at a salary of \$66,903.

\*Administer Oath to Above

**Yes – 7  
No – 0  
Carried**

Upon motion made by Spell, seconded by Zlockie, the following appointments were offered (d) – (t).

- \*(d) Tax Collector - Marjorie Halloran \$6636
  - \*(e) District Claims Auditor – Karen Fitzpatrick @ \$25 per hour
- \*Administer Oath to Above

**Yes – 7  
No – 0  
Carried**

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Appointment of Others:

- (f) Physician - Dr. Arun Patel \$12,500
- (g) Attorneys - Hodgson & Russ LLP (\$257 per hour – partners, \$243 per hour - senior associates, \$219 an hour – associates, \$117 per hour – legal assistants, \$171 per hour – law clerks and Harris Beach Attorneys at Law (\$240 per hour for legal services by partners and senior counsel, \$220 per hour for legal services by associates, \$215 per hour for educational consultants, \$195 per hour for management matters, \$130 per hour for law clerk services and \$90 per hour for paraprofessional services).
- (h) MS/High School Classroom & Activity Funds Comptroller - Robert Miller
- (i) MS/High School Classroom & Activity Funds Treasurer – Marjorie Halloran
- (j) Attendance Officer- Karin Hager, School Nurse
- (k) Consulting Dentist - Dr. Stephen Illig
- (l) District External Auditor – R.A. Mercer & Co. P.C.
- (m) District Internal Auditor – Management Advisory Group
- (n) Records Access Officer – Melissa Sawicki
- (o) Asbestos LEA Designee – Kevin Blendinger
- (p) Purchasing Agent – Aimee Kilby
- (q) Records Management Officer – Melissa Sawicki
- (r) Depository of Funds & Investments (All Accounts) – Five Star Bank, M&T Bank, HSBC, Chase Bank and CCB.
- (s) Central Treasurer – Marjorie Halloran
- (t) Athletic Director – Karl Schwartz \$15,500

**Yes – 7  
No – 0  
Carried**

Upon motion made by Hellwig, seconded by Murphy, the following appointments were offered (u) – (aa).

- (u) Official Newspapers – Olean Times Herald & Ellicottville Times
- (v) Title IX 504 ADA Compliance Officer – Connie Poulin
- (w) Chief Information Officer – Mark Ward
- (x) Sexual Harassment Officers – Connie Poulin and Robert Miller
- (y) CSE/CPSE Chairperson – Connie Poulin
- (z) Civil Rights Compliance Officer – Mark Ward
- (aa) Dignity Act Coordinators - Tammy Eddy & Dan LaCroix

**Yes – 7  
No – 0  
Carried**

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Upon motion made by Spell, seconded by Zlockie, the following resolution was offered 10-36.

10. RESOLVED, that the regular meetings of the Ellicottville Central School Board of Education shall be held on the following Tuesdays at 7:30 p.m. in the Ellicottville Central High School Library. The 2016-2017 Board of Education Meeting Calendar is as follows:

**2016-2017**

**Ellicottville Central School Board of Education Scheduled Meetings**

- |     |                            |   |
|-----|----------------------------|---|
| 1.  | Tuesday July 13, 2016      | 7:00 pm (Reorganizational Meeting)          |
| 2.  | Tuesday August 9, 2016     | 7:00 pm (Regular Meeting)                   |
| 3.  | Tuesday August 30, 2016    | 7:00 pm (Regular Meeting)                   |
| 4.  | Tuesday September 13, 2016 | 7:00 pm (Regular Meeting)                   |
| 5.  | Tuesday September 27, 2016 | 7:00 pm (Regular Meeting)                   |
| 6.  | Tuesday October 11, 2016   | 7:00 pm (Regular Meeting)                   |
| 7.  | Tuesday October 25, 2016   | 7:00 pm (Regular Meeting)                   |
| 8.  | Tuesday November 15, 2016  | 7:00 pm (Regular Meeting)                   |
| 9.  | Tuesday December 6, 2016   | 7:00 pm (Regular Meeting)                   |
| 10. | Tuesday January 10, 2017   | 7:00 pm (Regular Meeting)                   |
| 11. | Tuesday January 24, 2017   | 7:00 pm (Regular Meeting)                   |
| 12. | Tuesday February 7, 2017   | 7:00 pm (Regular Meeting)                   |
| 13. | Tuesday March 7, 2017      | 7:00 pm (Regular Meeting)                   |
| 14. | Tuesday March 14, 2017     | 7:00 pm (Budget Worksession)                |
| 15. | Tuesday March 28, 2017     | 7:00 pm (Budget Worksession)                |
| 16. | Tuesday April 4, 2017      | 7:00 pm (Regular Meeting)*                  |
| 17. | Tuesday April 18, 2017     | 4:30 pm (Regular Meeting/BOCES BUDGET VOTE) |
| 18. | Tuesday April 25, 2017     | 7:00 pm (Regular Meeting)                   |
| 19. | Tuesday May 9, 2017        | 7:00 pm (Budget Hearing)                    |
| 20. | Tuesday May 16, 2017       | 8:00 pm (Regular Meeting – Budget Vote)     |
| 21. | Tuesday June 6, 2017       | 7:00 pm (Regular Meeting)                   |
| 22. | Tuesday June 20, 2017      | 7:00 pm (Regular Meeting)                   |
| 23. | Tuesday July 11, 2017      | 7:00 pm (Reorganizational Meeting)          |

\*Last day to ok budget for 2017/2018 school year

11. RESOLVED, the Treasurer is authorized to make payments of wages of all personnel of the school district in accordance with the agreed and contracted amounts deducting there from any obligation required by law or agreement. The Superintendent of Schools is authorized and directed to certify payrolls for the Board of Education.

12. RESOLVED, the Superintendent of Schools is authorized to approve staff personal days, professional or visitation days and travel as indicated in contractual agreements and as provided for in the budget during the 2016-2017 school year.

13. RESOLVED, that the Superintendent of Schools, be authorized to approve the travel and other business expenses of teaching and non-teaching personnel under adopted Board policy including advanced payments and reimbursements.

14. RESOLVED, that the authorization for Board members to attend a conference, convention and the like shall be by Board resolution adopted prior to such attendance. The Superintendent of Schools will then be authorized to approve the travel and other related expenses including advanced payments and reimbursements.

15. RESOLVED, a petty cash fund be established as outlined below
- (1) \$100 (Melissa Sawicki - custodian)
  - (2) \$10 (Marjorie Halloran – Tax Collector Account)

16. RESOLVED, the Treasurer and Superintendent are authorized to sign all checks from all accounts including payroll checks.

17. RESOLVED, the Treasurer is authorized to use a facsimile signature, to wit, to use a check writer.

18. RESOLVED, the District Treasurer is authorized to make necessary budget transfers up to \$2,000 with the approval of the Superintendent of Schools as authorized by New York State Department of Audit and Control regulations and recommended by the New York State Commissioner of Education guidelines and brief explanation for any item over \$2,000.

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19. RESOLVED, that the Superintendent is hereby authorized to make necessary budget transfers up to \$100,000 as authorized by New York State Department of Audit and Control regulations and recommended by the New York State Commissioner of Education guidelines and brief explanation for any item over \$100,000.
20. RESOLVED, that the Superintendent of Schools, or his designee, be authorized to apply for, accept and administer Federal Funds.
21. RESOLVED, that the Vice-President will have the authority to act on behalf of the President, including signatory powers in the absence of the President.
22. RESOLVED, the Business Administrator is authorized to purchase bonds required by law for the Treasurer and Tax Collector (in the amount of \$1,000,000).
23. RESOLVED, the District Treasurer is authorized to invest such portion of district monies as she may determine in U.S. Treasury Securities to be held to maturity and maturing in one year, in special time deposit accounts, in certificates of deposits issued by a bank or trust company, or Repurchase Agreements, provided, however, that such investments shall be payable within such time as the proceeds shall be needed to meet expenditures for which such money was obtained and, further, that such transaction meets all the requirements outlined in Education Law 1723-A.
- BE IT ALSO RESOLVED, that the District Treasurer must require any bank or trust company, which has district, deposits over \$100,000 to provide state approved securities as collateral on aggregate deposits in excess of \$100,000. Such collateral must be held in a collateral account at an independent third party bank with the account registered in the name of the Ellicottville Central School Board of Education. All transactions from this account are to be controlled by the District Treasurer to insure continued adequate collateralization.
24. RESOLVED, that the automobile mileage reimbursement rate be set at the current Internal Revenue Service rate per mile, effective with the 2016-2017 school year.
25. RESOLVED, that all policies, rules, regulations standard practices and procedures heretofore existing in this district in 2015/2016 unless specifically amended or changed are continued in full effect for the 2016/2017 school year.
26. RESOLVED, that the School Physician, or his designee, be authorized at their discretion to provide influenza inoculations for school district personnel choosing to receive same.
27. RESOLVED, that the Superintendent of Schools be authorized to require employees to submit to a medical examination to determine his/her fitness to continue employment, and to make such arrangements as are necessary to effectuate this resolution.
28. RESOLVED, that the Superintendent of Schools be authorized to act as the representative of the school district and to sign all applications in conjunction with any and all Federal and State aid projects, BOCES Contracts and Agreements as well as local agency contracts with Board approval.
29. RESOLVED, that the Treasurer be authorized to pay invoices or billings offering discounts and to pay billings for retirement, federal and state taxes, scholarships, liability and health insurance, employee voluntary deductions, and other invoice or billings the Business Administrator deems necessary to be in the best interest of the District.
30. Resolved that the current list of certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are identified as available to serve in this District, and the list as amended from time-to-time by the State Education Department and posted on the web-based IHO reporting System as the District's list of impartial hearing officers. BE IT ALSO RESOLVED that the District Clerk and Superintendent or Superintendent's designee shall select certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are available to serve in the District from the list of Impartial Hearing Officers who are certified by the Commissioner of Education of New York State; and document the rotational selection process and engage in the ministerial acts necessary to determine the first available impartial hearing officer for selection in each particular case. The State Education Department's then-current published list on the web-based Impartial Hearing Officer Reporting System will constitute the District's list of the names and statement of the qualifications of each Hearing Officer.
- BE IT ALSO RESOLVED that when an Impartial Hearing Officer must be appointed at a time when the Board of Education is not in session or between board meetings, the Board President or Vice-President are authorized to appoint the first available hearing officer to serve in a particular case. In the event that neither the Board President nor Vice President is available to make such an appointment, any member of the Board may appoint the first available hearing officer to serve on a particular case. Board member appointment of an Impartial Hearing Officer to conduct a hearing shall be promptly reported to the Board.

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31. Resolution authorizing BOCES Education Advisory Committee to act on behalf of local Boards for Vocational Grants.
32. BE IT RESOLVED, that the Superintendent of Schools, or his designee, be authorized to apply for, accept, administer and participate in the Free and/or Reduced School Lunch and School Breakfast Programs. RESOLVED, that the Ellicottville Central School District amends its Free and Reduced Price Breakfast and Lunch Policy effective 9/1/16 to meet the family income standards for determining the eligibility of students to receive free and reduced price meals under the National School Lunch Program as established by the United States Secretary of Agriculture. Further, RESOLVED: the Ellicottville Central School District adopts the maximum scale for free and reduced price lunches as established by the New York State Education Department.
33. RESOLVED, that the School Lunch Prices for the 2016-2017 school year be set as follows: Grades K-4 at \$1.80 for a complete lunch and Grades 5-12 at \$2.05 for a complete lunch. 2<sup>nd</sup> lunch prices will be as follows: K-4<sup>th</sup>: \$2.45 and 5<sup>th</sup> – 12<sup>th</sup> grade: \$2.70. Reduced Lunch Price for all levels will be \$.25 per mandate. Adult lunch price \$4.75 (+tax) (for a complete lunch).
34. RESOLVED, that the School Breakfast Prices for the 2016-2017 school year be set as follows: Grades K-4 \$1.10 for a complete breakfast and Grades 5-12 at \$1.10 for a complete breakfast. 2<sup>nd</sup> breakfast will be \$1.60. Reduced Breakfast Price for all levels will now be \$.25 per mandate. Adult breakfast price \$2.50 (+tax) (for a complete breakfast).
35. RESOLVED that the price of half-pints of milk for the 2016-2017 school year be \$.60 per carton. Adult milk price for a half-pint \$.75.
36. RESOLVED to renew the following M&T Bank credit card debt limit during the 2016-2017 school year:
- | <u>NAME</u>          | <u>INDIVIDUAL CREDIT LIMIT</u> |
|----------------------|--------------------------------|
| (1) Mark J. Ward     | \$25,000                       |
| (2) Aimee Kilby      | \$5,000                        |
| (3) Kevin Blendinger | \$3,000                        |

**Yes – 7  
No – 0  
Carried**

37. Moved by Murphy, seconded by Spell, upon the recommendation of Mark Ward, Superintendent of Schools, to approve the following appointments of Committees on Special Education and Pre-School Education.

**Committee on Special Education  
Part 200 Regulations  
Section 200.3**

1. CSE Chair – Connie Poulin
2. Parent of Student
3. Student if appropriate
4. School Nurse – Karin Hager
5. Psychologist – Dr. Kevin Eagan
6. Keyboard Specialist
7. Parent Representative
8. Special Education Teacher
9. Regular Education Teacher
10. All Providers of Services

**Sub-Committee on Special Education  
Part 200 Regulations  
Section 200.3**

1. CSE Chair – Connie Poulin
2. Parent of Student
3. Keyboard Specialist
4. Special Education Teacher
5. Regular Education Teacher
6. All Providers of Services

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Committee on Preschool Special Education  
Part 200 Regulations  
Section 200.3

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- 1. CSE Chair – Connie Poulin
- 2. Parent of Student
- 3. School Nurse – Karin Hager
- 4. Psychologist – Dr. Kevin Eagan
- 5. Keyboard Specialist
- 6. Cattaraugus County CPSE Representative
- 7. Parent Representative
- 8. Special Education Teacher
- 9. Regular Education Teacher
- 10. All Providers of Services

**Yes – 7  
No – 0  
Carried**

38. Moved by Klein, seconded by Zlockie, upon the recommendation of Mark Ward, Superintendent of Schools, to approve the following appointments of School Safety/Health Team.

Mark Ward	Superintendent
Robert Miller	MS/HS Principal
Connie Poulin	Elementary Principal/CSE-CPSE Chairperson
Karin Hager	School Nurse
David Pelton	Transportation Supervisor
Kevin Blendinger	Maintenance Supervisor
Mary Neilon	Physical Education and Health Teacher
Vicky Williams	PTO
Connie Hellwig & Niki Klein	Board Members
Tammy Eddy	Guidance Counselor
Melissa Sawicki	Superintendent’s Secretary
Dan LaCroix	Guidance Counselor
Chad Bartoszek	Physical Education Teacher
Randy Wiser	Great Valley Fire Department

**Yes – 7  
No – 0  
Carried**

Upon motion made by Zlockie, seconded by Klein, the following resolution was offered 39-63.

- 39. Business Office authorized to pay claims  
RESOLVED: that according to Education Law 1724, paragraph 3, the Business Office is authorized to make payment in advance of audit of claims for utilities, postage, freight, and express charges.
- 40. District Treasurer authorized to invest  
RESOLVED: that the School District Treasurer is hereby authorized to invest portions of district monies she may determine, in special time deposit accounts, or in certificates of deposit issued by a bond or trust company provided however, that such investments shall be payable within such time as the proceeds shall be needed to meet expenditures for which such money was obtained and further that such transaction meet all the requirements outlined in Education Law 1723-A.

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41. District Treasurer authorized to pay substitutes  
RESOLVED: that the District Treasurer is hereby authorized, on the approval of the Superintendent, to pay substitute employees during the 2016/2017 school year the following rates:
- |                         |   |
|-------------------------|---|
| <u>Teacher</u>          | \$68.00 (Non-Certified w/2 years of college)                    |
|                         | \$78.00 (Non-Certified w/4 year degree other than in Education) |
|                         | \$88.00 (Certified with 4 year degree in Education)             |
| *Long Term Subs         | \$130.00 per day *More than 10 Consecutive Days                 |
| Teacher Aides           | \$9.00 per hour (\$9.70 effective 12/31/16)                     |
| Secretaries             | \$9.00 per hour (\$9.70 effective 12/31/16)                     |
| Cafeteria Workers       | \$9.00 per hour (\$9.70 effective 12/31/16)                     |
| Bus Drivers             | \$16.00 per hour  |
| Cleaners                | \$9.00 per hour (\$9.70 effective 12/31/16)                     |
| Substitute School Nurse | \$20.00 per hour  |
42. Support Staff hourly rates and salaries approved  
RESOLVED: that the 2016/2017 support staff hourly rates and salaries are approved.
43. Required Staff Memberships
- 43.1 RESOLVED: that Guidance Counselors, Tamara Eddy and Daniel LaCroix, are required to keep current on recent changes in guidance, acquire new information, and develop advanced skills in the area of guidance as part of their official duties as guidance counselors. The Board of Education has determined that membership, at the Districts expense, in the New York State School Counselor's Association and the Cattaraugus/Allegany County School Counselor's Association is a necessary requirement for these counselors to fulfill their official duties.
- 43.2 RESOLVED: that the 6-12 Principal, Robert Miller is required to keep current on recent changes in the administration of secondary schools and to acquire new information and develop advanced skills in the area of school administration and management as part of his official duties as a school administrator. The Board of Education has determined that membership at the Districts expense in the School Administrators Association of New York State and the Cattaraugus/Allegany County Secondary Principal's Association is a necessary requirement for him to fulfill his official duties. Therefore, be it further RESOLVED, that the 6-12 Principal is required as part of his official duties to be a member of the School Administrators Association of New York State and the Cattaraugus/Allegany Secondary Principal's Association.
- 43.3 RESOLVED: that the Superintendent, Mark Ward, is hereby required to keep current on recent changes in school law, school finances, school management, and school curriculum as part of his official duties as Superintendent of Schools. The Board of Education has determined that membership in the Cattaraugus/Allegany County Council of School Superintendents and the New York State Council of School Superintendents is important for the Superintendent to fulfill his official duties. Therefore, be it further RESOLVED, that the Superintendent of Schools, as part of his official duties, may at the Districts expense be a member of the New York State Council of School Superintendents and the Cattaraugus/Allegany County Council of School District Superintendents.
- 43.4 RESOLVED: that the Elementary Principal, Connie Poulin, is required to keep current on recent changes in the administration of elementary schools and to acquire new information and develop advanced skills in the area of school administration and management as part of her official duties as a school administrator. The Board of Education has determined that membership at the Districts expense in the School Administrators Association of New York State and the Cattaraugus/Allegany County Elementary Principal's Association. Therefore, be it further RESOLVED, that the elementary principal is required as part of her official duties to be a member of the School Administrators Association of New York State and the Cattaraugus/Allegany County Elementary Principal's Association.
- 43.4 RESOLVED: that the District Treasurer, Aimee Kilby, is required to keep current on recent changes in the area of School District Business Office Procedures and Policies. The Board of Education has determined that membership at the Districts expense in the Allegany/Cattaraugus Chapter of NYSASBO and NYSASBO (New York State Association of School Business Officials). Therefore, be it further RESOLVED, that the district treasurer is required as part of her official duties to be a member of the local chapter and the New York State Association of School Business Officials.



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44. Robert Miller appointed DEO “designated school official”  
RESOLVED: that Mr. Robert Miller, 6-12 Principal is hereby appointed the DEO “designated school official” at ECS for the 2016-2017 school year. The Designated Educational Official receives court notification regarding a student’s sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.
45. Approval of substitutes: teachers, teacher aides, nurses, cafeteria workers, cleaners and bus drivers for the 2016/2017 school year.
46. Approval of District Investment Policy & Code of Ethics for Board Members and All District Personnel (annual approval).  
RESOLVED: that the Ellicottville Central School District hereby approves the following policy: District Investments and Code of Ethics for Board Members and All District Personnel.
47. Approval of Title IX/Section 504/ADA Compliance Officer  
RESOLVED: that Connie Poulin, Elementary Principal is hereby appointed as the Title IX/Section 504/ADA Compliance Officer for the Ellicottville Central School District for the 2016/2017 school year.
48. Approval of Liaison for Homeless Children & Youth Designee  
RESOLVED: that Tina Barrett is hereby appointed as the Liaison for Homeless Children and Youth for the Ellicottville Central School District for the 2016/2017 school year.
49. Approval of Chemical Hygiene Officer for District  
RESOLVED: that Kevin Blendinger, Senior Maintenance Mechanic, is hereby appointed as the Chemical Hygiene Officer for the Ellicottville Central School District for the 2016/2017 school year.
50. Approval of Official Bank Signatories  
RESOLVED: that Mark Ward, Superintendent and Aimee Kilby, District Treasurer are hereby appointed as the Official Bank Signatories for the Ellicottville Central School District for the 2016/2017 school year.
51. Approval of Certifier of Payroll  
RESOLVED: that Mark Ward, Superintendent is hereby appointed as the certifier of payroll for the Ellicottville Central School District for the 2016/2017 school year.
52. Approval of School Pesticide Representative  
RESOLVED: that Kevin Blendinger is hereby appointed as the School Pesticide representative for the Ellicottville Central School District for the 2016/2017 school year.
53. Approval of Insurance Company  
RESOLVED: that The Weast Agency (123 Main Street, Salamanca, NY 14779) is hereby appointed as the Insurance Company for the Ellicottville Central School District for the 2016/2017 school year (one year agreement).
54. Approval of Kevin Eagan to the position of acting CSE Chairperson  
Approval of Kevin Eagan to the position of acting CSE Chairperson on an as needed interim/temporary basis in the event of the absence of the official CSE Chairperson. Dr. Eagan when in this capacity will assume all responsibilities of the position.
55. Approval of Pamela Illig as the district’s Copyright Officer  
RESOLVED: That Pamela Illig is hereby appointed the district’s copyright officer for the 2016/2017 school year.
56. Approval of Mark Ward, Superintendent as the Purchasing Agent for the district in the event the District Treasurer is unable to fully complete such duties.  
RESOLVED: That Mark Ward, Superintendent is hereby appointed the Purchasing Agent for the district in the event the District Treasurer is unable to fully complete such duties.
57. Approval of temporary/acting 504 Chairperson  
RESOLVED: That Kevin Eagan is hereby appointed to the position of acting 504 Chairperson on an as needed interim/temporary basis in the event of the absence of the official 504 Chairperson. Kevin Eagan in this capacity will assume all responsibilities of the position.

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- 58. Approval authorizing CSE/CPSE Chairperson to sign CSE/CPSE recommendations on behalf of the Board of Education  
RESOLVED: That Connie Poulin is hereby authorized to sign CSE/CPSE recommendations on behalf of the Board of Education.
  
- 59. Approval of Bus Drivers for the 2016/2017 School Year:  
RESOLVED: Upon the recommendation of Superintendent Mark J. Ward and Transportation Supervisor Dave Pelton, approval of the following bus drivers for the 2016/2017 school year: Jeanne Brown, Edward Crowley, James Golley, John Golley, Karen Kent, Larry Kent, Charles Marek, Tim O'Brien, and Debbie Stokes.
  
- 60. Approval of District Pandemic Coordinator for the 2016/2017 School Year:  
RESOLVED: that Mark Ward is hereby appointed as the District Pandemic Coordinator for the Ellicottville Central School District for the 2016/2017 school year.
  
- 61. Approval of District Energy Manager for the 2016/2017 School Year:  
RESOLVED: that Kevin Blendinger is hereby appointed as the District Energy Manager for the Ellicottville Central School District for the 2016/2017 school year.
  
- 62. Approval of District Integrated Pest Management Coordinator (IPM) for the 2016/2017 School Year:  
RESOLVED: that Kevin Blendinger is hereby appointed as the District Integrated Pest Management Coordinator (IPM) for the Ellicottville Central School District for the 2016/2017 school year.
  
- 63. Approval of Chief Emergency Officer for the 2016/2017 School Year:  
RESOLVED: that Mark J. Ward is hereby appointed as the Chief Emergency Officer for the Ellicottville Central School District for the 2016/2017 school year. The chief emergency officer is responsible for coordinating communication between school staff and law enforcement and first responders. The chief emergency officer must ensure that all district staff understand the district-wide safety plan, and is also responsible for ensuring that building-level emergency response plans are completed, reviewed annually and updated when needed.

**Yes – 7  
No – 0  
Carried**

**Consent Items:**

- a. Moved by Spell, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval to adopt the following Consent Agenda items:
  - a. That the board approve the minutes of the meetings of June 21, 2016 & June 27, 2016
  - b. Acknowledgement of the June 29, 2016 Claims Auditor Report
  - c. Approval of the May 2016 Treasurer's Report

**Yes – 7  
No – 0  
Carried**

**Presentations & Reports:**

None

**Communications, Commendations:**

- a. New York State Department of Transportation (Congratulations to Dave Pelton and the transportation department)
- b. Thank you card from Lindsey Robinson, Kaleigh Hunt & Leah Westfall

**Informational Items:**

None

**Policies:**

None

**BOARD OF EDUCATION  
Ellicottville Central School**

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**Sht. No. 1843  
July 13, 2016**

**New Business:**

Moved by Murphy, seconded by Klein, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of a Bus Lease Bid from Leonard Bus Sales, Inc. for two (2), IC Corporation CE3102, 66 passenger school buses in the amount of five payments of five (5) equal payments of \$31,880. Delivery will occur by July 14, 2016 and be in effect through August 15, 2020.

**Yes – 7  
No – 0  
Carried**

Moved by Spell, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of John Mowery as a volunteer for girls basketball for the 2016-2017 school year.

**Yes – 7  
No – 0  
Carried**

**Personnel**

Moved by Hellwig, seconded by Murphy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval to accept a letter of resignation from Jesse McMahon-Eagan (teacher aide) effective June 30, 2016.

**Yes – 7  
No – 0  
Carried**

Moved by Zlockie, seconded by Klein, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of William Timkey and Elijah DeChane as temporary summer (2016) student workers at a rate of \$9.00 per hour.

**Yes – 7  
No – 0  
Carried**

Moved by Murphy, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent, the Ellicottville Central School District Board of Education does hereby appoint Chelsea Cole, who holds an Initial Certificate in NYS Childhood Education 1-6 and Early Childhood Education Birth – 2<sup>nd</sup> grade, to the position of a FTE Elementary Teacher effective September 1, 2016. This position is in the tenure area of Elementary Education and is for a 4-year probationary period commencing on September 1, 2016 and ending on September 1, 2020. Ms. Cole will be placed on Step 1 of the ETA Salary schedule (IC-B step schedule) with additional salary credit for graduate hours as provided in the ETA Contract.

**Yes – 7  
No – 0  
Carried**

**Superintendent's Report (Mark J. Ward):**

- a. With the addition of another teacher (as appointed above), we will be moving classrooms around and adding a door to the multipurpose room (lower level – elementary) so it can be used as a CSE meeting room. The current Old Board Meeting Room (lower level – Elementary) will be turned into a PT/OT classroom and the old PT/OT Classroom will be used for the new 5<sup>th</sup> grade classroom.
- b. Would like to have a buildings and grounds committee meeting in the next few weeks to run a few things by the committee.
- c. Health Insurance procedure still in limbo. Waiting for feedback about trying to withdraw from current contract. All employees are still covered by the current health insurance.
- d. Preliminary tax rates. True value tax rates will be going down a bit. Real Property numbers will be coming out from the county at the beginning of August.
- e. Costs for BOCES billing for the coming school year seem to be about the same as last school year.
- f. Next board meeting – discussion regarding staffing for special education students.
- g. Affordable Care Act – Aimee Kilby explained what is currently going on and how hours worked by employees affects how they are offered health insurance. The District will be fined because one person was offered health insurance but went to the “exchange” instead because, the district plan was not affordable. The fine should be around \$3,000.

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**Sht. No. 1843  
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**Principals Reports**

**Connie Poulin – Elementary Principal/CSE-CPSE Chairperson**

- a. Room Assignment Planning
- b. Special Education Summer Program (Extended School Year – ESY)
- c. Curriculum, Training, and Professional Planning Underway
- d. Plans for the coming year’s Reading Celebration are focused on introducing the use of the Accelerated Reader Program.

**Robert Miller – MS/HS Principal**

- a. 2015-2016 Wrap-up
  - What went well, what needs to be changed, what needs to be added
- b. Summer Curriculum Work
  - ELA Team
  - Schoolology
  - JCC Pre-Calc
  - Social Studies transition with SUPA Economics coming
- c. MS/HS Summer School
  - Full Report of numbers at August meeting
  - Determining potential need for required Regents exams this summer

**Committee Reports**

None

**Discussion Items:**

- Class of 2017 Sr. Trip Proposal: Superintendent Ward stated that he would like the Class Trip proposal approved at the August 9<sup>th</sup> board meeting. He stated that it is a nicely planned trip with a balance of educational and recreational items. The proposal includes stops in Washington, D.C., Virginia and Baltimore.
- Mr. Miller stated that the 8<sup>th</sup> grade trip to Washington D.C. went very well.
- Mr. Ward stated that he chaperoned the Band Trip to New York City and it was a very nice trip and everything went well. He stated that the trip had a lot packed into it. He stated that the first day they walked around 18,500 steps. He added that Jon Wilder really knows his way around New York City.

**CSE/CPSE Recommendations:**

Moved by Spell, 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, 900500895, 900501004, 900423394, 900500887, 900500996, 900438629, 900436696, 900500455, 900500167, 900500536, 900433763, 900423395, 900383796, 900438629, 900500969) at its meeting on July 13, 2016 and approves all necessary arrangements as the most reasonable and appropriate special service(s) and/or program(s) for the implementation of those recommendations (June 1-30, 2016).

**Yes - 7  
No - 0  
Carried**

**Adjournment of Meeting**

Moved by Van Wicklin, seconded by Hellwig, to adjourn the reorganizational and regular meeting of July 13, 2016 at 9:15 pm.

**Yes - 7  
No - 0  
Carried**

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District Clerk

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Deputy District Clerk