

**BOARD OF EDUCATION
Ellicottville Central School**

Reorganizational/ Regular Meeting
Page 1

Sht. No. 1789
July 1, 2014

OFFICIAL MINUTES

Members Present: Carl Calarco, Connie Hellwig, Michelle Cortez, Nicole Klein, William Murphy, Roger Spell, Leonard Zlockie

Members Absent: None

Staff Present: Mark Ward, Melissa Sawicki, Aimee Kilby, Robert Miller, Connie Poulin

Staff Absent: None

Others Present: Jann Wiswall (Ellicottville Times),
Kellen M. Quigley & Therese Friedhaber (Salamanca Press)

Call to order of meeting

President Spell called the reorganizational/regular meeting of July 1, 2014 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

Changes to the Agenda:

9g. Hodgson Russ, LLP rates for 2014-2015 school year:
Hourly rates for partners: \$247
Hourly rates for senior associates \$233
Hourly rates for associates \$211
Hourly rates for legal assistants \$113
Hourly rates for law clerks \$165
Hourly rates for environmental work \$299

64. Moved by _____, seconded by _____
Upon the recommendation of Mark J. Ward, Superintendent, approval of board meeting agenda with changes (re-number other items).

69a. Moved by _____, seconded by _____
Upon the recommendation of Campus Construction Management approval of the following contractor's base bids:

General Trades	SLR Contracting	\$5,705,432
Plumbing	DV Brown Associates	\$ 375,900
Mechanical	Parise Mechanical	\$1,066,000
Electrical	Industrial Power & Light	\$1,059,000
Total of Base Bids:		\$8,206,332

69b. Moved by _____, seconded by _____ **RESOLVED:**
that the President of the Board of Education be granted the authority to sign all contracts associated with the Capital Project #040901040001012 on behalf of the Ellicottville Central School District.

69c. Moved by _____, seconded by _____
RESOLVED: that the Superintendent, Mark J. Ward, has the authority to approve and execute change orders in an amount not to exceed \$30,000 in connection with Capital Project #040901040001012, unless the Superintendent determines, after a good faith review of the proposed change order, that the change would constitute a material alteration to the Project.

Statements and questions from the audience

None

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/Regular Meeting
Page 2**

**Sht. No. 1789
July 1, 2014**

Approve Agenda

Moved by Calarco, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the agenda for the July 1, 2014 Board of Education meeting with additions.

**Yes - 7
No - 0
Carried**

Presentations & Reports

None

Oath of Office

The Oath of Office was administered to newly elected Board Members Nicole Klein and Michelle Cortez (5 year terms July 1, 2014 - June 30, 2019) and Superintendent Mark J. Ward.

Selection of Meeting Chairman (temporary)

Superintendent Ward opened the floor to nominations for President (Board of Education).

(a) President

Motion by Spell, seconded by Zlockie the following resolution was offered

RESOLVED, that Carl Calarco be elected President of the Board of Education of the Ellicottville Central School District for the 2014-2015 school year.

**Yes - 7
No - 0
Carried**

(b) Vice-President

Motion by Cortez, seconded by Murphy the following resolution was offered:

RESOLVED, that Connie Hellwig be elected Vice-President of the Board of Education of the Ellicottville Central School District for the 2014-2015 school year.

**Yes - 7
No - 0
Carried**

The Oath Office was administered to Carl Calarco (Board President) and Connie Hellwig (Board Vice-President).

Motion by Hellwig, seconded by Zlockie to appoint the following board officers for the 2014/2015 school year:

Appointment of Board Officers:	
District Clerk _ Melissa Sawicki	\$4,120
Deputy District Clerk & Deputy District Treasurer _ Mark Ward	no stipend
Treasurer - Aimee Kilby	\$61,830.90

*Administer Oath to Above

Motion by Hellwig, seconded by Zlockie, the following resolution was offered:

RESOLVED: that Aimee Kilby be and is hereby appointed Treasurer of the District to serve at the pleasure of the Board of Education during the 2014-2015 school year.

**Yes - 7
No - 0
Carried**

**BOARD OF EDUCATION
Ellicottville Central School**

Reorganizational/ Regular Meeting
Page 3

Sht. No. 1789
July 1, 2014

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

- | | | |
|-----|---|-----------------|
| (d) | Tax Collector - Marjorie Halloran | 6,635.26 |
| (e) | District Claims Auditor – Karen Fitzpatrick | @ \$25 per hour |

*Administer Oath to Above

9. Appointment of Others:

- | | | |
|-----|--|----------|
| (f) | Physician - Dr. Arun Patel | \$12,500 |
| (g) | Attorneys - Hodgson & Russ LLP (Hodgson Russ, LLP rates for 2014-2015 school year:
(Hourly rates for partners: \$247, Hourly rates for senior associates \$233, Hourly rates for
associates \$211, Hourly rates for legal assistants \$113, Hourly rates for law clerks \$165
Hourly rates for environmental work \$299) and Harris Beach Attorneys at Law (\$230 per hour for
legal services by partners and senior counsel, \$210 per hour for legal services by associates, \$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- Kim Watt, 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 | \$12,000 |

**Yes - 7
No - 0
Carried**

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

- | | |
|------|--|
| (u) | Official Newspapers – Olean Times Herald & Salamanca Press |
| (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**

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/Regular Meeting
Page 4**

**Sht. No. 1789
July 1, 2014**

Upon motion made by Cortez, 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 2014-2015 Board of Education Meeting Calendar is as follows:
- | | | |
|-----|----------------------------|---|
| 1. | Tuesday July 1, 2014 | 7:30 pm (Reorganizational Meeting) |
| 2. | Tuesday July 15, 2014 | 7:30 pm (Regular Meeting) |
| 3. | Tuesday August 12, 2014 | 7:30 pm (Regular Meeting) |
| 4. | Tuesday August 26, 2014 | 7:30 pm (Regular Meeting) |
| 5. | Tuesday September 9, 2014 | 7:30 pm (Regular Meeting) |
| 6. | Tuesday September 23, 2014 | 7:30 pm (Regular Meeting) |
| 7. | Tuesday October 7, 2014 | 7:30 pm (Regular Meeting) |
| 8. | Tuesday October 21, 2014 | 7:30 pm (Regular Meeting) |
| 9. | Tuesday November 4, 2014 | 7:30 pm (Regular Meeting) |
| 10. | Tuesday November 18, 2014 | 7:30 pm (Regular Meeting) |
| 11. | Tuesday December 9, 2014 | 7:30 pm (Regular Meeting) |
| 12. | Tuesday January 13, 2015 | 7:30 pm (Regular Meeting) |
| 13. | Tuesday January 27, 2015 | 7:30 pm (Regular Meeting) |
| 14. | Tuesday February 10, 2015 | 7:30 pm (Regular Meeting) |
| 15. | Tuesday February 24, 2015 | 7:30 pm (Regular Meeting) |
| 16. | Tuesday March 3, 2015 | 7:30 pm (Budget Worksession) |
| 17. | Tuesday March 10, 2015 | 7:30 pm (Budget Worksession) |
| 18. | Tuesday March 24, 2015 | 7:30 pm (Regular Meeting) |
| 19. | Tuesday April 14, 2015 | 7:30 pm (Regular Meeting)* |
| 20. | Tuesday April 21, 2015 | 4:30 pm (BOCES BUDGET VOTE) |
| 21. | Tuesday April 28, 2015 | 7:30 pm (Regular Meeting) |
| 22. | Tuesday May 12, 2015 | 7:30 pm (Budget Hearing) |
| 23. | Tuesday May 19, 2015 | 7:30 pm (Regular Meeting – Budget Vote) |
| 24. | Tuesday June 2, 2015 | 7:30 pm (Regular Meeting) |
| 25. | Tuesday June 23, 2015 | 7:30 pm (Regular Meeting) |
| 26. | Tuesday July 7, 2015 | 7:30 pm (Reorganizational Meeting) |
- *Last day to ok budget for 2015/2016 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 2014-2015 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.

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/ Regular Meeting
Page 5**

**Sht. No. 1789
July 1, 2014**

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 \$2,000.00.
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 Treasure 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 2014-2015 school year.
25. RESOLVED, that all policies, rules, regulations standard practices and procedures heretofore existing in this district in 2013/2014 unless specifically amended or changed are continued in full effect for the 2014/2015 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.

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/Regular Meeting
Page 6**

**Sht. No. 1789
July 1, 2014**

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.
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 9/1/14 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 2014-2015 school year be set as follows: Grades K-4 at \$1.70 for a complete lunch and Grades 5-12 at \$1.95 for a complete lunch. 2nd lunch prices will be as follows: PreK-4th: 2.35 and 5th - 12th grade: \$2.60. 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 2013-2014 school year be set as follows: Grades K-4 \$1.00 for a complete breakfast and Grades 5-12 at \$1.00 for a complete breakfast. Reduced Breakfast Price for all levels will now be \$.25 per mandate. Adult breakfast price \$2.50 (+tax) (for a complete breakfast).

**BOARD OF EDUCATION
Ellicottville Central School**

Reorganizational/ Regular Meeting
Page 7

Sht. No. 1789
July 1, 2014

35. RESOLVED that the price of half-pints of milk for the 2013-2014 school year be \$.60 per carton. Adult milk price for a half-pint \$.75 and the following Ala Cart prices:

RESOLVED that the following Ala Cart prices in the cafeteria will be effective September 1, 2014:
2013/14 2014/15

Entrée	\$1.25/\$1.65	\$1.30/\$1.75
Pizza	\$1.65/\$1.65	\$1.70
Subs	\$1.25/\$1.75	\$1.30/\$1.80
Chef Salad	\$1.40/\$1.65	\$1.40/\$1.65
PB&J Sandwich	\$0.85/\$1.00	\$0.90/\$1.10
Meat/Egg Salad Sandwich	\$1.05/\$1.25	\$1.10/\$1.35
Hot Dog	\$1.25/\$1.25	\$1.30
Sides (Fries, Noodles, Potato)	\$1.00/\$1.00	\$1.00
Soup	\$0.85/\$0.85	\$0.85
Dessert	\$0.60/\$0.60	\$0.70
Chips	\$0.85	\$0.90
Ice Cream	\$0.85	\$0.90
Bottled Drinks	\$1.50	\$1.50
Juice	\$0.60/\$0.60	\$0.60
Fresh Fruit	\$0.85/\$0.85	\$0.85
Bagel	\$1.00/\$1.00	\$1.00
Cereal	\$0.75/\$0.75	\$0.75
Toast	\$0.75/\$0.75	\$0.75
Breakfast Sandwich/Burrito	\$1.00/\$1.00	\$1.25
Breakfast Pizza	\$1.00/\$1.00	\$1.00
French Toast/Pancakes	\$1.00/\$1.00	\$1.25
L.A.Cinnamon Bread	\$1.00/\$1.00	\$1.25
Cinnamon Roll	\$0.85/\$0.85	\$0.95
Muffin	\$0.85/\$0.85	\$0.85
4 oz yogurt	\$0.50/\$0.50	\$0.50
8 oz yogurt	\$0.75/\$0.75	\$0.75

36. RESOLVED to renew the following M&T Bank credit card debt limit during the 2014-2015 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**

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/Regular Meeting
Page 8**

**Sht. No. 1789
July 1, 2014**

Moved by Spell, seconded by Cortez, 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 – Kim Watt
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

Committee on Preschool Special Education
Part 200 Regulations
Section 200.3

1. CSE Chair – Connie Poulin
2. Parent of Student
3. School Nurse – Kim Watt
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**

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/ Regular Meeting
Page 9**

**Sht. No. 1789
July 1, 2014**

Moved by Zlockie, seconded by Cortez, 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
Kim Watt	School Nurse
David Pelton	Transportation Supervisor
Kevin Blendinger	Maintenance Supervisor
Mary Neilon	Physical Education and Health Teacher
Vicky Williams	Cafeteria Manager
Connie Hellwig, Bill Murphy	Board Members
Tammy Eddy	Guidance Counselor
Melissa Sawicki	Superintendent's Secretary

**Yes - 7
No - 0
Carried**

Moved by Spell, 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.
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 2014/2015 school year the following rates:
- | | |
|-------------------------|---|
| <u>Teacher</u> | \$65.00 (Non-Certified w/2 years of college) |
| | \$75.00 (Non-Certified w/4 year degree other than in Education) |
| | \$85.00 (Certified with 4 year degree in Education) |
| | *Long Term Subs \$125.00 per day *More than 10 Consecutive Days |
| Teacher Aides | \$8.00 per hour |
| Secretaries | \$8.00 per hour |
| Cafeteria Workers | \$8.00 per hour |
| Bus Drivers | \$15.00 per hour |
| Cleaners | \$8.00 per hour |
| Substitute School Nurse | \$80.00 per day |
42. Support Staff hourly rates and salaries approved
RESOLVED: that the 2014/2015 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.

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/Regular Meeting
Page 10**

**Sht. No. 1789
July 1, 2014**

- 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.
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 2014-2015 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 substitute: teachers, teacher aides, nurses, cafeteria workers, cleaners and bus drivers for the 2014/2015 school year.
46. Approval of District Investment Policy (annual approval).
RESOLVED: that the Ellicottville Central School District hereby approves its policy on District Investments.
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 2014/2015 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 2014/2015 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 2014/2015 school year.

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/ Regular Meeting
Page 11**

**Sht. No. 1789
July 1, 2014**

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 2014/2015 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 2014/2015 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 2014/2015 school year.
53. Approval of Insurance Advisor
RESOLVED: that Utica Mutual Insurance Company is hereby appointed as the Insurance Advisor for the Ellicottville Central School District for the 2014/2015 school year.
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 2014/2015 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.
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 2014-2015 School Year:
RESOLVED: Upon the recommendation of Superintendent Mark J. Ward and Transportation Supervisor Dave Pelton, approval of the following bus drivers for the 2014-2015 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 2014-2015 School Year:
RESOLVED: that Mark Ward is hereby appointed as the District Pandemic Coordinator for the Ellicottville Central School District for the 2014/2015 school year.
61. Approval of District Energy Manager for the 2014-2015 School Year:
RESOLVED: that Kevin Blendinger is hereby appointed as the District Energy Manager for the Ellicottville Central School District for the 2014/2015 school year.
62. Approval of District Integrated Pest Management Coordinator (IPM) for the 2014-2015 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 2014/2015 school year.

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/Regular Meeting
Page 12**

**Sht. No. 1789
July 1, 2014**

63. Approval of Board Committees and District Committees for the 2014-2015 School Year:

Board Committees:

Audit: Connie Hellwig, Nicole Klein
Buildings, Grounds & Transportation (BG&T): Roger Spell, Connie Hellwig
Negotiations: Roger Spell, Len Zlockie
NYSSBA: *Delegate:* Len Zlockie *Alternate:* Roger Spell
ACASB: *Delegate:* Connie Hellwig *Alternate:* Carl Calarco

District Committees:

Athletics: Len Zlockie, Roger Spell
Health & Safety: Connie Hellwig, Bill Murphy
Technology: Bill Murphy, Michelle Cortez
Strategic Planning: Len Zlockie, Bill Murphy

**Yes - 7
No - 0
Carried**

64. **Approve Agenda**

Moved by Cortez, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, to adopt the agenda of the June 24, 2014 Board of Education Meeting.

**Yes - 7
No - 0
Carried**

65. **Consent Items**

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

- a. That the Board approves the minutes of the June 24, 2014 regular meeting

**Yes - 7
No - 0
Carried**

66. **Presentations and Reports**

None

67. **Communications, Commendations**

Thank you note and flowers sent to ECS from Steve Crowley, wishing the Board, Administration and Staff a wonderful 2014-2015 school year.

68. **Informational Items:**

1. Letter from Holiday Valley – requesting use of back part of school property for archers to use during the World Archery Competition at Holiday Valley on August 8th and 9th, 2014. The request will be placed on the July 15, 2014 board meeting agenda for approval.

69. **Policies**

Moved by Zlockie, seconded by Klein, upon the recommendation of Mark J. Ward, Superintendent of Schools, second reading and approval of the following policies:

#6470	Staff Use of Computerized Information Resources
#7314	Student Use of Computerized Information Resources (Acceptable Use Policy)
#8271	Children's Internet Protection Act: Internet Content Filtering/Safety Policy

**Yes - 7
No - 0
Carried**

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/ Regular Meeting
Page 13**

**Sht. No. 1789
July 1, 2014**

Moved by Murphy, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools, second reading and approval of the following policies:

#6111 Testing Misconduct and Mandatory Reporting Requirements

**Yes - 7
No - 0
Carried**

70a. Moved by Hellwig, seconded by Spell, upon the recommendation of Campus Construction Management approval of the following contractor's base bids:

General Trades	SLR Contracting	\$5,705,432
Plumbing	DV Brown Associates	\$ 375,900
Mechanical	Parise Mechanical	\$1,066,000
Electrical	Industrial Power & Light	\$1,059,000
Total of Base Bids:		\$8,206,332

**Yes - 7
No - 0
Carried**

70b. Moved by Spell, seconded by Cortez, RESOLVED: that the President of the Board of Education be granted the authority to sign all contracts associated with the Capital Project #040901040001012 on behalf of the Ellicottville Central School District.

**Yes - 7
No - 0
Carried**

70c. Moved by Murphy, seconded by Zloickie, RESOLVED: that the Superintendent, Mark J. Ward, has the authority to approve and execute change orders in an amount not to exceed \$30,000 in connection with Capital Project #040901040001012, unless the Superintendent determines, after a good faith review of the proposed change order, that the change would constitute a material alteration to the Project.

**Yes - 7
No - 0
Carried**

71. **Personnel**
None

72. **Superintendent's Report**

1. End of year – great turn out for graduation. All the seniors graduated 56 out of 56. The ceremony was a bit long. Administration has a few ideas on how to shorten it for next year.
2. Elementary Teacher Interviews – 3rd round next week, Tuesday and Wednesday.
3. Summer School – 9-11 students attending.

73. **Principals Reports**

Elementary Principal/CSE-CPSE Chairperson

1. Summer School – starts on Monday, July 7th for Special Education students.
2. Working on STAC forms (for reimbursement)
3. Grants (Special Ed, PreK, Title, etc.)
4. Teachers and professional development
5. Elementary teacher interviews
6. Report Cards

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational/Regular Meeting
Page 14**

**Sht. No. 1789
July 1, 2014**

Middle School/High School Principal

1. Graduation went well
2. Regional Scoring in Salamanca – well received by both districts. Already planning for next year.
3. Summer curriculum work
4. Tammy Eddy has done a great job with Master Schedule.

74. **Committee Reports**
None

75. **Discussion**
1. New computers: will be given to juniors starting in the fall. Each student will have to sign a contract. Drafting a contract and also looking at the option of parents being able to purchase insurance. There will be one group of computers for the juniors and one group for teacher use. (Board Members were able to view a sample computer).

Adjournment of Meeting

Moved by Spell, seconded by Klein, to adjourn the regular meeting of July 1, 2014 at 8:38 p.m.

**Yes - 7
No - 0
Carried**

District Clerk

Deputy District Clerk