

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational & Regular Meeting
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**Sht. No. 1737
July 3, 2012**

OFFICIAL MINUTES

Members Present: Roger Spell, Connie Hellwig, Carl Calarco, Steve Crowley, Lynn Eddy, Aimee Kilby, James Wiley

Members Absent: None

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

Staff Absent: None

Others Present: Jennie Acklin (Eville Times), Rich Place (Salamanca Press)

Call to order of meeting

Vice President Spell called the reorganizational and regular meeting of July 3, 2012 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

James Wiley arrived at 8:00 pm

Changes, Additions and Deletions to the Agenda

Changes:

- 9j. Attendance Officer- ~~Diana Golley~~ Kim Watt, School Nurse
10. Board Meeting Dates - Tuesday, November 20, 2012 (~~Budget Worksession~~) Regular Meeting

Deletions:

- 9l. ~~District External Auditor - Buffamante, Whipple & Buttafaro CPA~~

Additions:

- 69b. Addendum to the Superintendent's Contract
69c. Addendum to the Principal's Terms and Working Conditions

Statements and questions from the audience

None

Approve Agenda

Moved by Hellwig, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the agenda for the July 3, 2012 Board of Education meeting with changes/deletions and additions.

Yes - 6

No - 0

Carried

Oath of Office

The Oath of Office was administered to newly elected Board Members Aimee Kilby (5 year term) and Roger Spell (1 year term) and Superintendent Mark J. Ward.

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Selection of Meeting Chairman (temporary)

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

(a) President

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

RESOLVED, that Roger Spell be elected President of the Board of Education of the Ellicottville Central School District for the 2012-2013 school year.

**Yes - 6
No - 0
Carried**

Motion by Crowley, seconded by Calarco 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 2012-2013 school year.

**Yes - 6
No - 0
Carried**

The Oath Office was administered to Mr. Spell (Board President) and Mrs. Hellwig (Board Vice-President).

Motion by Calarco, second by Crowley to appoint the following board officers for the 2011/2012 school year:

Appointment of Board Officers:

District Clerk – Melissa Sawicki	\$3,500
Deputy District Clerk & Deputy District Treasurer – Mark Ward	no stipend
Treasurer – Sharon Morton	

**Yes - 6
No - 0
Carried**

Motion by Calarco, seconded by Crowley the following resolution was offered:

RESOLVED, that Sharon Morton be and is hereby appointed Treasurer of this District to serve at the pleasure of the Board of Education during the 2013/2013 school year.

**Yes - 6
No - 0
Carried**

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year: Motion by Eddy, seconded by Hellwig to approve the following appointments for the 2012-2013 school

Tax Collector - Marjorie Halloran
District Claims Auditor – Sherry Dunkleman @ \$25 per hour

**Yes - 6
No - 0
Carried**

year: Motion by Hellwig, seconded by Calarco to approve the following appointments for the 2012-2013 school

Physicians - Dr. Arun Patel annual salary \$12,500
Attorneys - Peters & Ploetz and Hodgson & Russ
MS/High School Classroom & Activity Funds Comptroller - Robert Miller
MS/High School Classroom & Activity Funds Treasurer – Marjorie Halloran
Attendance Officer- Kim Watt, School Nurse
Consulting Dentist - Dr. Stephen Illig
District Internal Auditor - Management Advisory Group
Records Access Officer – Melissa Sawicki
Asbestos LEA Designee – Mark Duerr
Purchasing Agent – Sharon Morton
Records Management Officer – Melissa Sawicki
Depository of Funds & Investments (All Accounts) – Five Star Bank, M&T Bank, HSBC Bank,
Chase Bank and CCB.
Deputy Claims Auditor - Karen Fitzpatrick @ \$25 per hour
Harris Beach Attorneys at Law - legal services pertaining to Special Education Law
Central Treasurer - Marjorie Halloran

**Yes - 6
No - 0
Carried**

Motion by Crowley, seconded by Eddy to approve the following:
Official Newspapers – Times Herald & Salamanca Press
Title IX 504 ADA Compliance Officer – Connie Poulin
Chief Information Officer – Mark Ward
Sexual Harassment Officers – Robert Miller and Connie Poulin
CSE/CPSE Chairperson - Connie Poulin

**Yes - 6
No - 0
Carried**

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Motion by Hellwig, seconded by Crowley to approve the following motions:

RESOLVED, that the regular meetings of the Ellicottville Central School Board of Education shall be held on the following days at 7:30 p.m. in the Ellicottville Central High School Library. The 2011-2012 Board of Education Meeting Calendar is as follows:

1.	Tuesday July 3, 2012	7:30 pm	(Reorganizational Meeting)
2.	Tuesday July 31, 2012	7:30 pm	(Regular Meeting)
3.	Tuesday August 14, 2012	7:30 pm	(Regular Meeting)
4.	Tuesday August 28, 2012	7:30 pm	(Regular Meeting)
5.	Tuesday September 11, 2012	7:30 pm	(Regular Meeting)
6.	Tuesday September 25, 2012	7:30 pm	(Regular Meeting)
7.	Tuesday October 9, 2012	7:30 pm	(Regular Meeting)
8.	Tuesday October 23, 2012	7:30 pm	(Regular Meeting)
9.	Tuesday November 6, 2012	7:30 pm	(Regular Meeting)
10.	Tuesday November 20, 2012	7:30 pm	(Regular Meeting)
11.	Tuesday December 4, 2012	7:30 pm	(Regular Meeting)
12.	Tuesday December 18, 2012	7:30 pm	(Regular Meeting)
13.	Tuesday January 8, 2013	7:30 pm	(Regular Meeting)
14.	Tuesday January 22, 2013	7:30 pm	(Regular Meeting)
15.	Tuesday February 5, 2013	7:30 pm	(Regular Meeting)
16.	Tuesday February 26, 2013	7:30 pm	(Regular Meeting)
17.	Tuesday March 5, 2013	7:30 pm	(Budget Worksession)
18.	Tuesday March 12, 2013	7:30 pm	(Budget Worksession)
19.	Tuesday March 19, 2013	7:30 pm	(Regular Meeting)
20.	Tuesday April 9, 2013	7:30 pm	(Regular Meeting)*
21.	Tuesday April 23, 2013	7:30 pm	(Regular Meeting)
22.	Tuesday May 14, 2013	7:30 pm	(Budget Hearing)
23.	Tuesday May 21, 2013	7:30 pm	(Regular Meeting - Budget Vote)
24.	Tuesday June 4, 2013	7:30 pm	(Regular Meeting)
25.	Tuesday June 25, 2013	7:30 pm	(Regular Meeting)
26.	Tuesday July 2, 2013	7:30 pm	(Reorganizational Meeting)

*Last day to ok budget for 2013/2014 school year

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.

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 2012-2013 school year.

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.

RESOLVED, The Superintendent of Schools shall be authorized to approve travel and other related expenses including advanced payments and reimbursements for board members attending conferences or conventions.

RESOLVED, a petty cash fund be established as outlined below
District Office - \$100 (Melissa Sawicki - custodian)

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

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

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.

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, with Board approval.

RESOLVED, that the Superintendent of Schools, or his designee, be authorized to apply for, accept and administer Federal Funds.

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.

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).

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.

RESOLVED, that the automobile mileage reimbursement rate be set at the current Internal Revenue Service rate per mile, effective with the 2012-2013 school year.

RESOLVED, that all policies, rules, regulations standard practices and procedures heretofore existing in this district in 2011/2012 unless specifically amended or changed are continued in full effect for the 2012/2013 school year.

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.

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.

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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.

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.

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.

RESOLVED: that the BOCES Education Advisory Committee is authorized to act on behalf of local Boards for Vocational Grants.

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 9/1/12 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.

RESOLVED, that the School Lunch Prices for the 2012-2013 school year be set as follows: Grades K-4 at \$1.60 for a complete lunch and Grades 5-12 at \$1.85 for a complete lunch. 2nd lunch prices will be as follows: Prek-4th: \$2.35 and 5th -12th \$2.60. Reduced Lunch Price for all levels will now be \$.25 per mandate. Adult lunch price \$4.75 + tax (for a complete lunch).

RESOLVED, that the School Breakfast Prices for the 2012-2013 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 is \$2.50 + tax (for a complete breakfast).

RESOLVED that the price of half-pints of milk for the 2012-2013 school year be \$.60 per carton for students and \$.75 a half-pint for adults.

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RESOLVED to renew the following M&T Bank credit card debt limit during the 2010-2011 school year:

<u>NAME</u>	<u>INDIVIDUAL CREDIT LIMIT</u>
(1) Mark J. Ward	\$25,000
(2) Sharon Morton	\$5,000

**Yes - 6
No - 0
Carried**

Moved by Hellwig, seconded by Kilby, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve the following appointments of Committee 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. Recorder - Tina Barrett
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. Recorder - Tina Barrett
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. Recorder - Tina Barrett
6. Cattaraugus County CPSE Representative
7. Parent Representative
8. Special Education Teacher
9. Regular Education Teacher
10. All Providers of Services

**Yes - 6
No - 0
Carried**

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Moved by Eddy, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve the following appointments of the School Safety/Health Team.
Appointment of School Safety/Health Team Members:

Mark Ward	Superintendent
Robert Miller	MS/HS Principal
Connie Poulin	Elementary Principal/CSE-CPSE Chairperson
Kim Watt	School Nurse
David Pelton	Transportation Supervisor
Mark Duerr	Maintenance Supervisor
Tim Bergan	Physical Education Teacher
Mary Neilon	Physical Education & Health Teacher
Vicky Williams	Cafeteria Manager
Tammy Eddy	Guidance Counselor
Melissa Sawicki	Superintendent's Secretary
Debra Simpson	Elementary Teacher
Connie Hellwig	Board Member

**Yes - 6
No - 0
Carried**

Motion by Kilby, seconded by Eddy to approve the following resolutions.

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.

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.

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 2012/2013 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

Support Staff hourly rates and salaries approved, RESOLVED: that the 2012/2013 support staff hourly rates and salaries are approved.

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Required Staff Memberships, 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 her 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 a counselor to fulfill their official duties.

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 District 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.

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.

RESOLVED: that 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.

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 2012-2013 school year. The Designated Educational Official receives court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.

Approval of substitute teachers, teacher aides, nurses, cafeteria workers, cleaners and bus drivers for the 2012-13 school year.

Approval of District Investment Policy (annual approval), RESOLVED: that the Ellicottville Central School District hereby approves its policy on District Investments.

Approval of Title IX/Section 504/ADA Compliance Officer, RESOLVED: that Connie Poulin is hereby appointed as the Title IX/Section 504/ADA Compliance Officer for the Ellicottville Central School District for the 2012/2013 school year.

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 2012/2013 school year.

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Approval of Chemical Hygiene Officer for District, RESOLVED: that Mark Duerr, Senior Maintenance Mechanic, is hereby appointed as the Chemical Hygiene Officer for the Ellicottville Central School District for the 2012/2013 school year.

Approval of Official Bank Signatories, RESOLVED: that Mark Ward, Superintendent and Sharon Morton, District Treasurer are hereby appointed as the Official Bank Signatories for the Ellicottville Central School District for the 2012/2013 school year.

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 2012/2013 school year.

Approval of School Pesticide Representative, RESOLVED: that Mark Duerr is hereby appointed as the School Pesticide representative for the Ellicottville Central School District for the 2012/2013 school year.

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 2012/2013 school year.

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.

Approval of Pamela Illig as the district's copyright officer for the 2012/2013 school year. RESOLVED: that Pamela Illig is hereby appointed the district's copyright officer for the 2012/2013 school year.

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.

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.

Approval authorizing Director of Special Education 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.

Approval of Bus Drivers for the 2012-2013 School Year:
RESOLVED: Upon the recommendation of Superintendent Mark J. Ward and Transportation Supervisor Dave Pelton, approval of the following bus drivers for the 2012-2013 school year: Jeanne Brown, Richard Burkhard, Edward Crowley, James Golley, John Golley, Karen Kent, Larry Kent, Charles Marek, Tim O'Brien, and Debbie Stokes.

Approval of District Pandemic Coordinator for the 2012-2013 School Year:
RESOLVED: that Mark Ward is hereby appointed as the District Pandemic Coordinator for the Ellicottville Central School District for the 2012/2013 school year.

Approval of District Energy Manager for the 2012-2013 School Year:
RESOLVED: that Mark Duerr is hereby appointed as the District Energy Manager for the Ellicottville Central School District for the 2012/2013 school year.

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Approval of District Integrated Pest Management Coordinator (IPM) for the 2012-2013 School Year:
RESOLVED: that Mark Duerr is hereby appointed as the District Energy Manager for the Ellicottville Central School District for the 2012/2012 school year.

Approval of Dignity Act Coordinators for the 2012-2013 School Year: RESOLVED: that Tammy Eddy and Dan LaCroix are hereby appointed as the Dignity Act Coordinators for the Ellicottville Central School District for the 2012-2013 school year.

**Yes - 6
No - 0
Carried**

Consent Items:

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

- That the Board approves the minutes of the Special Meeting of June 18, 2012 and the Regular Meeting of June 20, 2012.
- Acknowledgment of Claims Auditor Reports dated June 21, 2012 & June 29, 2012.

**Yes - 6
No - 0
Carried**

Presentations & Reports

None

Communications, Commendations

- a) Thank you card from Ashley Golley

Informational Items

- a) June 2012/2011 Cafeteria Report

Discussion: Superintendent Ward stated that the final paperwork still needs to be completed, but it appears the cafeteria may end the 2011/2012 school year in the black. He stated that a number of things made this possible including: raising prices, cutting staff, reducing staff hours, cutting wages, vending, and having a single location for breakfast. He stated that this is a "real success story".

Policies

Moved by Calarco, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, 2nd Reading and Approval of the following policy updates:

- 1332 - Duties of the School District Treasurer
- 1510 - Regular Board Meetings
- 1520 - Special Meetings of the Board of Education
- 3420 - Non-Discrimination and Anti-Harassment in the School District
- 4310 - Superintendent of Schools
- 5631 - Hazardous Waste and Handling of Toxic Substances by Employees
- 5650 - Energy Conservation in the Schools
- 7533 - Bullying Peer Abuse in the Schools
- 8130 - Equal Educational Opportunities
- 8242 - Civility Citizenship & Character Education Interpersonal Violence Prevention Education

**Yes - 6
No - 0
Carried**

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New Business

Moved by Crowley, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of a five-year College Connections agreement with Jamestown Community College from August 1, 2012 thru July 31, 2017.

**Yes - 6
No - 0
Carried**

James Wiley arrived at 8:00 pm

-Addendum to the Superintendent's Contract

-Addendum to the Principal's Terms and Working Conditions

These two items will be moved to the end of the meeting.

Personnel

Moved by Hellwig, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Blair Wood as National Honor Society (NHS) advisor for the 2012/2013 school year at a salary of \$260.

**Yes - 7
No - 0
Carried**

Moved by Crowley, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools, accept a letter of resignation for retirement purposes from Gail Kaminski effective September 1, 2012.

**Yes - 7
No - 0
Carried**

Moved by Hellwig, seconded by Wiley, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the following sports coaches for the 2012/2013 school year: Nolan Christopher - JV Football and Jamie Baldwin - Football Cheerleading.

**Yes - 7
No - 0
Carried**

Moved by Hellwig, seconded by Wiley, Upon the recommendation of Mark J. Ward, Superintendent of Schools the District hereby abolishes two (2) 12-month keyboard specialist positions and one (1) 12-month teacher aide position effective June 30, 2012. The persons affected by these reductions are Keyboard Specialists: Catherine Adams and Jacquelyn Paddock, and Teacher Aide: Tina Barrett, who shall have in accordance with Civil Service Law Preferred Eligibility List Recall rights to the job classification Keyboard Specialist and Teacher Aide. Per the ECSPRA negotiated contract dated July 1, 2012 - June 30, 2015.

**Yes - 6
No - 0
Carried**

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Moved by Wiley, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, the District hereby establishes two (2) 11-month keyboard specialist positions and one (1) 11-month teacher aide position effective retroactive to July 1, 2012. Accordingly, the following persons are appointed by seniority: Catherine Adams & Jacquelyn Paddock as 11-month keyboard specialists; and Tina Barrett 11-month teacher aide. (Mrs. Adams, Mrs. Paddock and Mrs. Barrett will maintain their seniority and their rate of pay per the ECSPRA negotiated contract dated July 1, 2012 - June 30, 2015).

**Yes - 7
No - 0
Carried**

Moved by Hellwig, seconded by Kilby, upon the recommendation of Mark J. Ward, Superintendent of Schools, and the Board Negotiating Committee, approval of 2% salary increase for the following Confidential Management Employees effective July 1, 2012 - June 30, 2013: Mark Duerr, Marjorie Halloran, Sharon Morton, Dave Pelton, Melissa Sawicki and Vicky Williams.

**Yes - 7
No - 0
Carried**

Moved by Crowley, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Diana Golley, RN to the substitute school nurse list at a rate of \$80 per day.

**Yes - 7
No - 0
Carried**

Superintendent's Report

- a) Supt. Ward spent time at the West Valley Demonstration Area on Monday, July 2nd. He stated that they talked about areas where ECS students may be able to do internships as well as having some of their scientists come to ECS and talk with the students. They also stated that they would be willing to help with any future projects ECS may have in the future (going "green").
- b) Administrators met regarding summer training for teachers and the evaluation process. Connie & Bob will be attending DASA trainings.
- c) Teachers will attend Common Core training in August.
- d) Plan on approving APPR Plan by the end of September.
- e) Teachers helped write questions for SLO (Student Learning Objectives).
- f) School Boards Convention October 25-27th in Rochester. Please Melissa know if you would like to attend.

Principal's Reports

Connie Poulin (Elementary Principal):

- 1. Special Education Extended School Year Summer Programming Report

Robert Miller (Middle School/High School Principal):

- 1. 5 Year June Regents Analysis for ECS
- 2. ECS June 2011-2012 Regents Results Comparison
- 3. ECS June 2012 Regents Results
- 4. ECS June 2011 Regents Results
- 5. 2010-2011 Pre-Algebra Analysis

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Committee Reports

Audit Committee: Internal Audit - Supt. Ward would like the board audit committee to look at the report. He stated that he will find out if Management Advisory Group will be coming down to meet with the Board. Supt. Ward stated that the Internal Auditors are going to help Connie Poulin with Special Education. The Audit Committee will review the findings and bring a recommendation to the board for approval. The Board will then direct the Superintendent to write a corrective action plan.

Discussion Items

Rural Schools Membership - Superintendent Ward stated that the District joined in 2011-2012 for the 1st time in a long time. He stated that the fee for 2012-2013 is \$575 and the district really didn't receive much in reutrn. Supt. Ward stated that while ECS is a rural school it really doesn't reap the benefits of rural schools.

CSE/CPSE Recommendations:

Moved by Hellwig, seconded by Kilby, 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 (#900500409, 900443017, 900384261, 900304003, 900423395, 900447003, 900398330, 900500110, 900500065, 900500061, 900433750, 900440377) at its meeting on July 3, 2012 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, 2012).

**Yes - 7
No - 0
Carried**

Executive Session

Moved by Calarco, seconded by Eddy to enter into executive session at 8:55 pm to discuss the Superintendents and Principal's contracts.

**Yes - 7
No - 0
Carried**

Moved by Crowley, seconded by Hellwig to come out of executive session and return to the meeting at 10:25 p.m.

**Yes - 7
No - 0
Carried**

Moved by Kilby, seconded by Calarco, upon the recommendation of the Board Negotiations Committee to approve the addendum to the Superintendent's Contract.

**Yes - 7
No - 0
Carried**

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Moved by Crowley, seconded by Hellwig, upon the recommendation of the Board Negotiations Committee to approve the addendum to the Principal's Terms and Working Conditions.

**Yes - 7
No - 0
Carried**

Adjournment of Meeting

Moved by Calarco, seconded by Eddy to adjourn the meeting of July 3, 2012 at 10:30 pm.

**Yes - 7
No - 0
Carried**

District Clerk

Deputy District Clerk