

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 1**

**Sht. No. 1817
July 7, 2015**

OFFICIAL MINUTES

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

Members Absent: None

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

Staff Absent: None

Others Present: John Thomas (The Villager), Jann Wiswall (Eville Times), Catherine Nason

Call to order of meeting

President Calarco called the meeting of July 7, 2015 of the Ellicottville Central School Board of Education to order at 7:32 p.m. The pledge to the flag of the United States was recited.

Roll Call

All Present

1. Changes, Additions and Deletions to the Agenda

10. Add an asterisk next to April 5, 2016 Board Meeting Date.
Tuesday April 5, 2016 7:30 pm (Regular Meeting)*

2. New Business:

69a. Moved by _____, seconded by _____, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Bus Lease Bid from Leonard Bus Sales, Inc. for two (2), IC Corporation CE3102, or equal, 66 passenger school buses in the amount of five payments of five (5) equal payments of **\$30,270**. Delivery will occur by July 14, 2015 and be in effect through June 30, 2020.

3. Personnel:

70e. Moved by _____, seconded by _____, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Timothy Grinols as the summer of 2015 weight lifting advisor at a salary of \$400.

70f. Moved by _____, seconded by _____, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Douglas Bliss as a bus monitor for July & August 2015. Mr. Bliss will work four (4) hours per day at a rate of \$8.75 per hour.

75. Executive Session (personnel)

4. Statements and questions from the audience (Public Comment)

None

Approve Agenda

Moved by Zlockie, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the agenda for the July 7, 2015 Board of Education meeting with additions and changes as noted above.

**Yes – 7
No – 0
Carried**

5. Administration of Oath of Office to Newly Elected Board Members, (Connie Hellwig – 5 year term - effective July 1, 2015 to June 30, 2020) and to the Superintendent of Schools (Mark J. Ward)

6. Selection of Meeting Chairman (temporary) – Superintendent Ward took over as temporary chairman of the meeting.

7. Nominations and Election of New Board Officers:

President

Vice-President

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 2**

**Sht. No. 1817
July 7, 2015**

Upon a motion made by Spell, 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 2015-2016 school year.

**Yes – 7
No – 0
Carried**

Upon a 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 2015-2016 school year.

**Yes – 7
No – 0
Carried**

8. Appointment of Board Officers:

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

- | | | |
|-----|--|------------|
| (a) | District Clerk – Melissa Sawicki | \$4,120 |
| (b) | Deputy District Clerk & Deputy Treasurer – Mark Ward | no stipend |

*Administer Oath to Above

**Yes – 7
No – 0
Carried**

Upon a motion made by Zlockie, seconded by Spell, 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 \$61,830.90

**Yes – 7
No – 0
Carried**

Upon a motion made by Hellwig, seconded by Klein 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 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**

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 3**

**Sht. No. 1817
July 7, 2015
Carried**

Upon a motion made by Zlockie, seconded by Spell, 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**

Upon a motion made by Wiley, 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 2015-2016 Board of Education Meeting Calendar is as follows:

Ellicottville Central School Board of Education Scheduled Meetings

1.	Tuesday July 7, 2015	7:30 pm (Reorganizational Meeting)
2.	Tuesday July 21, 2015	7:30 pm (Regular Meeting)
3.	Tuesday August 25, 2015	7:30 pm (Regular Meeting)
4.	Tuesday September 8, 2015	7:30 pm (Regular Meeting)
5.	Tuesday September 22, 2015	7:30 pm (Regular Meeting)
6.	Tuesday October 6, 2015	7:30 pm (Regular Meeting)
7.	Tuesday October 27, 2015	7:30 pm (Regular Meeting)
8.	Tuesday November 17, 2015	7:30 pm (Regular Meeting)
9.	Tuesday December 8, 2015	7:30 pm (Regular Meeting)
10.	Tuesday January 12, 2016	7:30 pm (Regular Meeting)
11.	Tuesday January 26, 2016	7:30 pm (Regular Meeting)
12.	Tuesday February 9, 2016	7:30 pm (Regular Meeting)
13.	Tuesday March 1, 2016	7:30 pm (Regular Meeting)
14.	Tuesday March 8, 2016	7:30 pm (Budget Worksession)
15.	Tuesday March 15, 2016	7:30 pm (Budget Worksession)
16.	Tuesday April 5, 2016	7:30 pm (Regular Meeting)*
17.	Tuesday April 19, 2016	4:30 pm (Regular Meeting/BOCES BUDGET VOTE)
18.	Tuesday April 26, 2016	7:30 pm (Regular Meeting)
19.	Tuesday May 10, 2016	7:30 pm (Budget Hearing)
20.	Tuesday May 17, 2016	8:30 pm (Regular Meeting – Budget Vote)
21.	Tuesday June 7, 2016	7:30 pm (Regular Meeting)
22.	Tuesday June 21, 2016	7:30 pm (Regular Meeting)
23.	Tuesday July 5, 2016	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 2015-2016 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.

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 4**

**Sht. No. 1817
July 7, 2015**

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 \$2,000.00.
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 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 2015-2016 school year.
25. RESOLVED, that all policies, rules, regulations standard practices and procedures heretofore existing in this district in 2014/2015 unless specifically amended or changed are continued in full effect for the 2015/2016 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.

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 5**

**Sht. No. 1817
July 7, 2015**

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.
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 9/1/15 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 2015-2016 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. 2nd lunch prices will be as follows: K-4th: \$2.45 and 5th – 12th 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 2015-2016 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. 2nd 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 2015-2016 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 2015-2016 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**

**Regular Meeting
Page 6**

**Sht. No. 1817
July 7, 2015**

37. Moved by Spell, seconded by Murphy, 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**

**Regular Meeting
Page 7**

**Sht. No. 1817
July 7, 2015**

38. Moved by Zlockie, seconded by Spell 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
Bill Murphy and Niki Klein	Board Members
Tammy Eddy	Guidance Counselor
Melissa Sawicki	Superintendent's Secretary
Dan LaCroix	Guidance Counselor
Chad Bartoszek	Physical Education Teacher

**Yes - 7
No - 0
Carried**

Upon a 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.
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 2015/2016 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 |
| Secretaries | \$9.00 per hour |
| Cafeteria Workers | \$9.00 per hour |
| Bus Drivers | \$16.00 per hour |
| Cleaners | \$9.00 per hour |
| Substitute School Nurse | \$83.00 per day |
42. Support Staff hourly rates and salaries approved
RESOLVED: that the 2015/2016 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**

**Regular Meeting
Page 8**

**Sht. No. 1817
July 7, 2015**

- 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 2015-2016 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 2015/2016 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 2015/2016 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 2015/2016 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 2015/2016 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 2015/2016 school year.

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 9**

**Sht. No. 1817
July 7, 2015**

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 2015/2016 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 2015/2016 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 2015/2016 school year.
54. 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 2015/2016 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 2015/2016 School Year:
RESOLVED: Upon the recommendation of Superintendent Mark J. Ward and Transportation Supervisor Dave Pelton, approval of the following bus drivers for the 2015/2016 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 2015/2016 School Year:
RESOLVED: that Mark Ward is hereby appointed as the District Pandemic Coordinator for the Ellicottville Central School District for the 2015/2016 school year.
61. Approval of District Energy Manager for the 2015/2016 School Year:
RESOLVED: that Kevin Blendinger is hereby appointed as the District Energy Manager for the Ellicottville Central School District for the 2015/2016 school year.
62. Approval of District Integrated Pest Management Coordinator (IPM) for the 2015/2016 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 2015/2016 school year.

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 10**

**Sht. No. 1817
July 7, 2015**

63. Approval of Board Committees and District Committees for the 2015/2016 School Year:

Board Committees:

Audit: Connie Hellwig, Bill Murphy
Buildings, Grounds & Transportation (BG&T): Roger Spell, Jim Wiley
Negotiations: Roger Spell, Len Zlockie
NYSSBA: *Delegate:* Roger Spell *Alternate:* Niki Klein
ACASB: *Delegate:* Connie Hellwig *Alternate:* Len Zlockie

District Committees:

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

**Yes – 7
No – 0
Carried**

64. **Consent Items**

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

- a. That the Board approves the minutes of the June 23, 2015 regular meeting
- b. Acknowledgement of July 1, 2015 Claims Auditor Report

**Yes – 7
No – 0
Carried**

65. **Presentations & Reports**

None

66. **Communications, Commendations**

Thank you card from Colleen Bower & OM Teams

67. **Informational Items**

None

68. **Policies:**

Moved by Hellwig, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent, approval of the 2015/2016 District Code of Conduct (a public hearing was held on Tuesday, July 7, 2015 at 7:00 pm in the High School Library).

**Yes – 7
No – 0
Carried**

69. **New Business:**

Moved by Spell, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Bus Lease Bid from Leonard Bus Sales, Inc. for two (2), IC Corporation CE3102, or equal, 66 passenger school buses in the amount of five payments of five (5) equal payments of \$30,270. Delivery will occur by July 14, 2015 and be in effect through June 30, 2020.

**Yes – 7
No – 0
Carried**

Moved by Murphy, seconded by Wiley, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the use of a sum not to exceed \$70,000 (seventy thousand) DOLLARS from the previously established Repair Reserve Fund for the following purpose: Roof Repairs. A public hearing on this matter was held on Tuesday, June 23, 2015 at 7:30 pm in the high school library.

**Yes – 7
No – 0
Carried**

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 11**

**Sht. No. 1817
July 7, 2015**

Moved by Klein, seconded by Zlockie, to appoint Mark J. Ward, Superintendent of Schools, as the delegate, and Aimee Kilby, District Treasurer as the alternate delegate, to the Board of Directors of the Allegany Cattaraugus Schools Medical Health Plan for the 2015-16 fiscal year.

**Yes – 7
No – 0
Carried**

70. Personnel:

Moved by Zlockie, seconded by Klein, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Christine Prey to the substitute teacher aide list at a rate of \$9.00 per hour.

**Yes – 7
No – 0
Carried**

Moved by Hellwig, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Mary Jo Stark to the substitute teacher aide list at a rate of \$9.00 per hour.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Murphy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Dana Story to the substitute bus driver list at a rate of \$16.00 per hour.

**Yes – 7
No – 0
Carried**

Moved by Spell, seconded by Klein, upon the recommendation of Mark J. Ward, Superintendent, the Ellicottville Central School District Board of Education does hereby appoint Catherine Nason, who holds a Permanent Certificate in Business and Distributive Education, to the position of a FTE Business Teacher effective September 1, 2015. This position is in the tenure area of Business Education and is for a 3-year probationary period commencing on September 1, 2015 and ending on September 1, 2018. Mrs. Nason will be placed on Step 12 of the ETA Salary schedule (I-CB step schedule) with additional salary credit for a Master's Degree and graduate hours as provided in the ETA Contract.

**Yes – 7
No – 0
Carried**

Moved by Klein, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Timothy Grinols as the summer of 2015 weight lifting advisor at a salary of \$400.

**Yes – 7
No – 0
Carried**

Moved by Hellwig, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Douglas Bliss as a bus monitor for July & August 2015. Mr. Bliss will work four (4) hours per day at a rate of \$8.75 per hour.

**Yes – 7
No – 0
Carried**

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 12**

**Sht. No. 1817
July 7, 2015**

71. Superintendent's Report

1. Capital Project is running full speed ahead. The gym windows were installed today. The installation of the gym floor will begin tomorrow (this will take 5-6 weeks to complete).
2. Concept drawing of updated high school foyer.
3. Presenting at the October 2015 NYSSBA Conference in NYC. Presented a proposal on the topic of "Key to Combining Athletic Programs". Awarded a 75 minute time slot.
4. NYSSBA booklet regarding evaluations. Board & Superintendent evaluations (may be tied into superintendent and board goals. Possibly work on at retreat in fall).
5. Aimee Kilby has done a wonderful job on budget transfers. She has also worked heavily on transactions (closing out funds dating back to 2008). A bit more work needs to be done on cleaning up scholarship funds.
6. Special Education Teacher position has been posted. Interviews continue for the elementary teaching position.
7. Executive session needed at the end of the meeting to discuss personnel.

72. Principals Reports:

- a. Elementary Principal/CSE-CPSE Chairperson
No report

- b. MS/HS Principal
No written report. President Calarco stated that he heard many positive comments regarding graduation. Bob Miller stated that Tammy Auge did a fantastic job coordinating the graduation ceremony and making sure everything was done in a timely manner. Mr. Miller stated that he would publicly like to thank Mr. Ward and Mrs. Poulin for stepping in and handling the graduation ceremony so he could attend his daughters graduation on the same evening.

73. Committee Reports:

None

74. Discussion:

None

75. Executive Session

Moved by Zlockie, seconded by Spell to enter into executive session at 8:40 pm to discuss personnel.

**Yes - 7
No - 0
Carried**

Moved by Klein, seconded by Spell, to come out of executive session at 9:38 pm and return to the regular meeting.

**Yes - 7
No - 0
Carried**

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 13**

**Sht. No. 1817
July 7, 2015**

Adjournment of Meeting

Moved by Hellwig, seconded by Zlockie, to adjourn the board meeting of July 7, 2015 at 9:39 p.m.

**Yes - 7
No - 0
Carried**

District Clerk

Deputy District Clerk