

**BOARD OF EDUCATION  
Ellicottville Central School**

Reorganizational & Regular Meeting  
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Sht. No. 1911  
July 9, 2019

**OFFICIAL MINUTES**

**Members Present:** Robert Van Wicklin, William Murphy, Carl Calarco, Shana Chudy, Connie Hellwig, Debra Golley, Leonard Zlockie

**Members Absent:** All Present

**Staff Present:** Robert Miller, Melissa Sawicki, Aimee Kilby, Erich Ploetz, Maren Bush

**Staff Absent:** None

**Others Present:** Kellen Quigley (Ellicottville Times)

**Call to order of meeting**

President Hellwig called the reorganizational and regular meeting of July 9, 2019 of the Ellicottville Central School Board of Education to order at 7:02 p.m. The pledge to the flag of the United States was recited.

**Roll Call**

All Present

**Public Comment**

None

**Changes, Additions and Deletions to the Agenda**

**Additions to the Agenda:**

**69. New Business:**

- d.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a bid of **\$2,750.00** from Auctions International, for the sale of a 2008 Chrysler Town & Country mini-van with 180,000 miles.
- f.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept an anonymous donation of paint.

**70. Personnel:**

- f. ADD:** approval of the following summer school teachers at ECS (July & August 2019) at a rate of \$30.00 per hour: Chelsea Cole.
- j.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Kathleen Vaughn to the position of full-time cleaner effective tentatively July 24, 2019. This position carries a one-year probationary period which will begin on tentatively July 24, 2019 and end on tentatively July 24, 2020. Ms. Vaughn will receive a salary of \$11.10 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Approve Agenda**

Moved by Zlockie, seconded by Van Wicklin, upon the recommendation of Robert Miller, Superintendent of Schools, to adopt the agenda of the July 9, 2019 Board of Education Meeting with additions.

**Yes – 7  
No – 0  
Carried**

**Administration of Oath of Office to Newly Elected Board Members, (Shana Chudy and Robert Van Wicklin – 5 year terms - effective July 1, 2019 to June 30, 2024 and to the Superintendent of Schools (Robert Miller)**

Selection of Meeting Chairman (temporary) – Superintendent Robert Miller was selected as the temporary meeting chairman.

**Nominations and Election of New Board Officers:**

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

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Connie Hellwig nominated Robert Van Wicklin for the seat of President – Board of Education.  
Upon motion made by Hellwig, seconded by Calarco, the following resolution was offered:

RESOLVED, that Robert Van Wicklin be elected President of the Board of Education of this District for the 2019-2020 school year.

**Yes – 7  
No – 0  
Carried**

Carl Calarco nominated William Murphy for the seat of Vice President – Board of Education  
Upon motion made by Calarco, seconded by Zlockie, the following resolution was offered:

RESOLVED, that William Murphy, be elected Vice President of the Board of Education of this District for the 2019-2020 school year.

**Yes – 7  
No – 0  
Carried**

Appointment of Board Officers:

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

\*(a) District Clerk – Melissa Sawicki \$6,663.53

\*(b) Deputy District Clerk & Deputy School Business Executive – Robert Miller no stipend

\*Administer Oath to Above

**Yes – 7  
No – 0  
Carried**

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

RESOLVED, that Aimee Kilby be and is hereby appointed School Business Executive of this District to serve at the pleasure of the Board of Education during the 2019-2020 school year.

\*Administer Oath to Above

**Yes – 7  
No – 0  
Carried**

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

\*(d) Tax Collector - Marjorie Halloran \$7,739.78

\*(e) District Claims Auditor – Karen Fitzpatrick @ \$27 per hour

\*Administer Oath to Above

**Yes – 7  
No – 0  
Carried**

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Appointment of Others:

- (f) Physician - Dr. Arun Patel (Olean Medical Group) through BOCES Contract
- (g) Attorneys - Hodgson & Russ LLP (\$274 per hour – partners, \$260 per hour - senior associates, \$236 an hour – associates, \$124 per hour – legal assistants, \$182 per hour – law clerks and Harris Beach Attorneys at Law (\$265 per hour for legal services by partners and senior counsel, \$245 per hour for legal services by associates, and \$115 per hour for paralegals/librarian services).
- (h) MS/High School Classroom & Activity Funds Comptroller – Erich Ploetz
- (i) MS/High School Classroom & Activity Funds Treasurer – Marjorie Halloran
- (j) Attendance Officer- Karin Hager, School Nurse
- (k) Consulting Dentist - Dr. Stephen Illig
- (l) District External Auditor – Buffamante, Whipple, Buttafaro, P.C.
- (m) District Internal Auditor – Management Advisory Group
- (n) Records Access Officer – Melissa Sawicki
- (o) Asbestos LEA Designee – TBD
- (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

**Yes – 7  
No – 0  
Carried**

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

- (t) Official Newspapers – Olean Times Herald & Ellicottville Times
- (u) Chief Information Officer – Robert Miller
- (v) Sexual Harassment Officers – Maren Bush and Erich Ploetz
- (w) CSE/CPSE Chairperson – Melissa Dahlman
- (x) Civil Rights Compliance Officer – Robert Miller
- (y) Dignity Act Coordinators - Tammy Eddy & Dan LaCroix

**Yes – 7  
No – 0  
Carried**

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Upon motion made by Golley, seconded by Hellwig, the following resolution was offered 10-35.

10. RESOLVED, that the regular meetings of the Ellicottville Central School Board of Education shall be held on the following Tuesdays in the Ellicottville Central High School Library. The 2019-2020 Board of Education Meeting Calendar is as follows:

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

1.	Tuesday July 9, 2019	7:00 pm Reorganizational Meeting
2.	Tuesday July 16, 2019	5:00 pm <i>Board Retreat</i>
3.	Tuesday July 30, 2019	6:00 pm Regular Meeting
4.	Tuesday August 13, 2019	6:00 pm Regular Meeting
5.	Tuesday August 27, 2019	6:00 pm Regular Meeting
6.	Tuesday September 10, 2019	6:00 pm Regular Meeting
7.	Tuesday September 17, 2019	TBD <i>Board Retreat - TENTATIVE</i>
8.	Tuesday October 8, 2019	6:00 pm Regular Meeting
9.	Tuesday October 22, 2019	6:00 pm Regular Meeting
10.	Tuesday November 5, 2019	6:00 pm Regular Meeting
11.	Tuesday November 19, 2019	6:00 pm Regular Meeting
12.	Tuesday December 10, 2019	6:00 pm Regular Meeting
13.	Tuesday January 14, 2020	6:00 pm Regular Meeting
14.	Tuesday January 28, 2020	6:00 pm Budget Worksession
15.	Tuesday February 11, 2020	6:00 pm Regular Meeting
16.	Tuesday February 25, 2020	6:00 pm Regular Meeting
17.	Tuesday March 10, 2020	6:00 pm Budget Worksession
18.	Tuesday March 17, 2020	6:00 pm Budget Worksession
19.	Tuesday March 24, 2020	6:00 pm Regular Meeting*
20.	Tuesday April 7, 2020	6:00 pm Regular Meeting
21.	Tuesday April 21, 2020	4:30 pm Regular Meeting/BOCES Budget Vote
22.	Tuesday April 28, 2020	6:00 pm Regular Meeting
23.	Tuesday May 12, 2020	7:00 pm Budget Hearing 8:00 pm Regular Meeting
24.	Tuesday May 19, 2020	8:00 pm Regular Meeting – Budget Vote
25.	Tuesday June 9, 2020	6:00 pm Regular Meeting
26.	Tuesday June 23, 2020	6:00 pm Regular Meeting
27.	Tuesday July 7, 2020	6:00 pm Reorganizational Meeting

\*Last day to ok budget for 2020/2021 school year

11. RESOLVED, the School Business Executive 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 2019-2020 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, a petty cash fund be established as outlined below  
(1) \$100 (Melissa Sawicki - custodian)  
(2) \$10 (Marjorie Halloran – Tax Collector Account)
15. RESOLVED, the School Business Executive and Superintendent are authorized to sign all checks from all accounts including payroll checks.
16. RESOLVED, the School Business Executive is authorized to use a facsimile signature, to wit, to use a check writer.

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17. RESOLVED, the School Business Executive 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.
18. 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.
19. RESOLVED, that the Superintendent of Schools, or his designee, be authorized to apply for, accept and administer Federal Funds.
20. 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.
21. RESOLVED, the Superintendent is authorized to purchase bonds required by law for the School Business Executive and Tax Collector (in the amount of \$1,000,000).
22. RESOLVED, the School Business Executive 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 School Business Executive 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 School Business Executive to insure continued adequate collateralization.
23. RESOLVED, that the automobile mileage reimbursement rate be set at the current Internal Revenue Service rate per mile, effective with the 2019-2020 school year.
24. RESOLVED, that all policies, rules, regulations standard practices and procedures heretofore existing in this district in 2018/2019 unless specifically amended or changed are continued in full effect for the 2019/2020 school year.
25. 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.
26. 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.
27. 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.
28. RESOLVED, that the School Business Executive 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.

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29. 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.
30. Resolution authorizing BOCES Education Advisory Committee to act on behalf of local Boards for Vocational Grants.
31. 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 9/1/19 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.
32. RESOLVED, that the School Lunch Prices for the 2019-2020 school year be set as follows: Grades K-5 at \$2.05 for a complete lunch and Grades 6-12 at \$2.25 for a complete lunch. 2<sup>nd</sup> lunch prices will be as follows: K-5<sup>th</sup>: \$2.55 and 6<sup>th</sup> – 12<sup>th</sup> grade: \$2.85. Reduced Lunch Price for all levels will be \$.25 per mandate.  
Adult lunch price \$5.00 (+tax) (for a complete lunch).
33. RESOLVED, that the School Breakfast Prices for the 2019-2020 school year be set as follows: Grades K-5 \$1.25 for a complete breakfast and Grades 6-12 at \$1.25 for a complete breakfast. 2<sup>nd</sup> breakfast will be \$1.75. Reduced Breakfast Price for all levels will now be \$.25 per mandate.  
Adult breakfast price \$2.75 (+tax) (for a complete breakfast).
34. RESOLVED that the price of half-pints of milk for the 2019-2020 school year be \$.60 per carton.  
Adult milk price for a half-pint \$.75. Chips & Ice Cream \$1.25.
35. RESOLVED to renew the following M&T Bank credit card debt limit during the 2017-2018 school year:
- | <u>NAME</u>           | <u>INDIVIDUAL CREDIT LIMIT</u> |
|-----------------------|--------------------------------|
| (1) Robert Miller     | \$25,000                       |
| (2) Aimee Kilby       | \$5,000                        |
| (3) TBD (Maintenance) | \$3,000                        |

**Yes – 7  
No – 0  
Carried**

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36. Moved by Murphy, seconded by Zlockie, upon the recommendation of Robert Miller, 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
2. Parent of Student
3. Student if appropriate
4. School Psychologist
5. Parent Member (Lindsey Bishop, Karen Venturin)
6. Surrogate Parent (Shelly Baldwin)
7. Special Education Teacher
8. Regular Education Teacher
9. All Providers of Services

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

1. CSE Chair
2. Parent of Student
3. Special Education Teacher
4. Regular Education Teacher
5. All Providers of Services

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

1. CSE Chair
2. Parent of Student
3. School Psychologist
4. Cattaraugus County CPSE Representative
5. Parent Member (Lindsey Bishop, Karen Venturin)
6. Surrogate Parent (Shelley Baldwin)
7. Special Education Teacher
8. Regular Education Teacher
9. All Providers of Services

**Yes – 7  
No – 0  
Carried**

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37. Moved by Calarco, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, to approve the following appointments of School Safety/Health Team.
- |                 |  |
|-----------------|--|
| Robert Miller   | Superintendent                           |
| Erich Ploetz    | MS/HS Principal                          |
| Maren Bush      | Elementary Principal                     |
| Melissa Dahlman | CSE Chairperson                          |
| Karin Hager     | School Nurse                             |
| TBD             | Transportation                           |
| TBD             | Maintenance                              |
| Zachary Gelen   | Physical Education Teacher               |
| Vicky Williams  | PTO                                      |
| TBD & TBD       | Board Members                            |
| Tammy Eddy      | Guidance Counselor                       |
| Melissa Sawicki | Superintendent's Secretary               |
| Dan LaCroix     | Guidance Counselor                       |
| Jenna Clauson   | Physical Education Teacher               |
| Mark Ward       | Great Valley Fire Department             |
| Don Auge        | Ellicottville Police – Officer in Charge |
| Aimee Kilby     | Parent                                   |
| Ed Fredrickson  | Ellicottville Fire Department            |
| Katie Auge      | Teacher                                  |
| Chris Keenan    | Teacher                                  |

**Yes – 7  
No – 0  
Carried**

Upon motion made by Golley, seconded by Zlockie, the following resolution was offered 38-60.

38. 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.
39. District Treasurer authorized to pay substitutes  
RESOLVED: that the School Business Executive is hereby authorized, on the approval of the Superintendent, to pay substitute employees during the 2019/2020 school year the following rates:
- |                              |   |
|------------------------------|---|
| <u>Teacher</u>               | \$85.00 (Non-Certified w/2-years+ of college)                   |
|                              | \$95.00 (Non-Certified w/4-year degree other than in Education) |
|                              | \$105.00 (Certified with 4-year degree in Education)            |
| *Long Term Certified Teacher | \$140.00 per day *More than 10 Consecutive Days                 |
| Teacher Aides                | \$11.10 per hour (\$11.80 effective 12/31/19)                   |
| Secretaries                  | \$11.10 per hour (\$11.80 effective 12/31/19)                   |
| Cafeteria Workers            | \$11.10 per hour (\$11.80 effective 12/31/19)                   |
| Bus Drivers                  | \$16.50 per hour  |
| Cleaners                     | \$11.10 per hour (\$11.80 effective 12/31/19)                   |
| School Nurse                 | \$20.00 per hour  |
40. Support Staff hourly rates and salaries approved  
RESOLVED: that the 2019/2020 support staff hourly rates and salaries are approved.
41. Required Staff Memberships  
41.1 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.

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- 41.2 RESOLVED: that the 6-12 Principal, Erich Ploetz 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.
- 41.3 RESOLVED: that the Superintendent, Robert Miller, 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 (NYSCOSS), the American Association of School Administrators (AASA), and the Cattaraugus/Allegany County Council of School District Superintendents. In addition, the Board of Education is approving the Superintendent to attend the following meetings / conferences for the 2018-19 school year at the expense of the District: NYSCOSS Fall and Winter/Spring Conferences, CA BOCES CSO Meetings, NYSSBA Annual Conference, ACSBA Meetings, Cattaraugus/Allegany County Council of School District Superintendents meetings, Western New York Joint Management Team meetings/conferences, and local training options offered by and through the CA BOCES. All other conferences will require prior approval of the Board of Education as per the Superintendent's contract.
- 41.4 RESOLVED: that the Elementary Principal/Director of Curriculum, Maren Bush, is required to keep current on recent changes in the administration of elementary schools & curriculum and to acquire new information and develop advanced skills in the area of school administration and management & curriculum as part of her official duties as a school administrator. The Board of Education has determined that membership at the Districts expense (if any) in the School Administrators Association of New York State, the Cattaraugus/Allegany County Elementary Principal's Association and CA BOCES Curriculum Forum Meetings is required as part of her official duties. Therefore, be it further RESOLVED, that the elementary principal be a member of the School Administrators Association of New York State, the Cattaraugus/Allegany County Elementary Principal's Association and the CA BOCES Curriculum Forum.
- 41.5 RESOLVED: that the School Business Executive, 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.
42. Erich Ploetz appointed DEO "designated school official"  
RESOLVED: that Mr. Erich Ploetz, 6-12 Principal is hereby appointed the DEO "designated school official" at ECS for the 2019-2020 school year. The Designated Educational Official receives court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.
43. 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.
44. Approval of Title IX/Section 504/ADA Compliance Officer  
RESOLVED: that Melissa Dahlman, is hereby appointed as the Title IX/Section 504/ADA Compliance Officer for the Ellicottville Central School District for the 2019/2020 school year.
45. Approval of Liaison for Homeless Children & Youth Designee  
RESOLVED: that Robert Miller, Superintendent, is hereby appointed as the Liaison for Homeless Children and Youth for the Ellicottville Central School District for the 2019/2020 school year.

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46. Approval of Chemical Hygiene Officer for District  
RESOLVED: that TBD, is hereby appointed as the Chemical Hygiene Officer for the Ellicottville Central School District for the 2019/2020 school year.
47. Approval of Official Bank Signatories  
RESOLVED: that Robert Miller, Superintendent and Aimee Kilby, School Business Executive are hereby appointed as the Official Bank Signatories for the Ellicottville Central School District for the 2019/2020 school year.
48. Approval of Certifier of Payroll  
RESOLVED: that Robert Miller, Superintendent is hereby appointed as the certifier of payroll for the Ellicottville Central School District for the 2019/2020 school year.
49. Approval of School Pesticide Representative  
RESOLVED: that TBD is hereby appointed as the School Pesticide representative for the Ellicottville Central School District for the 2019/2020 school year.
50. Approval of Insurance Company  
RESOLVED: that Richardson & Stout (a division of The Evans Agency) for Insurance, Claims & Risk Management is hereby appointed as the Insurance Company for the Ellicottville Central School District for the 2019/2020 school year.
51. Approval of the School Psychologist to the position of acting CSE Chairperson  
Approval of the School Psychologist, Joe Prior, 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. The School Psychologist when in this capacity will assume all responsibilities of the position.
52. Approval of Pamela Illig as the district's Copyright Officer  
RESOLVED: That Pamela Illig is hereby appointed the district's copyright officer for the 2019/2020 school year.
53. Approval of Robert Miller, Superintendent as the Purchasing Agent for the district in the event the School Business Executive is unable to fully complete such duties.  
RESOLVED: That Robert Miller, Superintendent is hereby appointed the Purchasing Agent for the district in the event the School Business Executive is unable to fully complete such duties.
54. Approval of temporary/acting 504 Chairperson  
RESOLVED: That the school psychologist, Joe Prior, 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. The School Psychologist in this capacity will assume all responsibilities of the position.
55. Approval authorizing CSE/CPSE Chairperson to sign CSE/CPSE recommendations on behalf of the Board of Education  
RESOLVED: That Melissa Dahlman is hereby authorized to sign CSE/CPSE recommendations on behalf of the Board of Education.
56. Approval of District Pandemic Coordinator for the 2019/2020 School Year:  
RESOLVED: that Robert Miller is hereby appointed as the District Pandemic Coordinator for the Ellicottville Central School District for the 2019/2020 school year.
57. Approval of District Energy Manager for the 2019/2020 School Year:  
RESOLVED: that TBD is hereby appointed as the District Energy Manager for the Ellicottville Central School District for the 2019/2020 school year.
58. Approval of District Integrated Pest Management Coordinator (IPM) for the 2019/2020 School Year:  
RESOLVED: that TBD is hereby appointed as the District Integrated Pest Management Coordinator (IPM) for the Ellicottville Central School District for the 2019/2020 school year.

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59. Approval of Chief Emergency Officer for the 2019/2020 School Year:  
RESOLVED: that Robert Miller is hereby appointed as the Chief Emergency Officer for the Ellicottville Central School District for the 2019/2020 school year. The chief emergency officer is responsible for coordinating communication between school staff and law enforcement and first responders. The chief emergency officer must ensure that all district staff understand the district-wide safety plan, and is also responsible for ensuring that building-level emergency response plans are completed, reviewed annually and updated when needed.
60. Approval of Board Member Attendance at Conference, Training, etc. for the 2019/2020 School Year:  
RESOLVED: that the authorization for Board Members to attend conferences, conventions 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.

RESOLVED: that members of the Board of Education be approved to attend (in the 2019-2020 school year) the NYSED Fiscal Oversight Fundamentals Training, Governance Training, the October 2019 annual NYSSBA Conference and the Allegany/Cattaraugus School Board Association meetings.

**Yes – 7  
No – 0  
Carried**

**Consent Items:**

Moved by Murphy, seconded by Calarco, upon the recommendation of Robert Miller, Superintendent of Schools, approval to adopt the following Consent Agenda items:

- a. That the board approve the minutes of the meeting of June 18, 2019
- b. Acknowledgement of the June 25, 2019 Claims Auditor Report

**Yes – 7  
No – 0  
Carried**

**Presentations & Reports:**

None

**Communications, Commendations:**

- a. NYSED – Ellicottville Elementary School designated as a Recognition School

**Informational Items:**

None

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**Superintendent's Report (Robert Miller):**

- a. Board Retreat – July 16<sup>th</sup> @ 5:00 pm in HS Library
- b. ECSRPA Negotiations – Wednesday, July 17<sup>th</sup> in HS Library
- c. Summer Work Schedule
- d. Emergency Capital Project - Minor flooding in building on July 4<sup>th</sup>. Thanks to Bob Adams, Joe Schultz and Erich Ploetz for coming in so quickly to clean up. Working with Carl Calarco on possible ways to correct this problem. Pulling all kinds of blueprints out of files.  
-Anonymous donation of paint to repaint the rooms affected by the flooding.  
- Classrooms have been sealed. Once we move furniture back into the classroom we will seal the hallway. But with shortage in maintenance / cleaning staff this is taken a back seat to getting HS gym floor re-sealed as that floor can take 3 weeks to dry.
- e. Roof Warranty Repair – A representative from Waver Roofing has been here and is coming back to continue diagnosing leaks over Elementary Wing. The warranty on this section of the roof is good through 8/3/30.
- f. Graduation Policies – With all the staffing changes and graduation being late, I have not simply had the time to get more information to you. Keep an eye on your e-mail, as I will be sending you some ideas or possibly even a draft of a policy for discussion at our next meeting.
- g. Non-Resident Applications – Erich, Maren and I will be meeting this week to discuss which grade levels have room and will then start calling students / families in for interviews.
- h. Free and Reduced Lunch Program and Direct Certification
- i. Postings close for Sr. Maintenance Mechanic, School Bus Mechanic (Dave's Job), Bus Driver, Cleaners and substitutes in all areas will close on Friday.
- j. Still working on hiring / securing speech services for the summer.
- k. LOTE – issues with numbers in different levels of French and Spanish. Met with two teachers and they offered suggestions regarding how to solve the issues. Superintendent Miller will send board members updated charts with history and current numbers in each level and subject. Meeting scheduled for next week with teachers to discuss further information and ideas.

**School Business Executive's Report (Aimee Kilby):**

- a. External Auditors in district, July 15 – 19, 2019
- b. Working closely the past few weeks with Rick Timbs, to prepare for Board Retreat next week.

**Principals Reports:**

Maren Bush: Elementary Principal/Director of Curriculum

- a. Field Day Celebration
- b. PEDALS Grant (for PreK)
- c. 5<sup>th</sup> Grade E-Mission
- d. ECS Elementary Spirit Week – Dress Like A Teacher
- e. Miss Stormer's 4<sup>th</sup> Grade Surprise
- f. Farwell to the 2018-2019 School Year!!

Erich Ploetz: MS/HS Principal

- a. Year-End Wrap Up – Congratulations to the Class of 2019
- b. Regents Results
- c. Summer School & Regents Retakes
- d. Current Projects & Happenings
- e. Parking Spaces/Limited Number for 2019-2020 school year

**Old Business**

a. Capital Projects – Campus sent some estimates for the proposed new project to R.G. Timbs. They are reviewing what the district can and cannot afford and what kind of number to put before voters. Superintendent Miller stated that the district is looking at a December 2019 vote. Carl Calarco stated that the district is looking at 2021 construction. Superintendent Miller added that the district would like to stay in the ballpark of the two capital projects that will be coming off of the books so it would have very little impact on the tax payer.

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**New Business:**

Moved by Hellwig, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a Bus Lease Bid from Leonard Bus Sales, Inc. for \$18,026 to lease 2 (two) 30 passenger Trans Tech school buses and \$17,356 to lease 1 (one) IC CE 66 passenger 2020 International School Bus for each of the next five years (five annual payments) commencing with the 2019/2020 school year. Delivery of such busses shall occur July 12, 2019.

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Murphy, upon the recommendation of the Board President, approval of a request from Robert Miller, Superintendent, that he be certified as lead evaluator for the principals. Mr. Miller has met all NYSED requirements for this certification.

**Yes – 7  
No – 0  
Carried**

Moved by Calarco, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the ECS Emergency Management Plan (Safety Plan). A public hearing was held on June 4, 2019.

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a bid of \$2,750 from Auctions International, for the sale of a 2008 Chrysler Town & Country mini-van with 180,000 miles.

**Yes – 7  
No – 0  
Carried**

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a grant from the Rotary Club of Ellicottville for the ECS Summer Reading Program.

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Hellwig, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept an anonymous donation of paint.

**Yes – 7  
No – 0  
Carried**

**Personnel**

Moved by Calarco, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following advisors for the 2019-2020 school year:

6-8 Musical (Asst. Director - Production)	•Katie Taylor
11 <sup>th</sup> Grade	•Melissa Reedy, Crystal Wilder
Fitness Room Supervisors	•Zach Gelen, Jenna Clauson, Dave McCann

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Jeff Frazier to the substitute cleaner list effective July 1, 2019.

**Yes – 7  
No – 0  
Carried**

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Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of resignation from Michael Trummer (cleaner) effective June 24, 2019.

**Yes – 7  
No – 0  
Carried**

Moved by Hellwig, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a MOA with the ETA (Ellicottville Teachers Association) regarding summer hours for the School Psychologist and the CSE/CPSE Chairperson.

**Yes – 7  
No – 0  
Carried**

Moved by Calarco, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following temporary summer cleaners, effective July – August 2019: Holly Richardson and Mary Abbinanti at a rate of \$11.10 per hour.

**Yes – 7  
No – 0  
Carried**

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following summer school teachers at ECS (July & August 2019) at a rate of \$30.00 per hour: Therese Pierce, Jennifer Benjamin, Lynette Sexton and Chelsea Cole.

**Yes – 7  
No – 0  
Carried**

Moved by Murphy, seconded by Calarco, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Dan LaCroix and Joe Prior to provide counseling sessions for summer school students. Mr. LaCroix and Mr. Prior will each receive a rate \$30.00 per hour.

**Yes – 7  
No – 0  
Carried**

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Kevin Blendinger to the position of temporary summer maintenance worker (July & August 2019) at a rate of \$25.84 per hour.

**Yes – 7  
No – 0  
Carried**

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Regina Vandenburg to the position of summer aide (July – August 2019) at a rate of \$11.10 per hour.

**Yes – 7  
No – 0  
Carried**

Moved by Chudy, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Kathleen Vaughn to the position of full-time cleaner effective tentatively July 24, 2019. This position carries a one-year probationary period which will begin on tentatively July 24, 2019 and end on tentatively July 24, 2020. Ms. Vaughn will receive a salary of \$11.10 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7  
No – 0  
Carried**

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**Committee Reports**  
None

**Discussion Items:**

**Board Committees:** Carl Calarco asked the board to consider leaving some of the committees the same when assigning board members to them. He stated in particular the Negotiations and Buildings, Grounds & Transportation Committees.

**Policies:**

- a. Second Reading of Policy #3280: Use of School Facilities, Materials and Equipment

**Discussion:** Shana Chudy stated that she would like to see the building open for the community on weekends, maybe Saturdays and/or Sundays from 12-4 pm. She stated that the district has no YMCA and therefore it would be nice to have an "Open Building" the community can use for activities. Superintendent Miller stated that the building needs a day to rest. He stated that the district may have to ask people to pay if it is open every day of the week. Shana Chudy stated that she thinks people would pay. Superintendent Miller stated that kids are offered things 6 days a week. The other day of the week can be used for other things such as Jazz Chorus, Jazz Band, etc. Debra Golley stated that when open gym sports were offered on Sundays it was stated that they were optional, but students felt they needed to be at the open gyms or it would count against them. She added that with the lack of maintenance right now, it is hard to have someone on duty on Sundays. She stated that the maintenance issues need to be fixed first and then the board can address "Open Gym". Bill Murphy stated that "Open Gym" is one thing, but the district should not have to policy the hallways and building, this is another issue. Shana Chudy stated that she would also like to see the kids be able to practice the day before big games.

**CSE/CPSE Recommendations:**

Moved by Hellwig, seconded by Golley, upon the recommendation of Robert Miller, 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 (#900500579, 900447003, 900500807, 900500054, 900501257, 900500908, 900501064, 900500504, 900500404, 900500580, 900500969, 900501228, 900500236, 900500960, 900501038, 900501061) at its meeting on July 9, 2019 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 13 - 30, 2019).

**Yes - 7  
No - 0  
Carried**

**Executive Session**

Moved by Hellwig, seconded by Zlockie, to enter into executive session at 8:38 p.m. to discuss two contract negotiations (ECSRPA) and four specific personnel items.

**Yes - 7  
No - 0  
Carried**

Moved by Calarco, seconded by Murphy, to come out of executive session and return to the regular meeting at 9:04 p.m.

**Yes - 7  
No - 0  
Carried**

**Adjournment of Meeting**

Moved by Zlockie, seconded by Murphy, to adjourn the reorganizational and regular meeting of July 9, 2019 at 9:04 pm.

**Yes - 7  
No - 0  
Carried**

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District Clerk

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Deputy District Clerk