

**BOARD OF EDUCATION  
Ellicottville Central School**

**Regular Meeting  
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**Sht. No. 1762  
June 4, 2013**

**OFFICIAL MINUTES**

**Members Present:** Roger Spell, Connie Hellwig, Carl Calarco, Steve Crowley,  
Lynn Eddy, Leonard Zlockie, James Wiley (via Adobe Connect)

**Members Absent:** None

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

**Staff Absent:** None

**Others Present:** Sharon Turano (The Villager), Jann Wiswall (Eville Times)

**Call to order of meeting**

President Spell called the regular meeting of June 4, 2013 of the Ellicottville Central School Board of Education to order at 7:40 p.m. The pledge to the flag of the United States was recited.

**Roll Call**

All present

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

**Additions to the Agenda:**

- 12h.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ upon the recommendation of the Board Buildings & Grounds Committee, that the District contract with Bruce E. Robinson, Inc. Forestry Consultants to perform a cruise of the Districts timber to determine the market value. The fee is not to exceed \$1,000 with 1/2 of the fee waived if Bruce E. Robinson, Inc. Forestry Consultants are hired as consultants to the District.
- 12i.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Board authorize the Superintendent to have an appraisal performed on the District property that is being considered for sale.
- 12j.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ upon the recommendation of the Board Audit Committee, to accept the Internal Audit Report prepared by Management Advisory Group of New York, Inc. for the 2012-13 school year.
- 12k.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ upon the recommendation of the Board Audit Committee, that the Board of Education authorizes the Superintendent to notify the State Education Department that the Ellicottville Central School District is exempt under the revised statute (New York State Education Law Section 2116-b) and therefore, the District will not be conducting an annual internal audit.

**Statements and questions from the audience**

None

**Approve Agenda**

Moved by Calarco, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the agenda for the June 4, 2013 Board of Education meeting with additions (as listed above).

**Yes - 7  
No - 0  
Carried**

**Presentations & Reports**

None

**Communications, Commendations**

None

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**Informational Items**

Capital Project Update: Superintendent Ward stated that the architects and engineers will be meeting at ECS very other Tuesday, with the next meeting to be held on Tuesday, June 11th. He stated that at the last meeting a new sketch for the home ec room was discussed. Also, updating entrances to the building to mirror the high school library facade were discussed. Superintendent Ward stated that Kevin Blendinger is doing a great job working with the architects and engineers. He added that he discussed changing the gym doors location so they were not under the basketball baskets. Also discussed was a mechanical room over the band room to house all of the electronics.

**Superintendent's Report**

1. Meeting with BOCES Tech staff - help with ideas for capital project.
2. Volleyball Coach
3. Internal Audit - Audit Committee met. Will be discussed later in meeting.
4. Buildings & Grounds Committee met. Will be discussed later in meeting.
5. Capital Project Checking Account (Aimee is setting up @ Five Star Bank).
6. Aimee Kilby, District Treasurer - discovered \$70,000 Capital Reserve Account
7. RA Mercer scheduled to meet with Treasurer & Superintendent to set-up external audit schedule.
8. Kevin Blendinger working with BOCES to complete policies.
9. Sign of Spring - flowers out front
10. Opportunity to travel to Albany next week to see new JCC President approved by Board of Regents.

**Consent Items:**

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

- That the board approve the minutes of the meeting of May 21, 2013
- Acknowledgment of Claims Auditor Report dated May 23, 2013
- Approval of April 2013 Treasurer's Report

**Yes - 7  
No - 0  
Carried**

**Committee Reports:**

**Audit Committee** - Steve Crowley stated that the Audit Committee reviewed the Internal Audit draft for the 2012/13 school year which was prepared by Management Advisory Group on Monday, June 3, 2013. The items included in this review were CSE and the school lunch program. Members in attendance included President Spell, Vice President Hellwig and Steve Crowley along with Superintendent Ward and Treasurer Kilby. The Draft Report and outstanding issues were addressed to include findings on accountability, CSE reporting to SED, bar coding of inventories, justification of classroom inventory with Industrial Appraisers, Written procedures to be developed by the Director of Buildings and Grounds over the next year and included in an operations manual. The Treasurer will work toward meeting ST-3 filings for 2013. The committee recommended to the Board that ECS cancel the contract with Management Advisory Group going forward as the SED requirement has changed (NYS Education Law section 2116-b) which exempts ECS from the annual internal audit requirement and further suggests that an Internal Audit be considered in the 2016-17 school year if need is determined by the Board or Administration at that time. The Committee recommended that the Audit report be approved by the Board with Board Policy on GML thresh holds to be reviewed and no action planned on bar coding on inventories.

**Buildings & Grounds** - James Wiley stated that the committee met (James Wiley, Roger Spell and Connie Hellwig, along with Superintendent Ward) on Friday, May 31, 2013. He stated that the Committee discussed the following two resolutions: **12h.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ upon the recommendation of the Board Buildings & Grounds Committee, that the District contract with Bruce E. Robinson, Inc. Forestry Consultants to perform a cruise of the Districts timber to determine the market value. The fee is not to exceed \$1,000 with 1/2 of the fee waived if Bruce E. Robinson, Inc. Forestry Consultants are hired as consultants to the District and **12i.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Board authorize the Superintendent to have an appraisal performed on the District property that is being considered for sale.

James Wiley stated that the Board would like to get the ball rolling in regards to the district's property.

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**New Business:**

Moved by Eddy, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of 2013 ECS Youth Soccer Camp @ Ellicottville Central School June 24-27, 2013. This camp is for ECS students grades 1st - 7th and will be instructed by ECS coaches and students.

**Yes - 7  
No - 0  
Carried**

Moved by Crowley, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, RESOLVED: that the Ellicottville Central School District Board of Education does hereby give notice that the Reorganizational Meeting of the Ellicottville Central School Board of Education for the 2013/14 school year will be held on Tuesday, July 9, 2013 @ 7:30 pm in the High School Library. This July 9, 2013 meeting will replace the meeting originally scheduled for Tuesday, July 2, 2013.

**Yes - 7  
No - 0  
Carried**

Moved by Wiley, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools, that the Board of Education create one FTE Speech Teacher position effective September 1, 2013 in the tenure area of Speech and Hearing Handicapped.

**Yes - 7  
No - 0  
Carried**

Moved by Hellwig, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, that one FTE English teaching position is abolished in the tenure area of English 7-12 effective June 30, 2013.

**Yes - 7  
No - 0  
Carried**

Moved by Crowley, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, that the Board of Education create one FTE Reading Teacher position effective July 1, 2013 in the tenure area of Reading.

**Yes - 7  
No - 0  
Carried**

Moved by Eddy, seconded by Wiley, upon the recommendation of Mark J. Ward, Superintendent of Schools, that the District approve an MOU with the Ellicottville Teacher's Association waiving Article 24 Section 24.9 of the Collective Bargaining Agreement permitting retirement benefits as described in the MOU.

**Yes - 7  
No - 0  
Carried**

Moved by Zlockie, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, that the District approve an MOA with the ECSRPA (Ellicottville Central School Related Professionals Association) pertaining to temporary part-time summer cleaners and their salaries.

**Yes - 7  
No - 0  
Carried**

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Moved by Calarco, seconded by Eddy, upon the recommendation of the Board Buildings & Grounds Committee, that the District contract with Bruce E. Robinson, Inc. Forestry Consultants to perform a cruise of the Districts timber to determine the market value. The fee is not to exceed \$1,000 with 1/2 of the fee waived if Bruce E. Robinson, Inc. Forestry Consultants are hired as consultants to the District.

**Yes - 7  
No - 0  
Carried**

Moved by Hellwig, seconded by Zlockie, that the Board authorize the Superintendent to have an appraisal performed on the District property that is being considered for sale.

**Yes - 7  
No - 0  
Carried**

Moved by Eddy, seconded by Wiley, upon the recommendation of the Board Audit Committee, to accept the Internal Audit Report prepared by Management Advisory Group of New York, Inc. for the 2012-13 school year.

**Yes - 7  
No - 0  
Carried**

Moved by Crowley, seconded by Hellwig, upon the recommendation of the Board Audit Committee, that the Board of Education authorizes the Superintendent to notify the State Education Department that the Ellicottville Central School District is exempt under the revised statute (New York State Education Law Section 2116-b) and therefore, the District will not be conducting an annual internal audit.

**Yes - 7  
No - 0  
Carried**

**Old Business:**

None

**Personnel:**

Moved by Crowley, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Advisors for the 2013/14 school year:

Class of 2014 (Seniors)	Melissa Reedy & Crystal Wilder
Class of 2015 (Juniors)	Jaye Zelko & Jackie James
Class of 2016 (Sophomores)	Suzana Baker & Jackie James
Class of 2017 (Freshmen)	TBD& TBD
Class of 2018 (8th Grade)	TBD & TBD
Class of 2019 (7th Grade)	Elizabeth Weber & Dave McCann
Class of 2020 (6th Grade)	Lynette Sexton & Shannon Palmatier
Ecology Club	Glenn Hall
ESPRA	Holly Richardson
Foreign Language Club	Dolores Whistler
Jazz Band	Crystal Wilder
Jazz Chorus	Pat Waldron
National Honor Society	Blair Wood
Quiz Bowl	Ann Chamberlain
Student Council	Jaye Zelko
Varsity Club	TBD
Drama Club	Crystal Wilder, Jaye Zelko, Pat Waldron, Elizabeth Weber
Music Association	Pat Waldron, Kathleen Weller, Crystal Wilder
Ski Club	Glenn Hall

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Yearbook	Carrie Bauer & Chris Edwards
After School Computer Lab	Pam Illig & Cathy Dunkleman
Eagles Nest	Carrie Bauer
AV / ETV	Chris Edwards
Webmaster	Chris Edwards
Odyssey of the Mind Coordinator	Colleen Bower
Odyssey of the Mind Advisors	Colleen Bower, TBD
Sub Caller	Tina Barrett
After School Office Aide	Tina Barrett
Detention Monitor	June Chapman

**Yes - 7  
No - 0  
Carried**

Moved by Zlockie, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the following part-time temporary summer cleaners effective July - August 2013.

Dlo Bickell	\$9.85 per hour
Cathy Dunkleman	\$8.10 per hour
Anne Golley	\$8.45 per hour
Jennifer Hasper	\$9.15 per hour
John Cornwall	\$8.10 per hour

**Yes - 7  
No - 0  
Carried**

Moved by Wiley, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Terry Slater to the substitute cleaner list at a rate of \$8.00 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes - 7  
No - 0  
Carried**

**Principal's Reports:**

**Connie Poulin (Elementary Principal and CSE/CPSE Chairperson):**

1. Special Education Review still in process (Charlene Harris - New York State Ed. Dept.) Ms. Harris very complimentary of ECS and our staff
2. CSE Annual reviews (75% done)
3. Benchmark Assessments in Elementary
4. PreK acceptance letters were sent out. 20 in AM class and 20 in PM class
5. Kindergarten at 40 students (to date)

**Robert Miller (MS/HS Principal):**

1. Three NYS Field Tests for High School
2. Final Exam Schedule
3. Academic Awards Banquet - Blair Wood has done a great job organizing event
4. Justin Lookadoo - Bullying Presentation. Money well spent. Did a fantastic job with the kids
5. Daddy/Daughter Dance - for grades K-6th. 80 students signed up. (Friday, June 7, 2013 6-8 pm)
6. DASA
7. Academic Excellence Awards for Seniors (1- \$1500 and 1 - \$500)

**Policies:**

None

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**Discussion Items:**  
None

**Executive Session:**

Moved by Crowley, seconded by Hellwig, to enter into executive session at 9:04 pm to discuss personnel negotiations.

**Yes - 7  
No - 0  
Carried**

Moved by Eddy, seconded by Calarco to come out of executive session and return to the regular meeting at 9:36 pm.

**Yes - 7  
No - 0  
Carried**

**Adjournment of Meeting**

Moved by Crowley, seconded by Hellwig, to adjourn the board meeting of Tuesday, June 4, 2013 at 9:37 pm.

**Yes - 7  
No - 0  
Carried**

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District Clerk

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Deputy District Clerk