

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 1**

**Sht. No. 1728
March 20, 2012**

OFFICIAL MINUTES

Members Present: Roger Spell, Steve Crowley, Lynn Eddy, Connie Hellwig, Carl Calarco

Members Absent: James Wiley

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

Staff Absent: Robert Miller

Others Present: Deb Golley, Kyle Woodin, Andrew LaBorde, ChrisChapman, Shana Chudy, Dona Fredrickson, Molly Tomsick

Call to order of meeting

Vice-President Roger Spell called the regular meeting of March 20, 2012 of the Ellicottville Central School Board of Education to order at 7:43 p.m. The pledge to the flag of the United States was recited.

Roll Call

James Wiley - absent

Changes, Additions and Deletions to the Agenda

New Business:

- 11c. Moved by _____, seconded by _____ upon the recommendation of Mark J. Ward, Superintendent of Schools and the Board Audit Committee approval of a five year contract with Management Advisory Group of New York Educational and Administrative Consultants for Internal Auditing Services in the amount of \$ _____. The contract is effective for the following school years 2011/12 thru 2015/16.
- 11d. Moved by _____, seconded by _____, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve the following volunteers for the 2011/12 school year:
- Vinnie Smith - Baseball
 - Dave McCann - Softball
 - Jenn McAndrew - Softball

Statements and questions from the audience

Deb Golley read a letter on behalf of the Sports Boosters. She stated that Michelle Steinbroner and the other Board Members of the organization have stepped down and dissolved the club. Mrs. Golley stated that the general consensus of the other parents is to continue the Sports Boosters Club. They would like to reorganize, and hold an election for officers. Mrs. Golley stated that a meeting is scheduled for April 16, 2012 at 7:00 pm. Kyle Woodin stated that the funds from the group were donated to the school and the members of the organization would like to see the money given back to the Sports Boosters Club. Superintendent Ward stated that because officers step down from a group does not mean that it is dissolved. He stated that over the years many officers have come and gone but the group stays and gains new members. Superintendent Ward stated that when the group has its new set of by-laws the Board of Education would like to review and approve them. Deb Golley stated that everyone is welcome to join the group. Superintendent Ward thanked Mrs. Golley, Mrs. Woodin and Mrs. Chudy for picking up the ball and letting the group continue. Mrs. Golley stated that meetings will be held on the third Monday of each month at 7:00 pm.

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 2**

**Sht. No. 1728
March 20, 2012**

Approve Agenda

Moved by Hellwig, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the agenda for the March 20, 2012 Board of Education meeting with additions.

**Yes - 5
No - 0
Carried**

Presentations & Reports

Audit Committee: Superintendent Ward stated that the district advertised for RFP's for the Internal Audit. He stated that six companies sent in proposals ranging from \$16,500 to \$6,900. He added that New York State mandates an internal auditor in school districts. Superintendent Ward stated that he, Steve Crowley, Connie Hellwig and Sharon Morton met to review the proposals. He stated that they originally thought they would recommend one company but after speaking with Management Advisory Group they decided to recommend them. ECS has used them for the last 5 years and things have run smoothly. Mr. Ward stated that he spoke with Amy Skiff from Management Advisory Group and they agreed to cut the cost. The first year it will be \$7,000 (inclusive) and then \$4,000 each year there after plus travel expenses, mileage and lodging. Superintendent Ward stated that a few companies expressed interest in submitting a proposal for the external audit. He added that the district is currently paying more for the external audit with the current accounting firm than other schools in the area. Superintendent Ward stated that he, Connie Hellwig and Steve Crowley will recommend Management Advisory Group for a five year contract as Internal Auditors later in the meeting.

Communications, Commendations

1. Kaleigh Hunt placed 3rd in the Buffalo News Spelling Bee.
2. Mrs. Jane Chew's team is moving on to the State OM Competition in Binghamton on March 31. The other 4 ECS teams each came in 2nd place.

Informational Items

February 2012/2011 Cafeteria Report

Superintendent's Report

- 1) Dave Pelton and Superintendent Ward had a conference call with a bus leasing company. Superintendent Ward stated that the leasing of the buses are exempt from the 2% tax cap but the voters will have to vote on it in a separate proposition. He stated that he and Mr. Pelton think it is a good thing to try as the districts transportation aid ratio is low at 40%. He added that the district will trade in 2 busses (20-22 passenger) and get 2 (35 passenger) and receive around \$8,000 in trade-in.
- 2) Work continues on the budget.
- 3) APPR & SLO training: Bob, Connie and Mark have attended several training's dealing with these topics. So much is changing so fast, it is hard to keep up with. Superintendent Ward stated that a meeting in May will be devoted to updating the Board on the topics.

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 3**

**Sht. No. 1728
March 20, 2012**

Consent Items:

Moved by Eddy, seconded by Hellwig, 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 meetings of March 6, 2012 and March 13, 2012.
- Acknowledgment of Claims Auditor Report dated March 15, 2012.

**Yes - 5
No - 0
Carried**

New Business

Moved by Calarco, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the following resolution: PROPOSED RESOLUTION WHEREAS, the State of New York continues to cause reductions in State aid payments to local school districts in the present year thereby harming our cash flow between April, 2012 and December, 2012, and WHEREAS, Cattaraugus-Allegany-Erie-Wyoming Counties BOCES has proposed to alleviate part of the financial impact of these State aid reductions or delays by borrowing funds to replace temporarily the usual monthly payments by component school districts to BOCES so that this District will make one payment to BOCES on June 22, 2012 for all BOCES services invoices from April to June and one payment to BOCES on December 21, 2012 for all BOCES invoices for the period of September through December, therefore BE IT RESOLVED, THAT THIS Board supports the proposal by Cattaraugus-Allegany-Erie-Wyoming BOCES to borrow funds for the above stated purpose in the amount of \$10,000,000.

**Yes - 4
No - 1
Carried**

Moved by Crowley, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of CA BOCES 2012-2013 Unit Cost Methodology: that the Ellicottville Central School District approves the proposed basis of service charges of the Cattaraugus-Allegany-Erie-Wyoming BOCES for the 2012-13 fiscal year.

**Yes - 5
No - 0
Carried**

Moved by Calarco, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools and the Board Audit Committee approval of a five year contract with Management Advisory Group of New York Educational and Administrative Consultants for Internal Auditing Services in the amount of \$7,000 (inclusive) for the first year and \$4,000 there after for each of the four years plus travel expenses, mileage and lodging. The contract is effective for the following school years 2011/12 thru 2015/16.

**Yes - 5
No - 0
Carried**

Moved by Crowley, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve the following volunteers for the 2011/12 school year:

- Vinnie Smith - Baseball
- Dave McCann - Softball
- Jenn McAndrew - Softball

**Yes - 5
No - 0
Carried**

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 4**

**Sht. No. 1728
March 20, 2012**

Old Business
None

Personnel

Moved by Hellwig, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve Carrie Bauer as the Peer Tutor Coordinator for the following years and salary:

2011/2012	\$2,400
2012/2013	\$1,500

**Yes - 5
No - 0
Carried**

Principal's Reports

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

- 1) Performing Arts Programs
- 2) Kindergarten Screening
- 3) Wilson Reading Program
- 4) 3/20/12 Prek Hat making (parent/child activity night)
- 5) Meeting @ County Building regarding Prek and CPSE services. BOCES will no longer handle.
- 6) Medicaid training 3/23/12 (Connie and Tina will attend)
- 7) March 14th - Parent/Teacher Conferences in elementary.

Discussion: Connie Hellwig inquired as to the number of children being screened for kindergarten. Mrs. Poulin replied 16 on Wednesday and 13 on Thursday.

Robert Miller (Middle School/High School Principal):

No report

Policies

Moved by Crowley, seconded by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, 2nd reading and approval of proposed policy update: STUDENT DIRECTORY INFORMATION.

**Yes - 5
No - 0
Carried**

Moved by Hellwig, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools, 2nd reading and approval of proposed policy update: STUDENT RECORDS: ACCESS AND CHALLENGE.

**Yes - 5
No - 0
Carried**

1st reading of proposed policy updates: #3310 PUBLIC ACCESS TO RECORDS and #1510 REGULAR BOARD MEETINGS AND RULES (QUORUM AND PARLIAMENTARY PROCEDURE).

The 2nd reading and approval will be at the April 10, 2012 Board Meeting.

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 5**

**Sht. No. 1728
March 20, 2012**

Committee Reports
None

Discussion Items
None

CSE/CPSE:

Moved by Crowley, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve the following resolution: BE IT RESOLVED by the Board of Education of the Ellicottville Central School District: That the Ellicottville Central School District has reviewed the recommendations of the District's Committee on Special Education (#900500404, 900500404, 900500145, 900398409, 900398409, 900347688, 900500054, 900500054, 900199923, 900500400, 900500401, 900500032, 900303898, 900303896, 900303966, 900256868, 900384261, 900406673) at its meeting on March 20, 2012 and approves all necessary arrangements as the most reasonable and appropriate special service(s) and/or program(s) for the implementation of those recommendations (February 1 - 29, 2012).

**Yes - 5
No - 0
Carried**

Executive Session

Moved by Hellwig, seconded by Calarco, upon the recommendation of Mark J. Ward, Superintendent of Schools to enter into executive session at 8:45 pm to discuss Contracts and Negotiations.

**Yes - 5
No - 0
Carried**

Moved by Hellwig, seconded by Calarco, to come out of executive session at 9:15 pm and return to the regular meeting.

**Yes - 5
No - 0
Carried**

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
Page 6**

**Sht. No. 1728
March 20, 2012**

Adjournment of Meeting

Moved by Eddy, seconded by Crowley to adjourn the regular meeting of March 20, 2012 at 9:16 pm.

**Yes - 6
No - 0
Carried**

District Clerk

Deputy District Clerk