

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
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**Sht. No. 1907
May 7, 2019**

OFFICIAL MINUTES

Members Present: Connie Hellwig, William Murphy, Carl Calarco, Debra Golley, Nicole Klein, Robert Van Wicklin, Leonard Zlockie

Members Absent: All Present

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

Staff Absent: All Present

Others Present: Louisa Benatovich (Ellicottville Times), Brooke Szaicher (The Villager)

Call to order of meeting

President Hellwig called the regular meeting of May 7, 2019 of the Ellicottville Central School Board of Education to order at 7:00 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:

Between #10 & #11

School Business Executive Report

16. Personnel:

- c. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a MOA with the ETA (Ellicottville Teacher's Association) regarding modified track chaperones for the 2019-2020 school year.
- d. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Alijah Fox to the position of substitute teacher (non-certified) at a rate of \$85 per day. This appointment is contingent upon a successful fingerprint clearance from New York State.
- e. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, to accept a letter of resignation for retirement purposes from David Pelton effective June 28, 2019 (Mr. Pelton's last day of work in the district will be Friday, June 28, 2019).
- f. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Jennifer Van Dusen to the position of substitute teacher (non-certified) at a rate of \$85 per day. This appointment is contingent upon a successful fingerprint clearance from New York State.

Public Comment

None

Approve Agenda

Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, to adopt the agenda of the May 7, 2019 Board of Education Meeting with additions.

**Yes – 7
No – 0
Carried**

Presentations & Reports:

None

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Communications, Commendations:

None

Informational Items:

None

Superintendent's Report (Robert Miller):

1. Emergency Capital Project – the project is proceeding. Flooring company was in the district today and left samples. They would like to do the hallway over the weekend and then see how many classrooms they can do per day. Sample tiles and floor pattern options were passed around for board members to look over. Things are moving along.
2. Interviewing for open positions. Some took place on Monday and others will take place on Friday of this week. Superintendent Miller hopes to have names for board approval at either the May 21, 2019 or June 4, 2019 board meeting(s).
3. Safety Meeting at BOCES last week. A lot of good vendors. Would like more information regarding priority lighting in certain areas of the school as well as VAPE Detection. The vape detection device would send an email or text to the administration and/or secretaries if someone is vaping in the bathrooms, locker rooms, etc.). Purchased 3 Interactive Smart Boards and a server for video surveillance through the rest of the Smart Schools Bond Act money.
4. Opt Outs (State Testing) – ECS numbers remain low.
5. On Board (NYSSBA) – SED preparing to change APPR regulations.

Principals Reports:

MS/HS Principal (Erich Ploetz)

1. County-Wide NHS (National Honor Society) banquet a success. Congratulations to ECS NHS Award & Scholarship Winners! Meganne Chapman – Outstanding NHS Member, Abigail Sonnenberg – Service Award, Louisa Benatovich – Scholastic Excellence Award & Betty Pappas Scholarship (\$1,000), Ginna Hensel – NHS National Semi-Finalist Scholarship (\$3,200).
2. Upcoming Events:
 - NYSSMA Solo Fest: May 10 & May 11
 - Big 30 Academic Banquet: May 13
 - All-District Choral Concert: May 16
 - STEM Expo: May 21 (Budget Vote Night)
 - High School Awards Banquet: May 22
 - All-District Band Concert: May 30
 - Darien Lake Band Trip: June 1
 - Spring Sports Banquet: June 3
 - Club Jazz: June 6

Elementary Principal/Director of Curriculum (Maren Bush)

1. Learning about Medjool Dates with Kate Benatovich and Mrs. Norton
2. Mr. Wilson's kindergarten class learns about compost and decomposition
3. Daddy – Daughter Dance
4. Autism Awareness Month Spirit Week
5. Dime Carnival – Huge Success!!!
6. Pre-k Easter Hat Decorating and Parade

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School Business Executive Report:

Aimee Kilby

1. Preparing for Budget Hearing presentation (on May 14, 2019)
2. Long Range Financial Plan – RG Timbs Inc.
 - a. In process of compiling information. Should be complete by the end of May.
3. Reserve Policy - RG Timbs Inc.
 - a. Will begin work soon, should be complete in late summer or early fall
4. Interim Audit – Buffamante Whipple Butafaro
 - a. Auditors were here on April 28^a & 29^a, reviewed accounts payable, cash receipts, student activities, bank recs and payroll
5. Year End
 - a. Margie, Sandy and Aimee are getting ready for year-end. Margie and Aimee will attend a work session at BOCES on Thursday, May 9, 2019 where they will begin to prepare WINCAP for the new school year (updating pay frequencies, incrementing salaries, closing out purchase orders, creating codes to better track expenses, accounts payable clean-up, etc).
 - b. Year-end audit will take place the week of July 15^a.

Discussion: Superintendent Miller stated that he has been working with the principal's in regards to summer curriculum work. He stated that he asked Mrs. Kilby to add new codes (to better track the money being spent and the categories they it is being spent in). Long Range Financial Planning – looking at open purchase orders. Purchase orders should be for a specific item(s) not open ended. Mrs. Kilby stated that Rick Timbs suggested closing off purchase orders by December 1^a each year and not leaving them open until May 1^a. He stated that most items should be purchased by December 1^a. She added that the maintenance, transportation and food service programs may need items past the December 1^a date.

Consent Items:

Moved by Calarco, seconded by Van Wicklin, 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 meetings of April 9, 2019 and April 16, 2019
- b. Acknowledgement of the April 16, 2019 and April 30, 2019 Claims Auditor Reports
- c. Approval of the March 2019 Treasurers Report

**Yes – 7
No – 0
Carried**

Committee Reports:

Buildings & Grounds – New Capital Project: Starting to explore where the District wants to go with a new project. Looking at time lines and wish lists.

Technology – Shawne Hunt and Joe Schultz will be collecting lap-tops from students between June 3^a and June 14^a. If a student needs their lap-top to study for exams they will need to make arrangements with the technology department. President Hellwig was at the technology meeting and she suggested the department compile a report regarding the number of repairs, costs of repairs, lost lap-tops, etc. The committee discussed getting a larger generator in the next capital project. Also, discussed at the meeting was the blind spot(s) problem with some of the cameras. The district is working on a solution for this problem. The district will need to migrate from Lotus Notes to Office 365. Superintendent Miller stated that this will cost around \$14,000. He added that Office 365 will be helpful in regards to department (offices) and administration working together. There is a bit of money left in the Erie I BOCES contract. The committee discussed purchasing some of the items needed for next school year out of this year's money. Lastly, the committee discussed making sure kids in grades 5-7 learn more about Microsoft Office. They will try and figure out how to incorporate this into the student's schedules.

Discussion Items:

None

Old Business:

Emergency Capital Project (flood damage): Covered in Superintendent's Report.

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New Business:

Moved by Zlockie, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Reann Ehman, Eileen Hostuttler and Sandra Reed as election inspectors at a rate of \$125 each for the May 21, 2019 Budget Vote & Board Member Election.

**Yes – 7
No – 0
Carried**

Personnel:

Moved by Golley, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Edward Matikainen to the substitute bus driver list. Mr. Matikainen's salary as a substitute bus driver will be \$16.50 per hour.

**Yes – 7
No – 0
Carried**

Moved by Van Wicklin, seconded by Klein, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Virginia Watkins to the permanent position of cafeteria worker effective May 10, 2019 after successfully completing a one year of probationary period.

**Yes – 7
No – 0
Carried**

Moved by Golley, seconded by Calarco, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a MOA with the ETA (Ellicottville Teacher's Association) regarding modified track chaperones for the 2019-2020 school year.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Alijah Fox to the position of substitute teacher (non-certified) at a rate of \$85 per day. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7
No – 0
Carried**

Moved by Zlockie, seconded by Klein, upon the recommendation of Robert Miller, Superintendent of Schools, to accept a letter of resignation for retirement purposes from David Pelton effective June 29, 2019 (Mr. Pelton's last day of work in the district will be Friday, June 28, 2019).

**Yes – 7
No – 0
Carried**

Moved by Golley, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Jennifer Van Dusen to the position of substitute teacher (non-certified) at a rate of \$85 per day. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7
No – 0
Carried**

Policy & Regulation

None

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CSE/CPSE Recommendations:

Moved by Calarco, seconded by Zlockie, 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 (#900501149, 900501259, 900501148, 900500775, 900500494, 900500286, 900501305, 900500246, 900500954, 900500260, 900423395, 900501149, 900501231, 900501259, 900501148, 900500333, 900500333, 900500286, 900500457, 900500260, 900500898) at its meeting on May 7, 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 (March 28 – April 29, 2019).

**Yes – 7
No – 0
Carried**

Executive Session

Moved by Zlockie, seconded by Calarco, to enter into executive session at 7:38 pm to discuss three contract negotiations and three specific personnel items.

**Yes – 7
No – 0
Carried**

Moved by Murphy, seconded by Golley, to come out of executive session at 8:57 pm and return to the regular meeting.

**Yes – 7
No – 0
Carried**

Adjournment of Meeting

Moved by Klein, seconded by Van Wicklin, to adjourn the regular meeting of May 7, 2019 at 8:57 p.m.

**Yes – 7
No – 0
Carried**

District Clerk

Deputy District Clerk