

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
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**Sht. No. 1870
November 7, 2017**

OFFICIAL MINUTES

Members Present: Connie Hellwig, William Murphy, Carl Calarco, Roger Spell,
Robert Van Wicklin, Leonard Zlockie

Members Absent: Nicole Klein

Staff Present: Robert Miller, Melissa Sawicki, Connie Poulin, Erich Ploetz, Aimee Kilby

Staff Absent: None

Others Present: Sharon Turano (The Villager), Rich Place (Ellicottville Times), Pat Waldron,
Andelain Wilson, Shannon Wilson, Hannah DeChane, Todd Palmatier

Call to order of meeting

President Hellwig called the regular meeting of November 7, 2017 of the Ellicottville Central School Board of Education to order at 6:08 p.m. The pledge to the flag of the United States was recited.

Roll Call

Nicole Klein - absent

Changes, Additions and Deletions to the Agenda

Additions:

- 16g. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Lucas Yerpe Stock (St. Bonaventure University) to complete a 15-hour internship experience, working with students with disabilities, at ECS effective November 8, 2017 – May 5, 2018. Mr. Yerpe Stock will work under the placement of Mrs. Therese Pierce.
- 17k. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of John Luzier to the substitute teacher list (certified) at a rate of \$95 per day. This position is contingent upon a successful fingerprint clearance from New York State.
- 17l. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Sharon Wild to the substitute teacher list (non-certified) at a rate of \$85 per day. This position is contingent upon a successful fingerprint clearance from New York State.
- 17m. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Wendy Goode to the substitute teacher aide list at a rate of \$9.70 per hour. This position is contingent upon a successful fingerprint clearance from New York State.
- 17n. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Alex Murphy to the position of full-time cleaner effective November 8, 2017. This appointment carries a one-year probationary period, which will begin on November 8, 2017 and end on November 8, 2018.
- 17o. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Cailynn Jaehn to the substitute teacher list (non-certified) list at a rate of \$75.00 per day. This position is contingent upon a successful fingerprint clearance from New York State.
- 17p. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Katherine Benatovich to the substitute teacher list (non-certified) list at a rate of \$85.00 per day. This position is contingent upon a successful fingerprint clearance from New York State.

Public Comment

None

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Approve Agenda

Moved by Zlockie, seconded by Calarco, upon the recommendation of Robert Miller, Superintendent of Schools, to adopt the agenda of the November 7, 2017 Board of Education Meeting with additions.

**Yes – 6
No – 0
Carried**

Presentations & Reports:

Sports Boosters (Todd Palmatier) – Scoreboard: Todd Palmatier stated that the Sports Boosters would like to purchase scoreboards for both the baseball field and the new softball field. The baseball field one would be placed on two steel beams and the softball one on the school (if that does not work it will be placed on steel beams as well). Mr. Palmatier stated there are enough people in the community that will provide the labor; the only cost should be the boards themselves. The boards will be all run through a remote. The Board thanked Mr. Palmatier and the Sports Boosters. Carl Calarco said it was a great idea and something the school (fields) could definitely use.

Senior Trip

Andelain Wilson and Hannah DeChane presented the 12th grade class trip, which will be May 19-21, 2018 to Lake George, New York. The trip includes many outdoors activities, which they added: their class is a very outdoorsy group. Right now there are 3 students on the fence about going, and 2 definite no's. The cost of the trip with 30 students is \$605. The students are still fundraising for the trip, so the price may go down a bit. Superintendent Miller stated that the class did a nice job picking a destination, with it being closer to home and a more manageable price. Pat Waldron and Crystal Wilder are the Class of 2018 advisors.

Business Office:

- 1) ST3 is complete and was submitted October 4, 2017
- 2) Aimee and Bob participated in a NYS Comptroller's Webinar regarding Appropriated Fund Balances.
- 3) Aimee and Bob met with Chuck Bastian from Bernie Donegan's Office. He shared information regarding financing timelines, payment schedules and future timelines for capital projects.
- 4) Aimee has spoken with Denise Veloski from RA Mercer to schedule a time to meet and assist with cleaning up Due To/Due From accounts and assist in setting up a spreadsheet to monitor reserve balances and fund balances.

Communications, Commendations:

None

Informational Items:

None

Executive Session

Moved by Zlockie, seconded by Murphy upon the recommendation of Robert Miller, Superintendent of Schools, to enter into executive session at 6:25 p.m. to discuss 2 specific personnel items.

**Yes – 6
No – 0
Carried**

Moved by Zlockie, seconded by Calarco upon the recommendation of Robert Miller, Superintendent of Schools, to come out of executive session at 6:46 p.m. and return to the regular meeting.

**Yes – 6
No – 0
Carried**

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Superintendent's Report (Robert Miller):

1. Fall Sports are wrapped up. Superintendent Miller stated that the athletes all worked hard at every level from modified to varsity. He stated that he wanted them to know how proud he is of them and that ECS athletes are second to none. He said sometimes it doesn't matter what your record is in the end, it is how you conduct yourselves as young people. He added that ECS athletes are well-mannered, have great sportsmanship and represent ECS well.
2. Parent/Teacher Conferences will be held on Thursday, November 9th from 12:00-8:00 pm.
3. All fire drills have been completed for the first half of the school year. Two lock down drills will take place before December break. A Robo Call will be made to parents stating it is only a drill. A blurb has also been placed in the newsletter.
4. Electricians are working diligently. They are almost done installing the necessary wires for the security system. TV's will be placed in the Elementary, HS, District and Big Picture Offices. Smart Bond Funds were used to pay for the project.

Principals Reports:

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

1. Elementary Newsletter – Fall 2017
2. Busy with CPSE and 6th grade students.

MS/HS Principal (Erich Ploetz)

1. **Red Ribbon Week Highlights** - The Middle-High School recognized Red Ribbon Week with daily spirit themes (i.e. wearing crazy socks for "Sock it to Drugs" day), an awareness activity in conjunction with the Drama Club on Thursday, 10/26, and Door Decorating Contest throughout the Elementary & Middle School. Thank you to the Elementary and Middle Teachers who decorated their doors, and to the Drama Club for supporting Grim Reaper Day!
2. **Buffalo Peace House Field Trip** - Student leaders from the French Club are working on our first Brown Bag Lunch Series with highlights from the Buffalo Peace House trip in October. Stay tuned for more updates on this effort.
3. **Senior Lounge for Lunch** - For the first month of open Senior Lunch in Room 136, there have been 0 complaints and the initial reports are very positive on the cleanliness of the room. So far, this experiment has been a positive experience.
4. **Drama Club Update: One Acts & Seussical Jr., The Musical** - Many thanks to our advisor Mrs. Crystal Wilder and Director Mr. Jon Wilder for facilitating a successful night of One Act skits and monologues in late October. The curtain will go up again on November 15 and 16 for the MS Musical: Seussical Jr. Don't miss it!
5. **CA BOCES Active PE Professional Development Returning to ECS** - In conjunction with CA BOCES, Miss Bonnie Smith is returning on December 5 to offer a full-day workshop for Cattaraugus and Allegany County, and other regional PE teachers. Welcome back, Miss Smith and Area PE Teachers!
6. **Pep Rally** - A lot of fun. Three high schools with around 500 students. Wasn't sure there would be enough room, but everyone fit. ECS grades 6-12 participated. It was a great way to end the first marking quarter.
7. **Crossword Puzzle** - Words taken from teacher's weekly lesson plans. Puzzles are given to students who have no work in study halls.

Consent Items:

Moved by Spell, 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 meeting of October 3, 2017
- b. Acknowledgement of the October 4, 2017, October 18, 2017 and November 1, 2017 Claims Auditor Reports
- c. Approval of the September 2017 Treasurer's Report

**Yes – 6
No – 0
Carried**

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Committee Reports:

Health & Safety: Health & Safety Committee Meeting Minutes
Monday, October 16, 2017 3:05 pm – High School Library

Present: Bob Miller, Connie Poulin, Erich Ploetz, Melissa Sawicki, Connie Hellwig, Nicole Klein,
Robert Van Wicklin, Karin Hager, Dave Pelton

Fire Drills: Superintendent Miller stated that the district is good on fire drills for the fall. There is a problem with the outdoor all-call PA System.

Lock Down Drills: There will be an article in the October/November District Newsletter regarding Lock Down Drills. A “Robo Call” will be made to parents notifying them that there will be a DRILL. Superintendent Miller would like to have the police at ECS for one of the drills. He stated that he feels their feedback from the drill is very valuable. The district needs four lock down drills for the year (2 before the end of December and 2 after). Superintendent Miller will discuss the Lock Down procedures at the November faculty meeting.

District Safety Plans: Superintendent Miller stated that he and Melissa Sawicki have spent quite a bit of time working on the District Safety Plans. The District has filed on-line their plan with NYSED and work will continue on the Emergency Response Plan and the District Wide Safety Plan. Erich Ploetz provided Superintendent Miller with a draft of the District Wide Safety Plan that he worked on over the summer. A public hearing will be held in December and at the December 5th Board Meeting the Board will be asked to approve the plan.

Emergency Suitcases: The emergency suitcases, which are housed in both the elementary and high school offices, need to be updated. Items that need to be included in the suitcases are: emergency go home procedures including where students should go in the case of an early dismissal as well as sign-in and sign-out sheets in case of an evacuation. Nurse Hager also has an emergency bag in her office.

Emergency Procedures Flip Chart The Health & Safety Committee will review the chart at the next few meetings and make necessary changes are made. The Big Picture classrooms will also be provided with copies of the chart.

Exposure Control Plan: Nurse Hager stated that she is currently reviewing who (staff members) has had the Hep B shots and the procedures and costs associated with providing additional staff members with the shots. She stated that employees who have the school’s health insurance would be covered 100%.

Bus Runs:

Superintendent Miller stated that Dave Pelton worked with Bob Butler to assure the “North Run” Duck Loop bus stop was safe. The pick-up/drop-off site seems to be working well and safety does not seem to be an issue. The “South Run” Hungry Hollow has had some minor adjustments made in that parents/guardians are asked to come to the stop and physically get their children off of the bus. A few safety concerns occurred resulting in the change.

Lighting: Connie Hellwig stated that the Beacon Lights (Flashing Lights) on Rt. 219 are not working during school hours. She also stated that the concerns over lighting in the high school parking lot should be looked at. Perhaps brighter bulbs and the possibility of more and efficient lighting in a future capital project.

Elementary Stairwell: Connie Poulin stated that she has heard many Thank-yous’ about the new elementary stairs (outside).

Discussion Items:

2018-2019 Lacrosse Tournament: Superintendent Miller stated the he, Bill Hasper, and Randy Wiser met with Chris Chapman and Bryan McFadden from the Ellicottville Chamber of Commerce. They stated that everyone involved was very happy with the way the Lacrosse Tournament turned out. Superintendent Miller stated that the whole community benefits from this tournament (hotels, restaurants, school). The Chamber supports activities at ECS (scholarships, Project Christmas donations, etc). Rhino LaCrosse would like to roll again with the tournament next year and have it the same weekend (3rd weekend in September). Superintendent Miller stated that it is doable if we only have a home football game that weekend. There is plenty of time for Mr. Schwartz to block the days off of the fall sports schedules.

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West Valley Pre-Annexation Study: Superintendent Miller stated he needs to know if the ECS Board has interest in moving forward with the study with West Valley. He stated that Eric Lawton (West Valley Superintendent) would like Mr. Miller to get back to him on Wednesday, November 8th regarding the Board's decision. He stated that Mr. Lawton has requested a meeting with Mr. Miller, Kim Moritz (Superintendent of Springville Schools) and Silky LLC (who will be conducting the study). He stated that it would take quite a bit of time to gather the info. President Hellwig asked how much time? Superintendent Miller stated that he would have to rely on other district employees (Melissa & Aimee) to help gather the information. He stated that there is a State Incentive Package, but that only lasts a certain number of years and then there would be a higher tax rate. Bill Murphy stated the district needs to look at the tax rates. Carl Calarco stated that he felt a representation of ECS Board Members or the whole Board should meet with the West Valley Board to see what their commitment is. The ECS Board agreed that Mr. Miller should convey to Mr. Lawton that the ECS Board or representatives from the Board would like to meet with West Valley Board members first to see what their commitment is. Robert Van Wicklin asked how many West Valley students attend Springville. Superintendent Miller stated that he was unsure. He stated that he agrees with board members and he will send a message to Mr. Lawton stated that the Board would like to meet with their Board. Robert Van Wicklin stated that there should be a mutually agreed upon set of rules (road map) before ECS moves forward with any study. The ECS Board Members all agreed.

Old Business:

None

New Business:

Moved by Calarco, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a donation from Robert L. Sawicki of World Topic Books (1959-1991) for the MS/HS Library.

**Yes – 6
No – 0
Carried**

Moved by Spell, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a SAT Prep Course from January-March 2018 from 7:15 – 8:00 am.

**Yes – 6
No – 0
Carried**

Moved by Zlockie, seconded by Spell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Elizabeth Yates (Keuka College) to shadow Joseph Prior (BOCES School Psychologist) December 2017-February 2018 pending CA BOCES approval.

**Yes – 6
No – 0
Carried**

Moved by Calarco, seconded by Van Wicklin, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Shannon Wilson (ECS Graduate) to conduct her thesis research at ECS. Miss Wilson is a student at D'Youville College.

**Yes – 6
No – 0
Carried**

Moved by Van Wicklin, seconded by Spell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of an M&T Bank credit card for Randy Wisner with a limit during the 2017-2018 school year of \$3,000.

**Yes – 6
No – 0
Carried**

Moved by Zlockie, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Class of 2018 trip (May 19-21, 2018) to Lake George, New York.

**Yes – 6
No – 0
Carried**

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Moved by Spell, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Lucas Yerpe Stock (St. Bonaventure University) to complete a 15-hour internship experience, working with students with disabilities, at ECS effective November 8, 2017 – May 5, 2018. Mr. Yerpe Stock will work under the placement of Mrs. Therese Pierce.

**Yes – 6
No – 0
Carried**

Personnel:

Moved by Calarco, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Joseph Schultz to the permanent position of Technical Support Specialist after successfully completing one year of probation. This permanent appointment is retroactive to October 19, 2017.

**Yes – 6
No – 0
Carried**

Moved by Spell, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, accept a letter of resignation from Cathy Dunkleman (Teacher Aide) effective November 2, 2017. Mrs. Dunkleman's last day of employment at ECS was November 1, 2017.

**Yes – 6
No – 0
Carried**

Moved by Calarco, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, accept a letter of resignation from Richard Finch (Cleaner) effective October 20, 2017. Mr. Finch's last day of employment at ECS was October 19, 2017.

**Yes – 6
No – 0
Carried**

Moved by Murphy, seconded by Spell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following Winter 2017-2018 Sports Coaches:

| | |
|----------------------------|-------------------|
| Boy's Varsity Basketball | Dave McCann |
| Boy's JV Basketball | Ryan Winship |
| Boy's Modified Basketball | Chris Keenan |
| Girl's Varsity Basketball | Chad Bartoszek |
| Girl's JV Basketball | Chelsea Cole |
| Girl's Modified Basketball | Tammy Eddy |
| Alpine Skiing | Kelly Fredrickson |
| Bowling | Diana Olson |

**Yes – 6
No – 0
Carried**

Moved by Zlockie, seconded by Van Wicklin, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following advisors for the 2017-2018 school year:

| | |
|--|---------------|
| Basketball Cheerleading (traditional sideline) | Kristen Pearl |
| Weight-Lifting/Training | Mary Neilon |

**Yes – 6
No – 0
Carried**

Moved by Spell, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of John Ireland to the substitute bus driver list at a rate of \$16.50 per hour.

**Yes – 6
No – 0
Carried**

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Moved by Calarco, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Holly Richardson and Ann Chamberlain to teach an SAT Prep Class from January – March 2018 at a stipend of \$1,000 per teacher. Mrs. Chamberlain and Ms. Richardson will alternate teaching days (English and Math).

**Yes – 6
No – 0
Carried**

Moved by Spell, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following volunteer basketball coaches for the 2017-2018 school year:

| | |
|---------------------------|-------------------|
| Karl Schwartz & Matt Finn | Boy's Basketball |
| Katie Taylor | Girl's Basketball |

**Yes – 6
No – 0
Carried**

Moved by Spell, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following score keepers/clock/book, timers for basketball for the 2017-2018 school year: Glenn Hall, Matt Finn, Tammy Eddy, Stacey Chapman, Tim Grinols, Karl Schwartz, Leah Klahn.

**Yes – 6
No – 0
Carried**

Moved by Zlockie, seconded by Calarco, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Randy Wisner to the position of Senior Maintenance Mechanic retroactive effective Wednesday, November 1, 2017. This position carries a one-year probationary period beginning November 1, 2017 and ending on November 1, 2018. Mr. Wisner shall receive a prorated salary of \$37,000, plus a \$750 supervisors stipend for the 2017-2018 school year.

**Yes – 6
No – 0
Carried**

Moved by Spell, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of John Luzier to the substitute teacher list (certified) at a rate of \$95 per day. This position is contingent upon a successful fingerprint clearance from New York State.

**Yes – 6
No – 0
Carried**

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

**Yes – 6
No – 0
Carried**

Moved by Spell, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Wendy Goode to the substitute teacher aide list at a rate of \$9.70 per hour. This position is contingent upon a successful fingerprint clearance from New York State.

**Yes – 6
No – 0
Carried**

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Moved by Zlockie, seconded by Van Wicklin, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Alex Murphy to the position of full-time cleaner effective November 8, 2017. This appointment carries a one-year probationary period, which will begin on November 8, 2017 and end on November 8, 2018.

| | | |
|-------------------|--------------------|----------------|
| Roll Call: | Van Wicklin | Yes |
| | Spell | Yes |
| | Hellwig | Yes |
| | Calarco | Yes |
| | Zlockie | Yes |
| | Murphy | Abstain |

**Yes – 5
Abstain - 1
No – 0
Carried**

Moved by Murphy, seconded by Spell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Cailynn Jaehn to the substitute teacher list (non-certified) list at a rate of \$75.00 per day. This position is contingent upon a successful fingerprint clearance from New York State.

**Yes – 6
No – 0
Carried**

Moved by Calarco, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Katherine Benatovich to the substitute teacher list (non-certified) list at a rate of \$85.00 per day. This position is contingent upon a successful fingerprint clearance from New York State.

**Yes – 6
No – 0
Carried**

**Policies & Regulations:
None**

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Executive Session

Moved by Spell, seconded by Murphy to enter into executive session at 7:25 pm to discuss two personnel items and one contractual item.

**Yes – 6
No – 0
Carried**

Moved by Van Wicklin, seconded by Spell to come out of executive session and return to the regular meeting at 9:27 pm.

**Yes – 6
No – 0
Carried**

Adjournment of Meeting:

Moved by Zlockie, seconded by Calarco, to adjourn the regular meeting of November 7, 2017 at 9:28 pm.

**Yes – 6
No – 0
Carried**

District Clerk

Deputy District Clerk