

**BOARD OF EDUCATION  
Ellicottville Central School**

**Regular Meeting  
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**Sht. No. 1669  
October 6, 2009**

**OFFICIAL MINUTES**

**Members Present:** Linda McAndrew, Mary Ellen Campbell, Steve Crowley, Roger Spell,  
James Wiley, Lynn Eddy

**Members Absent:** Steve Ward

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

**Staff Absent:** None

**Others Present:** Scott Reed (Buffamante, Whipple, Buttafaro, PC),  
Sherry Dunkleman (Claims Auditor), Erika Davis

**Call to order of meeting**

President McAndrew called the regular meeting of October 6, 2009 of the Ellicottville Central School Board of Education to order at 7:35 p.m. The pledge to the flag of the United States was recited.

**Roll Call**

Steve Ward - absent  
Lynn Eddy arrived at 7:40 pm

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

**Additions:**

- 12a. Approval of Home Schooling Request
- 15a. Grading Policy
- 16b. Audit Committee

**Statements and questions from the audience**

None

**Approve Agenda**

Moved by Campbell, seconded by Spell to approve the agenda for the October 6, 2009 board meeting with additions.

**Yes - 5  
No - 0  
Carried**

Lynn Eddy arrived at 7:40 pm

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**Presentations & Reports**

**Claims Auditor Report** - Sherry Dunkleman, Claims Auditor for the Ellicottville Central School District reviewed a written report she prepared for board members. Mrs. Dunkleman provided a summary of the 2008/2009 school year which included the number of claims approved, audited and paid. She also provided totals in each fund category, the number of claims challenged and the number of claims amended. Mrs. Dunkleman shared outcomes of meetings she had with the District's Internal and External Auditors. Steve Crowley encouraged Mrs. Dunkleman not to be afraid to challenge a claim and bring it to the board. Superintendent Ward suggested that the district would be open to more training for Mrs. Dunkleman if any was available. Mrs. Dunkleman stated that all of the information pertaining to training that she receives is for new claims auditors. Superintendent Ward suggested that perhaps Buffamante, Whipple and Buttafaro, PC could offer training to Claims Auditors in the area. Scott Reed from Buffamante, Whipple, Buttafaro, PC stated that this could be a possibility. Mrs. Dunkleman stated that she would appreciate any new training opportunities.

**External Auditor Report** - Scott Reed, external auditor from Buffamante, Whipple & Buttafaro, PC reviewed the audit of the Ellicottville Central School District for the year ending June 30, 2009. Mr. Reed reviewed comments and areas of potential concern.

**Communications, Commendations**

Superintendent Ward stated that Liam O'Rourke was selected for the New York State Jr. High Area All-State Chorus. The event will take place at Royalton-Hartland School on November 6 & 7, 2009.

**Informational Items**

- September 2009 Cafeteria Report

**Superintendent's Report**

1. Athletic Fields - Superintendent Ward stated that he and Mark Duerr met with Bob Klahn and were very pleased with the meeting. Superintendent Ward stated that he has authorized Mr. Klahn to work on the soccer, baseball and softball fields before winter settles in. He stated that it is about \$1,788 worth of work. Superintendent Wards stated that Mr. Klahn will lime and winterize the fields. Supt. Wards stated that over the winter he will draw up specs and bid information for other work that needs to be done in the spring time. He added that the district has made a tremendous investment in the fields and it needs to be protected.

2. P/T Teacher Aide position has been advertised in local papers. Mr. Miller will interview candidates which will be doing mostly study halls and will have a name to be approved at the October 27th board meeting.

3. Board Meeting on Tuesday, October 27th - would the board consider changing the date or time. Student Council is hosting a charity basketball game with the Sabres Alumni at 7:00 pm that evening. The money raised from the game will benefit Project Christmas. The board will discuss an alternative later in the meeting.

4. Fall Board Retreat - The board decided a Tuesday evening would be good. Steve Crowley suggested John Stevens from Olean. Superintendent Ward will contact him and see if he is available. A copy of the Strategic Plan will be provided to Mr. Stevens. The board would like to work on goals as well as look at information provided in the Strategic Plan.

**Consent Items:**

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

- a. That the board approve the minutes of the regular meeting of September 22, 2009
- b. Acknowledgment of Claims Auditor Reports dated October 1, 2009

**Yes - 6  
No - 0  
Carried**

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**New Business**

Moved by Campbell, seconded by Crowley, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve Erika Davis (University of Pittsburgh @ Bradford) to observe twelve hours of teaching time at Ellicottville Central School during the 2009 semester.

**Yes - 6  
No - 0  
Carried**

Moved by Spell, seconded by Campbell, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve the 2008/2009 school year audit (ending June 30, 2009).

**Yes - 6  
No - 0  
Carried**

Moved by Wiley, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the Class of 2010 trip to Cleveland/Cedar Point/White Water Rafting (May 22-24, 2010).

**Yes - 6  
No - 0  
Carried**

Moved by Crowley, seconded by Wiley, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the closing of the Class of 2008 student activity account and transfer the balance (\$116.68) to the Student Council Account.

**Yes - 6  
No - 0  
Carried**

Moved by Campbell, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve 50 hours of practicum work for Ryan Hasper (St. Bonaventure University) at ECS for the 2009-2010 school year.

**Yes - 6  
No - 0  
Carried**

Moved by Eddy, seconded by Wiley, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve the financial bonding of Sherry Dunkleman, Claims Auditor in the amount of \$1,000,000.

**Yes - 6  
No - 0  
Carried**

Moved by Crowley, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools to change the time of the regularly scheduled Board of Education Meeting of Tuesday, October 27, 2009 to 6:00 pm.

**Yes - 6  
No - 0  
Carried**

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**Old Business**

Moved by Wiley, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve Home Schooling Requests for the 2009/2010 school year.

**Yes - 6  
No - 0  
Carried**

**Personnel:**

Moved by Eddy, seconded by Wiley, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve Catherine Adams to the temporary part-time office aide position after school effective October 8, 2009 until June 2010.

**Yes - 6  
No - 0  
Carried**

Moved by Campbell, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve Chris Edwards to the position of Web Master for the Ellicottville Central School District for the 2009-2010 school year at a salary of \$2,500.

**Yes - 6  
No - 0  
Carried**

Moved by Eddy, seconded by Crowley, upon the recommendation of Mark J. Ward, Superintendent of Schools to approve Diana Olson as an AmeriCorp Worker at ECS for the 2009-2010 school year.

**Yes - 6  
No - 0  
Carried**

**Principal's Reports**

**Connie Poulin (Elementary Principal/Director of Curriculum):**

1. Staff Development Day (October 3, 2009).
2. "Eagle Time" Assemblies - scheduled by grade level and character trait each month.
3. Parent Information Meeting for 6th Graders - Thursday, October 8, 2009
4. Project Know
5. Performing Arts Programs

**Robert Miller (Middle School/High School Principal):**

Mr. Miller reviewed information that he compiled in regards to the Student Grading Policy using data from the 2008-2009 school year. The outcome of the review showed that grades would have changed less than 1% changing the final exam weight to 12% from 20%. President McAndrew asked Mr. Miller if he felt the teachers expressed valid concerns and that is why he compiled the data. Mr. Miller responded yes. Superintendent Ward stated that he felt it was the right thing to do by reversing the policy back to 20%. He stated that he saw the teachers passion and he recommends changing the policy back to 20%.

**Policies:**

Motion by Crowley, second by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools to change the Student Grading Policy to reflect a 20% value for the final exam (on full year courses).

**Yes - 6  
No - 0  
Carried**

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**Committee Reports:**

**Health & Safety**

1. H1N1 - committee will develop a plan in case ECS is to be used as a site for giving the shots. Plan must be developed to accommodate shots being given during the school day.
2. Biggest Loser #2 Weight Loss Contest - 27 people have signed up to be in the contest. Half of the proceeds will benefit Project Christmas.
3. Fit & Fun Program: Mrs. Poulin will be coordinating activities for the Elementary students and parents.
4. Fires Safety Drill in Elementary - Friday, October 9, 2009 (weather permitting): Fire drill will be exercised with some of the exits blocked. Assembly to follow with local Fire Departments.
5. Red Ribbon Week Activity: Mock DWI Fatality Drill. Trooper Al Ciesla and Student Council coordinating the activities. Drill will include a driver being arrested for DWI, a student fatality, parents coming to the scene. The New York State Police, Cattaraugus County Sheriffs Department, District Attorney, Coroner, Mercy Flight and local Fire Departments will participate in the activity. Channel 2 News will film the accident simulation.

**Audit Committee:**

Steve Crowley stated that he went through the preliminary audit with Scott Reed and Joel McCann from Buffamante, Whipple & Buttafaro PC in regards to the ECS Audit for the 2008-2009 school year. Mr. Crowley stated that this meeting is held between the auditors and the Board Audit Committee with no district officials present. Mr. Crowley stated that he had no concerns to report. A written statement was provided to board members by Mr. Crowley.

**Discussion Items:**

None

**Executive Session**

Motion by Campbell, seconded by Spell to enter into executive session at 9:32 pm to discuss negotiations.

**Yes - 6  
No - 0  
Carried**

Motion by Eddy, second by Spell to come out of executive session and return to the regular board meeting at 9:55 pm.

**Yes - 6  
No - 0  
Carried**

**Adjournment of Meeting**

Motion by Crowley, seconded by Wiley, to adjourn the regular meeting of October 6, 2009 at 9:56 pm.

**Yes - 6  
No - 0  
Carried**

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District Clerk

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Deputy District Clerk