

**BOARD OF EDUCATION  
Ellicottville Central School**

**Regular Meeting  
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**Sht. No. 1975  
August 30, 2022**

**OFFICIAL MINUTES**

- Members Present:** William Murphy, Debra Golley, Shana Chudy, Erin Cornelius, Karl Northrup, Kristen Pearl, Robert Van Wicklin
- Members Absent:** None
- Staff Present:** Robert Miller, Melissa Sawicki, Aimee Kilby
- Staff Absent:** Erich Ploetz
- Others Present:** Schavon Byroads

**Call to order of meeting**

President Murphy called the regular meeting of August 30, 2022, of the Ellicottville Central School Board of Education to order at 6:01 p.m. The Pledge to the Flag of the United States of America was recited.

**Roll Call** - All present

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

Additions:

16. New Business
- h. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the Phase II 2019 Capital Improvement Project Bids as follows:
- |                              |                        |              |
|------------------------------|------------------------|--------------|
| Contract #203 General Trades | Kinley Contractors LLC | \$ 90,200.00 |
| Contract #204 Fuel Tanks     | Pump Doctor            | \$235,000.00 |
|                              | Total                  | \$325,200.00 |
17. Personnel:
- b. Homework Club: Bill Delity
- o. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of Robert Miller, Superintendent of Schools, the Ellicottville Central School District Board of Education does hereby appoint Krista Frank, who holds a Permanent Certificate in Pre-Kindergarten, Kindergarten and Grades 1-6, to the position of an FTE Elementary Teacher effective September 1, 2022. This position is in the tenure area of Elementary Education and is for a four-year probationary period commencing on September 1, 2022 and ending on August 31, 2026. Mrs. Frank will be placed on Step 9 of the ETA Salary schedule (25 step schedule), plus benefits outlined in the ETA contract. Eligibility for tenure at the end of the probationary period is dependent on Mrs. Frank receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no Ineffective composite or overall rating in the final year.
- p. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Lori Antholzner to the position of Teacher Aide effective tentatively September 12, 2022 at a salary of \$15.00 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State. This position carries a one-year probationary period from tentatively September 12, 2022 – September 12, 2023.
- q. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Kathie Dudley to the position of part-time Teacher Aide effective September 1, 2022 at a salary of \$15.00 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State. This position carries a one-year probationary period from September 1, 2022 – September 1, 2023.
- r. Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Dennis Hintz to the substitute bus driver list at a rate of \$17.40 per hour. This appointment is contingent upon a successful fingerprint clearance and appropriate licensing.

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**Approve Agenda**

Moved by Golley, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, to adopt the agenda of the August 30, 2022, Board of Education Meeting with additions.

**Yes – 7  
No – 0  
Carried**

**Public Comment**

None

**Presentations & Reports**

Superintendent Miller introduced Kathryn (Katie) Mendell, as the new Elementary Principal/Director of Curriculum and welcomed her to ECS. Mrs. Mendell addressed the Board and introduced herself.

**Communications, Commendations**

None

**Informational Items**

None

**Superintendent's Report – Robert Miller**

1. Capital Project – the second phase bids came in high. We will be able to replace the gas tanks and get a roof over the loading dock by the kitchen. There is not enough money right now to get sidewalks out front (from the new parking spaces to the school) and also the roof over the loading dock by maintenance. We may have money next spring once the contingency funds are finalized. Work is being done on the playground. Engineered wood fiber chips are going to be installed on the playground. Tiling in the Elementary is complete. Area rugs are being ordered for the classrooms. Looking at 6x9. Teachers will have a choice of a few different ones. Dust issues in the HS cafeteria. We think we have it figured out.
2. We anticipate Officer Graham will be here the first day of school with students (September 6, 2022). She will be at SRO training in Albany on September 1<sup>st</sup> and 2<sup>nd</sup>.
3. Deflectors for windows have been ordered. Stark Technologies are working on and testing the message boards.
4. District Wide Safety Plan will be approved later in the meeting.
5. COVID – basically will start the school year back to normal. They are asking that we still notify close contacts of a positive case. We will continue to use the Robo Call system to notify parents.
6. Sports Officials – Section VI and officials came to an agreement. Fall sports will go on as planned. Lights have been fixed on the football field. We rented a lift and the maintenance department replaced the lights. Shana Chudy asked if the sound boards are now working. She stated that Chris Edwards said the boards were blown.
7. Modified Cheer – Franklinville asked us about participating earlier in the summer. Last week Franklinville called and asked if we had anyone who was participating. We have some girls interested. We will have a chaperone go with them. They will be practicing 2-3 times a week. They will only cheer this year for home games (2 @ ECS and 1 @ Franklinville).

**Principals Reports:**

Erich Ploetz: MS/HS Principal - Absent

Superintendent Miller stated that a 7<sup>th</sup> Grade Orientation was held on Monday, August 29<sup>th</sup> as well as a 12<sup>th</sup> Grade Social. He stated that the counselors stepped up to the plate and handled the meetings in Mr. Ploetz's absence. A meeting was held today with Katie Mendell and Mr. Ploetz regarding staffing and teacher aides. Superintendent Miller stated that Mr. Ploetz is excited about the new Advisory Program for students in grades 7-12.

Katie Mendell: Elementary Principal/Director of Curriculum

Mrs. Mendell stated that she is excited to be at ECS. She has three children in the District and that her heart is here in the ECS community. Mrs. Mendell added that she is excited to share her knowledge with everyone at ECS.

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**School Business Executive Report:** Aimee Kilby

1. Reports in Progress: ST-3, ESSA Transparency, Audit, Reserve Plan.
2. Auditors will be at the September 27, 2022, Board Meeting to present the 2021-2022 External Audit.
3. Business Office Manual has been updated, needs to be reviewed and approved.
4. Tax Collection period will begin on 9/1/2022. All taxes are ready to be mailed tomorrow (8/31/22).
5. FEMA Grant was formally approved, and paperwork has been completed to request payment.

**Discussion:** Superintendent Miller stated that on average overall tax rates went down. He stated that 3 towns increased, and 3 towns decreased.

**Consent Items:**

Moved by Cornelius, seconded by Pearl, 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 July 26, 2022
- b. Acknowledgement of the August 2, 2022 and August 16, 2022 Claims Auditor Reports
- c. Approval of the June 2022 and July 2022 Treasurer's Reports

**Yes – 7  
No – 0  
Carried**

**Committee Reports:**

None

**Discussion Items:**

None

**Old Business:**

None

**New Business:**

Moved by Chudy, seconded by Northrup, approval of Robert Miller, William Murphy and Debra Golley to attend the NYSSBA Conference in Syracuse, NY, October 27-29, 2022.

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Cornelius, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the Building Level Emergency Response Plan (a hearing was held on July 26, 2022, at 5:45 pm in the High School Library) and the 2022-2023 District Wide School Safety Plan.

**Yes – 7  
No – 0  
Carried**

Moved by Northrup, seconded by Pearl, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the 2022-2023 Tax Warrant.

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Pearl, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following resolution: RESOLVED, by the Ellicottville Central School Board of Education that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein. FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

**Yes – 7  
No – 0  
Carried**

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Moved by Chudy, seconded by Van Wicklin, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a five-year contract with Erie I BOCES for the Western New York Regional Information Center to furnish certain computer services listed on project number MPN 052-01-23D to ECS pursuant to Education Law 1950 (4) (JJ) and both parties are in agreement. The Ellicottville CSD agrees to pay a total IPA cost not to exceed \$54,738.60 to Erie I BOCES over 60 months.

**Yes – 7  
No – 0  
Carried**

Moved by Northrup, seconded by Cornelius, upon the recommendation of Robert Miller, Superintendent of Schools, approval to declare the following item obsolete: 60 KW generator and transfer switch.

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Cornelius, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Home School Students for the 2022-2023 school year: 2 – 8<sup>th</sup> graders, 2 – 5<sup>th</sup> grader, 3 – 3<sup>rd</sup> graders, 2 – 1<sup>st</sup> graders.

**Yes – 7  
No – 0  
Carried**

Moved by Chudy, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the Phase II 2019 Capital Improvement Project Bids as follows:

Contract #203 General Trades	Kinley Contractors LLC	\$ 90,200.00
Contract #204 Fuel Tanks	Pump Doctor	\$235,000.00
	Total	\$325,200.00

**Yes – 7  
No – 0  
Carried**

**Personnel:**

Moved by Chudy, seconded by Van Wicklin, the Ellicottville Central School Board of Education hereby approves the terms of the Memorandum of Agreement between the Ellicottville Central School District and the Ellicottville Teacher’s Association, as presented to the Board, which provides for expanded duties and increased compensation for the school psychologist, in accordance with the provisions set forth in the Memorandum of Agreement retroactive to July 1, 2022.

**Yes – 7  
No – 0  
Carried**

Moved by Cornelius, seconded by Pearl, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following advisors for the 2022-2023 school year:

6-12 Student Council	•Melissa Reedy, Cathie Nason	
6-8 Musical	•Director (Stage)	-Crystal Wilder
	•Asst. Director (Production)	-TBD
	•Asst. Director (Vocal)	-Wendy Burch
	•Asst. Director (Choreographer)	-Meghan Emborsky
6 <sup>th</sup> Grade	•Lynette Sexton, Sarah Pepper, Shannon Palmatier	
7 <sup>th</sup> Grade	•Sarah Pepper, Jennifer Benjamin	
8 <sup>th</sup> Grade	•Jamie Edwards, Crystal Wilder	
9 <sup>th</sup> Grade	•Matt Finn, Jackie James	
10 <sup>th</sup> Grade	•Katie Taylor, Randi Metzger	
11 <sup>th</sup> Grade	•Matt Finn, Chris Edwards	
12 <sup>th</sup> Grade	•Vicky Williams, Cathie Nason	
Afterschool Office Aide	•Clara Kosinski	

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Audio-Visual Dir/ETV	•Chris Edwards
Computer Coordinator	•Shawne Hunt
Detention Monitors	•June Chapman, Melissa Howard, Randi Metzger, Marie Davis, Heather Reed
9-12 Musical	•Director (Stage) TBD
	•Asst. Director (Production) -Shawne Hunt
	•Asst. Director (Vocal) -Wendy Burch
	•Asst. Director (Choreographer) -TBD
	•Asst. Director (Accompanist) -Jamie Edwards
Ecology Club & Envirothon	•Lisa Pawlowski
ESPRA	•Holly Richardson, Melissa Howard
Fitness Room Supervisors	•Danielle Norton, Katie Taylor, Chris Edwards, Tammy Eddy
Homework Club	•Jamie Edwards, Jennifer Schunk, Holly Richardson, Danielle Norton, Heather Reed, Melissa Reedy, Katie Taylor, Mindy Callaghan, Tammy Peters, Sarah Pepper, Shannon Palmatier, Lisa Pawlowski, Kristin Rocco, Ashley Hellwig, Meghan Emborsky, Bill Delity
Jazz Chorus Director	•Wendy Burch
Jazz Band	•Crystal Wilder
Music Association	•Wendy Burch, Crystal Wilder, Kathy Weller
One Act Plays	• Director -Jon Wilder
	• Assistant Director -Wendy Burch
National Honor Society	•Crystal Wilder
Peer Tutor Coordinator	•Carrie Bauer
Quiz Bowl	•Ann Chamberlain
Scholastic Challenge	•Ann Chamberlain
Receiving Clerk	•Tammy Auge
Robotics	•Chris Edwards, Blair Wood
Ski Club	•Mindy Callaghan
After School Student Mentoring Program	•Joe Prior
Substitute Caller	•Melissa Howard
Trap Team	•TBD
Varsity Club	•Matt Finn
Video Photographer	•Chris Edwards
Web Master	•Chris Edwards
World Language Club	•Jamie Edwards, Meghan Emborsky
Yearbook	•Carrie Bauer, Chris Edwards

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of resignation from LaDonna Freunds Schuh effective the end of the day on August 29, 2022.

**Yes – 7  
No – 0  
Carried**

Moved by Pearl, seconded by Chudy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Sabrina Gilman to the permanent position of teacher aide effective September 1, 2022 after successfully completing one year (52 weeks) of probation.

**Yes – 7  
No – 0  
Carried**

Moved by Cornelius, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Amanda Lawrence to the permanent position of cafeteria worker effective September 10, 2022 after successfully completing one year (52 weeks) of probation.

**Yes – 7  
No – 0  
Carried**

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Moved by Golley, seconded by Chudy, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of retirement from Helena Brierton (Science Teacher) effective December 31, 2022.

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Pearl, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Cale Benjamin as a volunteer for Football for the 2022-2023 school year. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7  
No – 0  
Carried**

Moved by Northrup, seconded by Cornelius, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Kate Boutet as a volunteer for girls’ volleyball for the 2022-2023 school year.

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Barbara Hansen to the position of LPN effective September 1, 2022. Mrs. Hansen will be paid \$25.00 an hour for this position for the 2022-2023 school year. This position carries a 12-month probationary period beginning on September 1, 2022 and ends on September 1, 2023. This position is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7  
No – 0  
Carried**

Moved by Cornelius, seconded by Pearl, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Ricardo Balderas Jr. to the position of full-time cleaner effective retroactive to August 29, 2022 at a rate of \$15.00 per hour and is contingent upon a successful fingerprint clearance from New York State. This position carries a one-year probationary period which will begin on August 29, 2022 and end on August 29, 2023.

**Yes – 7  
No – 0  
Carried**

Moved by Pearl, seconded by Van Wicklin, upon the recommendation of Robert Miller, Superintendent of Schools, to amend the appointment of Kathryn Mendell to the position of Elementary Principal/Director of Curriculum for a probationary term of three years to commence on August 29, 2022 and ending on August 29, 2025.

**Yes – 7  
No – 0  
Carried**

Moved by Northrup, seconded by Pearl, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of resignation from Ashley Brooks (teacher aide) effective the end of the day on August 31, 2022.

**Yes – 7  
No – 0  
Carried**

Moved by Chudy, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Kathleen Busekist to the substitute LPN list at a rate of \$20.00 per hour and the substitute teacher aide list at a rate of \$15.00 per hour. These appointments are contingent upon a successful fingerprint clearance from New York State.

**Yes – 7  
No – 0  
Carried**

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Moved by Golley, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following Fall 2022 Sports Clock/Scorekeepers:  
•Sandy Olson, Diana Olson, Jamie Edwards, Glenn Hall, Karl Schwartz, Tracy Rozler,  
Dave McCann and Kate Boutet

**Yes – 7  
No – 0  
Carried**

Moved by Van Wicklin, seconded by Cornelius, upon the recommendation of Robert Miller, Superintendent of Schools, the Ellicottville Central School District Board of Education does hereby appoint Krista Frank, who holds a Permanent Certificate in Pre-Kindergarten, Kindergarten and Grades 1-6, to the position of an FTE Elementary Teacher effective September 1, 2022. This position is in the tenure area of Elementary Education and is for a four-year probationary period commencing on September 1, 2022 and ending on August 31, 2026. Mrs. Frank will be placed on Step 9 of the ETA Salary schedule (25 step schedule), plus benefits outlined in the ETA contract. Eligibility for tenure at the end of the probationary period is dependent on Mrs. Frank receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no Ineffective composite or overall rating in the final year.

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Lori Antholzner to the position of Teacher Aide effective tentatively September 12, 2022 at a salary of \$15.00 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State. This position carries a one-year probationary period from tentatively September 12, 2022 – September 12, 2023.

**Yes – 7  
No – 0  
Carried**

Moved by Chudy, seconded by Van Wicklin, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Kathie Dudley to the position of part-time Teacher Aide effective September 1, 2022 at a salary of \$15.00 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State. This position carries a one-year probationary period from September 1, 2022 – September 1, 2023.

**Yes – 7  
No – 0  
Carried**

Moved by Pearl, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Dennis Hintz to the substitute bus driver list at a rate of \$17.40 per hour. This appointment is contingent upon a successful fingerprint clearance and appropriate licensing.

**Yes – 7  
No – 0  
Carried**

**Policy**  
None

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CSE/CPSE Recommendations:

Moved by Golley, seconded by Cornelius, 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 (#900500387, 900501458, 900501011, 900501358, 900501259, 900500404, 900500807) at its meeting on August 30, 2022 and approves all necessary arrangements as the most reasonable and appropriate special service(s) and/or program(s) for the implementation of those recommendations July 1 - August 22, 2022.

**Yes – 7  
No – 0  
Carried**

**Executive Session**

Moved by Golley, seconded by Northrup, to move into Executive Session at 6:46 pm to discuss collective bargaining pursuant to Article 14 of the Civil Service Law.

**Yes – 7  
No – 0  
Carried**

Moved by Golley, seconded by Chudy, to come out of Executive Session at 6:51 pm and return to the regular meeting.

**Yes – 7  
No – 0  
Carried**

**Adjournment of Meeting**

Moved by Golley, seconded by Van Wicklin, to adjourn the regular meeting of August 30, 2022, at 6:52 p.m.

**Yes – 7  
No – 0  
Carried**

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District Clerk

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Deputy District Clerk