

**BOARD OF EDUCATION
Ellicottville Central School**

**Regular Meeting
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**Sht. No. 1958
July 27, 2021**

OFFICIAL MINUTES

- Members Present:** Robert Van Wicklin, Leonard Zlockie, Erin Cornelius, Debra Golley, William Murphy
- Members Absent:** Shana Chudy, Karl Northrup
- Staff Present:** Robert Miller, Melissa Sawicki, Aimee Kilby, Maren Bush, Erich Ploetz
- Staff Absent:** All Present
- Others Present:** None

Call to order of meeting

President Van Wicklin called the regular meeting of July 27, 2021, of the Ellicottville Central School Board of Education to order at 6:00 p.m. The Pledge of Allegiance was recited.

Roll Call

Absent – Shana Chudy, Karl Northrup

Changes, Additions and Deletions to the Agenda

Additions:

15. Old Business
- a. Moved by _____, seconded by _____, upon the recommendation of Robert Van Wicklin, Board President, approval of the following committees and members for the 2021-2022 school year:
- DISTRICT COMMITTEES:
Athletics & Performing Arts: Karl Northrup, Deb Golley
Health & Safety: Shana Chudy, Erin Cornelius
Technology: Bill Murphy
Strategic Planning: Len Zlockie
- BOARD COMMITTEES:
Audit: Deb Golley
Buildings, Grounds & Transportation (BG&T): Len Zlockie, Karl Northrup
Negotiations: Len Zlockie, Bill Murphy
Budget: Erin Cornelius, Shana Chudy
NYSSBA: Robert Van Wicklin - Delegate Len Zlockie - Alternate
ACASB: Robert Van Wicklin - Delegate Len Zlockie – Alternate
16. New Business
- c. add: 2 – three phase compressors from the high school kitchen freezer and refrigerator and a 60kw generator with transfer switch.
17. Personnel
- b. After School Office Aide Melissa Howard
Computer Lab Monitor Heather Reed (Elementary)
- c. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, the Ellicottville Central School District Board of Education does hereby appoint Sarah Pepper, who holds Professional Certification in Early Childhood (Birth – Grade 2) and Childhood Education (Grades 1-6), to the position of an Elementary Teacher effective September 1, 2021. This position is in the tenure area of Elementary Education and is for a four-year probationary period commencing on September 1, 2021 and ending on August 31, 2025. Ms. Pepper will be placed on Step 10 of the ETA Salary schedule (B step schedule). Eligibility for tenure at the end of the probationary period is dependent on Ms. Pepper 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.
- d. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Amanda Lawrence to the position of part-time cafeteria worker effective September 10, 2021, at a rate of \$12.50 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State and carries a one-year probationary period which will begin on September 10, 2021, and end on September 9, 2022.

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- e. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Melissa Schultz as a substitute bus monitor for summer school, retroactive to July 27, 2021, and thru August 2021 at a rate of \$12.50 per hour.

Changes:

The second 15a should be 16c.

Approve Agenda

Moved by Zlockie, seconded by Cornelius, upon the recommendation of Robert Miller, Superintendent of Schools, to adopt the agenda of the July 27, 2021, Board of Education Meeting with additions and changes.

**Yes – 5
No – 0
Carried**

Public Comment

None

Presentations & Reports

None

Communications, Commendations

None

Informational Items

None

Superintendent's Report – Robert Miller

1. Re-Opening: CDC recommended today that masking indoors for all in schools regardless of vaccination status. Olean Paper and Buffalo News articles.....big question: Is New York State going to follow CDC guidelines? Superintendents met with Dr. Watkins, Cattaraugus County Health Commissioner last week. Transportation question still looms. ECS cannot take another year of double bus runs.
2. Looking at non-resident student requests. Will start looking closer at applications and class sizes. Still must take into consideration 3 ft, 6 ft or no social distancing. Some class levels are smaller than others and we may be able to take a few students. Will know more in the next week or so.
3. Covid Surveillance Testing: Cattaraugus County received \$2.4M. Dr. Watkins met with Superintendents last week to talk about how to spend the funds. Superintendents asked for a few sites within the county that students can be sent to free of charge and get a 15-minute test. Still working on the plans. This will help immensely when a student is symptomatic. Will know in minutes instead of days, if they test positive.
4. Maren and Erich are confident we will be ready for opening of school and will start pulling together plans next week with or without guidance. Will have a few plans ready to go.
5. Stimulus Funds (CRRSA & ARPA): Working with Right Reason Technology. Joe Prior will also be working with them. Afterschool extra help, thinking of 4 days a week, but now leaning towards 3 with extra support in the elementary during the school day. 4 days afterschool when there is ski club and other activities probably won't work. Superintendent Miller asked Mrs. Bush to address the Reading Intervention Program. Mrs. Bush stated that Dr. Davis, Reading Intervention Teacher, typically get around 30 students a year. Last year she had 50+ students and had a Teacher Assistant with her. Dr. Davis worked last year through her preps and had students on a waiting list. The TA was laid off for this year and we would like to bring her back September 1, 2021. This would allow us to service the same number if not more students. Dr. Davis wants to run a good program and adding the TA back in will give her a chance to achieve this. We are not sure at this point if it will be a full-time or part-time position. Superintendent Miller stated that when the administration attends their retreat on Thursday and Friday of this week, they will have a facilitator to help them work through all of this. He stated that he can tweak the ARPA funds and pull it all together.

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6. Capital Project: Very exciting, curbs have been pulled up out front. The roof project is behind because of the rain. The new floors in the elementary areas (with rug) will be done next year. Had a great meeting with U&S Services today regarding security features on the doors. All new clocks will be installed, and they will have message boards in the hallways. There will be 18 new exterior lights. Superintendent Miller will schedule a tour of the facilities prior to the August 24, 2021 Board Meeting. It will begin around 5:15 pm.

Principals Reports:

Erich Ploetz: MS/HS Principal

1. Mr. Ploetz stated that he would like to discuss a two-night Student Summit at Allegany State Park for students in grades 7-12 (Fall 2021). He stated that he has 4 female chaperones and currently 2 male chaperones (Joe Steger (summer administrative intern) and himself. He stated that the main purpose of the program is team building and helping students get through some of the current issues faced by the last year and a half of Covid. Finances for the event are going to come out of ARPA funds and there will be \$2,000 put aside and the district is also looking at a Grant to cover admission into the park for the attendees. 30 students, who have been nominated by their teachers will be able to attend. The dates of the Camp are Tuesday, August 10, 2021 thru Thursday, August 12, 2021.

Erin Cornelius stepped out of the meeting

Mr. Ploetz stated that he hoped to have the students outdoors most of the time, but indoors masks would be required, unless they are eating or sleeping.

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, to approve the student trip with chaperones to the Summer 2021 Student Summit at Allegany State Park “Camp Allegany”. The purpose of the camp would be for feedback and planning session for School Improvement/Covid Aftermath.

**Yes – 4
No – 0
Carried**

Maren Bush: Elementary Principal/Director of Curriculum

1. Grades 1-3 teachers took the Jenn Jones Training. The reading program will begin this fall.
2. Working on Title Grants as well as the Prek Grant.

School Business Executive Report: Aimee Kilby

1. Working with Buffamante, Whipple, Buttafaro to finish up the 2020-2021 external audit.
2. Once the audit is complete will update the Reserve Plan.
3. Scholarships: Virginia Hughey was transferred to Cattaraugus Region Community Foundation. Working with the auditors on the Harmon to see if it can be transferred as well.
4. Working on Grant budgets and claiming grant funds, transparency report and ST-3.

Consent Items:

Moved by Murphy, seconded by Zlockie, 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 13, 2021
b. Acknowledgement of the July 20, 2021 Claims Auditor Report
c. Approval of the June 2021 Treasurers Report

**Yes – 4
No – 0
Carried**

Committee Reports:

Buildings, Grounds & Transportation – Capital Project: This item was discussed under the Superintendent’s report.

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Discussion Items:

2021 NYSSBA Convention (October 24 -26, 2021 in NYC): If you are interested in going to NYC for the conference, please send Melissa an email. The Board will also discuss a retreat idea instead of going to New York City. Discussion will begin at the August 24th Board Meeting.

Erin Cornelius returned to the meeting.

Re-opening 2021-2022: Superintendent Miller stated that a letter signed by him (as President of the Allegany Cattaraugus Superintendent Association), Dr. Brian Schmitt (Superintendent of Genesee Valley CSD) and Dr. Wendy Butler (Superintendent of Belfast CSD) was sent to Governor Andrew Cuomo and Dr. Howard Zucker asking for guidance for school reopening's this fall.

Superintendent Miller stated that school districts need guidance and need to work with the local health department for control and input.

Old Business:

Moved by Golley, seconded by Cornelius, upon the recommendation of Robert Van Wicklin, Board President, approval of the following committees and members for the 2021-2022 school year:

DISTRICT COMMITTEES:

Athletics & Performing Arts: Karl Northrup, Deb Golley

Health & Safety: Shana Chudy, Erin Cornelius

Technology: Bill Murphy

Strategic Planning: Len Zlockie

BOARD COMMITTEES:

Audit: Deb Golley

Buildings, Grounds & Transportation (BG&T): Len Zlockie, Karl Northrup

Negotiations: Len Zlockie, Bill Murphy

Budget: Erin Cornelius, Shana Chudy

NYSSBA: Robert Ran Wicklin - Delegate Len Zlockie - Alternate

ACASB: Robert Van Wicklin - Delegate Len Zlockie – Alternate

**Yes – 5
No – 0
Carried**

New Business:

Moved by Murphy, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the District's Emergency Management Plan (a hearing was held on June 22, 2021 at 5:45 pm).

**Yes – 5
No – 0
Carried**

Moved by Cornelius, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the Ellicottville Central School Code of Conduct and Discipline Code (including Bill of Student Rights and Responsibilities). A public hearing was held at 5:45 pm on Tuesday, July 27, 2021 to review the "Code".

**Yes – 5
No – 0
Carried**

Moved by Zlockie, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval to declare obsolete the Vandercook Proof Press Machine No. 219, 2 – three phase compressors from the high school kitchen freezer and refrigerator and a 60kw generator with transfer switch.

Discussion: Superintendent Miller will advertise these items on an on-line auction site.

**Yes – 5
No – 0
Carried**

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Personnel:

Moved by Golley, seconded by Murphy, upon the recommendation of Robert Miller, Superintendent of Schools, approval of David Rambuski to the substitute bus driver list at a rate of \$16.70 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 5
No – 0
Carried**

Moved by Zlockie, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following advisors for the 2021-2022 school year:

Student Council	Melissa Reedy, Cathie Nason
Middle School Musical Director	Crystal Wilder
6 th Grade	Lynette Sexton,
8 th Grade	Matt Finn, Jackie James
9 th Grade	Randi Metzger, Katie Taylor
10 th Grade	Matt Finn
11 th Grade	Vicky Williams
12 th Grade	Melanie Van Wicklin, Jackie James
Audio-Visual/ETV	Chris Edwards
Computer Coordinator	Shawne Hunt
Detention Monitor	June Chapman
Ecology Club & Envirothon	Helena Brierton, Lisa Pawlowski
Ellicen Yearbook	Carrie Bauer, Chris Edwards
ESPRA	Holly Richardson
Jazz Band Director	Crystal Wilder
Mentoring (Student)	Joe Prior
National Honor Society	Crystal Wilder
Peer Tutor Coordinator	Carrie Bauer
Receiving Clerk	Tammy Auge
Substitute Caller	Melissa Howard
Robotics	Chris Edwards
Scholastic Challenge	Ann Chamberlain
Quiz Bowl	Ann Chamberlain
Substitute Computer Lab Monitor	Shawne Hunt
Substitute Detention Monitor	Marie Davis, Melissa Howard
Varsity Club	Matt Finn
Video Photographer	Chris Edwards
Web Master	Chris Edwards
World Language	Jamie Edwards
After School Office Aide	Melissa Howard
Computer Lab Monitor	Heather Reed (Elementary)

**Yes – 5
No – 0
Carried**

Moved by Golley, seconded by Zlockie, upon the recommendation of Robert Miller, Superintendent of Schools, the Ellicottville Central School District Board of Education does hereby appoint Sarah Peffer, who holds Professional Certification in Early Childhood (Birth – Grade 2) and Childhood Education (Grades 1-6), to the position of an Elementary Teacher effective September 1, 2021. This position is in the tenure area of Elementary Education and is for a four-year probationary period commencing on September 1, 2021 and ending on August 31, 2025. Ms. Peffer will be placed on Step 10 of the ETA Salary schedule (B step schedule). Eligibility for tenure at the end of the probationary period is dependent on Ms. Peffer 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.

Discussion: Ms. Peffer will teach 6th grade in the 2021-2022 school year.

**Yes – 5
No – 0
Carried**

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Moved by Cornelius, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Amanda Lawrence to the position of part-time cafeteria worker effective September 10, 2021, at a rate of \$12.50 per hour. This appointment is contingent upon a successful fingerprint clearance from New York State and carries a one-year probationary period which will begin on September 10, 2021, and end on September 9, 2022.

**Yes – 5
No – 0
Carried**

Moved by Murphy, seconded by Golley, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Melissa Schultz as a substitute bus monitor for summer school, retroactive to July 27, 2021, and thru August 2021 at a rate of \$12.50 per hour.

**Yes – 5
No – 0
Carried**

Policy
None

Executive Session
Moved by Zlockie, seconded by Murphy, to move into Executive Session at 6:59 pm to discuss the Superintendent’s Evaluation, 1 contractual item (ETA) and 1 contractual item (ECSRPA).

**Yes – 5
No – 0
Carried**

Moved by Golley, seconded by Cornelius, to come out of Executive Session and return to the regular meeting at 7:30 pm.

**Yes – 5
No – 0
Carried**

Adjournment of Meeting
Moved by Zlockie, seconded by Murphy, to adjourn the regular meeting of July 27, 2021, at 7:30 p.m.

**Yes – 5
No – 0
Carried**

District Clerk

Deputy District Clerk