

**BOARD OF EDUCATION  
Ellicottville Central School**

**Regular Meeting  
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**Sht. No. 1861  
June 6, 2017**

**OFFICIAL MINUTES**

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

**Members Absent:** None

**Staff Present:** Mark Ward, Melissa Sawicki, Robert Miller, Connie Poulin, Aimee Kilby

**Staff Absent:** None

**Others Present:** Sharon Turano (The Villager), Elizabeth Riggs (Eville Times)

**Call to order of meeting**

President Calarco called the regular meeting of June 6, 2017 of the Ellicottville Central School Board of Education to order at 7:06 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:**

- 15d.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ upon the recommendation of Mark J. Ward, Superintendent of Schools, approval for Aimee Kilby, School Business Executive, to withdraw funds from the EMBLR account in an amount not to exceed \$60,871.98. This withdrawal will be used to cover retiree health insurance costs and a teacher retirement payout.
- 16h.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of a salary increase for Dan LaCroix (boys golf coach), for the additional position of girl's golf coach in the amount of \$500 for the 2016/2017 school year.

**Changes to the Agenda:**

- 16f.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of Mark J. Ward, Superintendent of Schools, ~~the board hereby terminates the probationary appointment and employment with the District of~~ accept a letter of resignation from Christina Conklin, part-time cafeteria worker, effective retroactive to May 11, 2017.
- 16g.** Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Kelly Shantler to the substitute teacher list (non-certified) at a rate of ~~\$78~~ \$68.00 per day. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Public Comment**

None

**Approve Agenda**

Moved by Spell, seconded by Hellwig, upon the recommendation of Mark J. Ward, Superintendent of Schools, to adopt the agenda of the June 6, 2017 Board of Education Meeting with additions and changes.

**Yes – 7  
No – 0  
Carried**

**Presentations & Reports:**

None

**Communications, Commendations:**

None

**Informational Items:**

- a. NYS Department of Transportation Vehicle Inspection Report (April 1, 2016 – March 31, 2017)
- b. Donation of Red Oak Tree (by Mark J. Ward) – The Board thanked Mark for his donation.

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**Superintendent's Report (Mark J. Ward):**

1. School Boards Association (NYSSBA) – New Member Appreciation Week (Monday, June 26, 2017 at the Old Library in Olean). Complimentary Member Reception, RSVP if interested in attending.
2. Next meeting we will approve the Great Valley Summer Youth Program transportation request.
3. Two MOU's to be approved at next meeting with ECSRPA. One for receiving clerk though 2018-19 and one for the sub caller increasing salary to \$2,200 with a district provided cell phone.
4. Business First Ratings are out: Tip of the Hat to our staff for an outstanding job. 22<sup>nd</sup> out of 257 Elementary Schools in WNY #9 in Math and #32 in ELA.

**Principals Reports:**

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

1. **Special Education Summer Program (Extended School Year- ESY)**
  - We are in the process of planning for the structure of the special education extended school year programming. Student and provider schedules are being planned. The six week program will be for students with IEPs who demonstrate regression of skills over times away from instruction.
2. **Ongoing Curriculum, Training, and Planning**
  - Elementary grade level teams are working together to coordinate and support one another to plan instruction for the coming school year as well as aligning report cards to curricular updates.
  - Informal vertical planning conversations are ongoing. More formal training days will also need to take place to ensure alignment for ELA curriculum from one grade level to the next.
  - Initial CA BOCES Science Kit training has been provided. Future CA BOCES Engineering Kit training will need to be planned and provided.
3. **You may recall that last year's Reading Celebration was focused on introducing the use of the Accelerated Reader Program.**
  - You may recall that for last year's Reading Celebration, in lieu of bringing a visiting author, we decided to use the designated funds set aside for that purpose, to pilot the Accelerated Reader Program.
  - In planning for next year, we will be bringing back a visiting author. Five years ago, author Cynthia DeFelice came to ECS. We are working on the possibility of having Ms. DeFelice return once again to work with our students to kick off this annual event.
4. **5<sup>th</sup> Grade Play and Last Eagle Time Certificates**
  - On Monday, June 12<sup>th</sup>, the 5<sup>th</sup> Grade Play will be performed at both 1:15 pm and 7:00 pm. After the 1:15 pm performance, Eagle Time Certificates will be passed out to honorees for the character trait of "empathy."
  - A list of Eagle Time Certificate honorees so far this year provided.

**MS/HS Principal (Robert Miller):**

1. **Costa Rica Trip Update:**
  - We are currently at 14 students with possibly 2 more joining in!
  - We will be looking to send 3 chaperones, and will be working on this before the end of the school year.
2. **Washington DC Trip Update:**
  - Departure = Monday, June 19<sup>th</sup>
  - Return = Wednesday, June 21<sup>st</sup>
  - 48 students (with the possibility of one or two more...)
3. **NYS Testing Updates:**
  - 4<sup>th</sup> and 8<sup>th</sup> Grade Science performance exams took place with no issues. The written tests will be taking place on Monday, June 5<sup>th</sup>.
  - Since my last report, we received an additional field test to administer (bringing the total to 4 this year). The final field test we received is for Math 7 and will be administered on Friday, June 2<sup>nd</sup>.
  - Attached, please find a copy of this year's MS and HS/Regents Exam Schedules.
4. **CTE Credit Requirement Change for MS:** The NYS Board of Regents has voted and approved for emergency action effective July 1, changes to how schools can meet this requirement. Previously we had to provide  $\frac{3}{4}$  units of Home and Careers Skills in MS (which had to be taught by a certified FACS teacher) and 1 unit of Technology. The new regulation allows schools to replace the traditional Home and Careers and Technology credits with any of the 6 CTE content areas (not just the previous 2). This means schools can now provide  $1\frac{3}{4}$  credits across any combination of the 6 CTE areas. For ECS, we can now look to meet the CTE requirement using Technology and Business Education Classes. We will be looking at this new regulation closely as we prepare for next year.

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5. **Events Follow-up:**
  - The **All District Chorus / Band Concert** formats worked well. Administration will need to meet with the Music Department to completely assess and determine if when and if we will use this format in the future.
  - **Freshmen Orientation** (took place on Tuesday, May 23<sup>rd</sup> (7:30)). The event was well attended. Coupling this event with a parent information meeting for 8<sup>th</sup> graders going to Washington DC which took place at 7:00 allowed parents to make one trip to the school instead of two.
6. **Upcoming Events:**
  - **Club Jazz** – Thursday, June 8<sup>th</sup> at 7:00 PM
  - **MS Awards Ceremony** – Monday, June 12<sup>th</sup> at 2:00 pm
  - **BOCES CTE Graduation:** We have students graduating from both the Ellicottville and Olean Centers on Friday, June 16<sup>th</sup>.
    - **Ellicottville’s Ceremony** – Pioneer HS Auditorium at 7:00 pm
    - **Olean’s Ceremony** – Olean High School Auditorium at 7:00 pm
  - **Baccalaureate Breakfast** – Friday, June 23<sup>rd</sup> at 8:30 am at St. Paul’s Lutheran Church
  - **ECS Class of 2017 Graduation** – Friday, June 23<sup>rd</sup> at 7:00 pm

**Consent Items:**

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

- a. That the board approve the minutes of the meeting of May 16, 2017
- b. Acknowledgement of the May 18, 2017 and May 31, 2017 Claims Auditor Reports

**Yes – 7  
No – 0  
Carried**

**Committee Reports:**

None

**Discussion Items:**

None

**Old Business:**

None

**New Business:**

Moved by Murphy, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Morgan Davis (Allegheny-Limestone student) to shadow Mrs. Julie Shattuck (BOCES Occupational Therapist) in the 2017-2018 school year.

**Yes – 7  
No – 0  
Carried**

Moved by Zlockie, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval to apply for an M&T Visa card with a credit limit of \$25,000 for Robert Miller (Superintendent), effective July 1, 2017.

**Yes – 7  
No – 0  
Carried**

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Moved by Spell, seconded by Murphy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of RESOLVED that the Board of Education of the **Ellicottville Central School District** hereby agrees to enter into the attached contract with the Erie 1 BOCES for a five – year period commencing on June 14, 2017 to authorize the Western New York Regional Information Center to furnish certain computer services to the District pursuant to Education Law 1950 (4) (JJ) for an amount not to exceed \$67,316.40 and authorizes 60– monthly payments to be made to Erie 1 BOCES in the amount not to exceed \$1,121.94. Be it further RESOLVED, that the Board of Education of the **Ellicottville Central School District** hereby authorizes the Board President or the District Clerk to execute the contract on behalf of the District.

**Yes – 7  
No – 0  
Carried**

Moved by Zlockie, seconded by Klein, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval for Aimee Kilby, School Business Executive, to withdraw funds from the EMBLR account in an amount not to exceed \$60,871.98. This withdrawal will be used to cover retiree health insurance costs and a teacher retirement payout.

**Yes – 7  
No – 0  
Carried**

**Personnel**

Moved by Spell, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Chris Mendell as the Summer Driver Education teacher at ECS (July – August 2017). Mr. Mendell shall receive a salary of \$32.00 per hour for his services.

**Yes – 7  
No – 0  
Carried**

Moved by Hellwig, seconded by Klein, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the tenure appointment of Heather Reed (Teacher Assistant) effective September 1, 2017. Mrs. Reed has her Level I- Teaching Assistant Certificate.

**Yes – 7  
No – 0  
Carried**

Moved by Zlockie, seconded by Murphy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval to extend the probationary period for Richard Finch (cleaner) from September 11, 2017 to December 15, 2017.

**Yes – 7  
No – 0  
Carried**

Moved by Zlockie, seconded by Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the following temporary summer cleaners, effective July 1, 2017 – August 31, 2017:

- Karen Chapman, Kristen Pearl, Leanne Pfeffer 4 hours per day
- Cathy Dunkleman, Jennifer Hasper, Randy Will 8 hours per day

**Yes – 7  
No – 0  
Carried**

Moved by Klein, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the following rates for temporary summer workers (July 1, 2017 – August 30, 2017): Cleaners \$10.00 per hour and \$10.00 for bus garage workers.

**Yes – 7  
No – 0  
Carried**

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Moved by Spell, seconded by Zlockie, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval to accept a letter of resignation from Christina Conklin, part-time cafeteria worker, effective retroactive to May 11, 2017.

**Yes - 7  
No - 0  
Carried**

Moved by Hellwig, seconded by Murphy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of Kelly Shantler to the substitute teacher list (non-certified) at a rate of \$68.00 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 Spell, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of a salary increase for Dan LaCroix (boys golf coach), for the additional position of girl's golf coach in the amount of \$500 for the 2016/2017 school year.

**Yes - 7  
No - 0  
Carried**

**Policies & Regulations:**

Review of Policy #7131 – Admission of Non-Resident Students

**Executive Session**

Moved by Spell, seconded by Zlockie to enter into executive session at 7:43 pm to discuss a personnel matter.

**Yes - 7  
No - 0  
Carried**

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

**Yes - 7  
No - 0  
Carried**

**Adjournment of Meeting**

Moved by Klein, seconded by Van Wicklin, to adjourn the regular meeting of June 6, 2017 at 8:58 pm.

**Yes - 7  
No - 0  
Carried**

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District Clerk

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Deputy District Clerk