

**BOARD OF EDUCATION  
Ellicottville Central School**

**Regular Meeting  
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**Sht. No. 1645  
September 23, 2008**

**OFFICIAL MINUTES**

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

**Members Absent:** None

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

**Staff Absent:** None

**Others Present:** Heather Snider

**Call to order of meeting**

President McAndrew called the regular meeting of September 23, 2008 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**

All present

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

**Additions:**

- 10b. Approval of an administrative internship with Superintendent Ward for Melissa Foster (Niagara University - 200 hours for the 2008/2009 school year).

**Statements and questions from the audience**

None

**Approve Agenda**

Moved by Crowley, second by S. Ward to approve the board meeting agenda for the September 23, 2008 meeting with additions.

**Yes - 7**

**No - 0**

**Carried**

**Communications, Commendations**

- a. Letter to the Office of the State Comptroller
- b. PreK Newsletter
- c. Mary Ellen Campbell - Developmental Citation from NYSSBA
- d. Business First newspapers

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**Superintendent's Report**

Superintendent Ward stated that he met with representatives from the "Relay for Life" this past week and that he told them he would like the event back at Ellicottville Central School. He stated that it will be a "Cattaraugus County Relay for Life" event in June 2009. Mr. Ward stated that he and Sharon Morton will be meeting with P&A regarding third party management of the district's 403B program. He stated that the board members are welcome to attend the meeting. He added that he would like to interview 2 or 3 groups in the next two months and then have the board appoint a company. Mr. Ward stated that he was very impressed with Open House and that Ms. Pound and Mr. Miller will talk about it in their reports. Mr. Ward stated that he will have a few items for executive session. Mr. Ward stated that the board will be approving The Weast Agency as the district's insurance agent for the next three years. Mr. Ward stated that Jack Harrington, Town of Great Valley Highway Superintendent patched the pot holes in the U-Drive. Mr. Ward stated that the Towns hauled dirt for the athletic fields for three days and didn't charge the district anything. James Wiley asked if they filled the trucks with the district's gasoline. Mr. Ward stated that they did not use the district's gasoline. Mr. Ward stated that he would like to have a dedication ceremony for the athletic fields once they are complete and invite the Towns to it. He stated that he would like to recognize them publicly for their help.

**Discussion Items**

None

**Consent Items:**

Motion by Spell, second by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, to adopt the following Consent Agenda items:

- Approval of the board minutes of the regular meeting of September 9, 2008
- Approval of the July 2009 Treasurer's Report
- Approval of a three year renewal agreement with the Weast Insurance Agency as the insurance carrier for the Ellicottville Central School District (July 1, 2008 - June 30, 2011)

**Discussion:** Mary Ellen Campbell stated that the School Lunch fund has a good balance. She asked if Mrs. Williams, Cafeteria Manager will continue to give the board monthly reports this school year as she did last year. Steve Ward asked if in the minutes he and Mark Ward could be distinguished, perhaps by M.J. Ward and S. Ward. District Clerk, Melissa Sawicki will start distinguishing, in the board minutes, between the two Mr. Wards.

**Yes - 7  
No - 0  
Carried**

**New Business**

Moved by S. Ward, second by Campbell, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve Deena Minerveno, independent contractor to work with the Special Education Department at a rate of \$40 per hour.

**Discussion:** Superintendent Ward stated that Ms. Minerveno will probably be in the district 2-3 days (8 hours per day) working with Tina Barrett, CSE Recorder. He stated that Special Education is Ms. Minerveno's specialty and she will train Mrs. Barrett and provide her with the skills she will need to be effective in her position. James Wiley stated that it is nice to be able to get someone like this.

**Yes - 7  
No - 0  
Carried**

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Moved by Eddy, second by Wiley, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve an administrative internship for Melissa Foster (Niagara University student), under the direction of Superintendent Ward for the 2008/2009 school year (200 hours).

**Discussion:** Superintendent Ward stated that Mrs. Foster has already begun her internship and she will be working on the BEDS forms for New York State as well as helping Mr. Ward with Strategic Planning.

**Yes - 7  
No - 0  
Carried**

**Old Business**

Athletic Fields - Superintendent Ward stated that it is exciting to see the fruits of our labor on the athletic fields. He stated that the soccer field is completely covered in sod. He stated that the inside bases on the baseball field will be done next week and they will feather in the rest. Mr. Ward stated that he would again like to thank Steve Crowley for all of his help on the athletic field project. He stated that the fields have been watered and the dugouts were started today. Mr. Ward stated that the bill came from Northrup Construction and it was around \$12,000. He stated that they hauled and loaded dirt for three days. Mr. Ward stated that the board should start thinking about what they want to do with the press box. He stated that down the road the board should think about lighting the new soccer field and having a new press box. He stated that they should start to develop a range of thinking. Mr. Ward thanked the board for their support of the athletic field project.

**Personnel:**

Appointments:

Moved by Crowley, second by S. Ward, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve Jamie Baldwin as a score keeper for volleyball for the 2008 season (home games). Salary shall be \$22 per event.

**Yes - 7  
No - 0  
Carried**

Moved by Wiley, second by S. Ward, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve on an emergency conditional basis, Michelle Breazeale to the substitute teacher (non-certified) list. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes - 7  
No - 0  
Carried**

Moved by Eddy, second by Crowley, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve on an emergency conditional basis, Kimberly Logel to the substitute teacher (certified) list. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes - 7  
No - 0  
Carried**

Moved by Spell, second by S. Ward, upon the recommendation of Mark J. Ward, Superintendent of Schools, to approve on an emergency conditional basis, Jennifer Fiorini to the substitute school nurse list. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes - 7  
No - 0  
Carried**

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**Principal's Reports**

**Connie Pound (Elementary Principal/Director of Curriculum):** Ms. Pound provided board members with a written report containing the following items: Open House, Project Know, Mosaic of Thought, PreK Orientation, Planning for October 14th Staff Development Day, Elementary Field Trips, Curriculum Coordinator Meetings. Ms. Pound stated that Open House went really well and the idea of having everyone gather in the elementary gym prior to going to the classrooms was well received. She stated that she received a lot of positive feedback on the evening. She stated that she thought it brought the families together as a community. Ms. Pound stated that she attended a Mosaic of Thought training and she found it very informative. She stated that ECS should be very proud of the instruction our children receive. She stated that she will be meeting with Marion Polasik to learn more about the Phonographix program that ECS uses. She stated that Ann Zerfas volunteered to help her compile and compare data between the Phonographix program and the Dibble Program. Ms. Pound stated that the Dibble program tracks curriculum based assessments. She stated that Ms. Zerfas will be going to the training. Ms. Pound stated that she and Mr. Ward met with Dave Poulin the artist that sculpts the statues that are in front of the school. She stated that it was interesting to learn that they stem from the character traits. Ms. Pound stated that the district will develop a plan to complete the project. Ms. Pound stated that this idea and concept of pillar traits should be taken to a state level. Mr. Ward stated that he planned on doing just that, making this a state level "model". Ms. Pound stated that she is working on a substitute for Mrs. Coolidge who will be out for an extended period of time. Ms. Pound raised concerns she has about the U-Drive situation in front of the elementary end of the building. She stated that she has placed orange cones out there to divert traffic as well as having Tpr. Ciesla out there directing traffic. President McAndrew stated that perhaps when the board looks at the driveways they should also look at the traffic pattern in the U-Drive. Superintendent Ward stated that he has already started conversations regarding this problem. He stated that he has spoken with Tpr. Ciesla about researching grants to help defray the cost of a project. Superintendent Ward stated that he would like to see one central entrance. President McAndrew stated that she was very impressed with Open House. She stated that there was a great deal of enthusiasm in the building. She added that it was nice to see the team work in the elementary gym after the meeting. She stated that everyone pitched in to get the chairs taken down after the meeting. She stated that it was nice to see Mr. Miller introduce his teachers and staff and hear the students cheering for their teachers. Lynn Eddy stated that it was nice to see Superintendent Ward at the book fair in the multipurpose room and how many people were talking with him. Roger Spell stated that he was surprised to see that the Elementary Principal has a door to her office in the front hallway.

**Robert Miller (MS/HS Principal):** Mr. Miller provided board members with a written report containing the following items: JCC Courses, Schedule Changes, Academic Eligibility, Open House, Project Know, and Homecoming Weekend. Mr. Miller stated that he was very pleased with the turn out at Open House. Mr. Miller stated that he has to commend the staff in regards to the computer class changes. He stated that they are a true team and really have come together to help each other out. Mr. Miller stated that homecoming activities have been planned and that he is still working on details for the powderpuff football game. Superintendent Ward stated that he would like to commend Mr. Miller on the schedule changes for the computer classes. He stated that everything came across smooth and Mr. Miller did a very good job. Mr. Miller stated that he would like to thank Superintendent Ward for his support and for walking him through the process.

**Committee Reports**

None

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**Policies:**

Superintendent Ward stated that he worked on four policies for the board to look at. He stated that he would like to start catching up on some of the policies that need board approval. Mr. Ward stated that the following policies are being presented to the board this evening for their review and will be approved at a later meeting: Determination of Employment Status: Employee or Independent Contractor (new policy), Title IX and Gender Discrimination in School Athletic Programs (revised policy), Records Management (revised policy), Home Instruction (Home Schooling) (revised policy). Mr. Ward stated that he would like to see the district apply for grant money to get the records of the district set-up electronically.

**Executive Session**

Moved by Spell, second by Eddy, upon the recommendation of Mark J. Ward, Superintendent of Schools, approval of the following CSE/CPSE recommendations dated August 1-31, 2008: 900500086, 900500078, 900440377, 900500080, 900500078, 900440377, 900500081, 900500123.

**Yes - 7  
No - 0  
Carried**

Superintendent Ward stated that he will need an executive session to discuss three contractual items.

Motion by Campbell, second by S. Ward to enter into executive session at 8:57 pm to discuss three contractual items.

**Yes - 7  
No - 0  
Carried**

Motion by Wiley, second by Spell to come out of executive session and return to the regular meeting at 10:30 pm.

**Yes - 7  
No - 0  
Carried**

**Adjournment of Meeting:**

Moved by Spell, seconded by Wiley to adjourn the regular meeting of September 23, 2008 at 10:31 pm.

**Yes - 7  
No - 0  
Carried**

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District Clerk