

BOARD OF EDUCATION
Ellicottville Central School

Reorganizational & Regular Meeting
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Sht. No. 2005
July 9, 2024

OFFICIAL MINUTES

- Members Present:** Debra Golley, Nathan Dahlman, Tiffany Frentz, Karl Northrup, Jenna O’Connell
- Members Absent:** Carla Kruszynski, Kristen Pearl
- Staff Present:** Robert Miller, Melissa Sawicki, Aimee Kilby, Erich Ploetz
- Staff Absent:** Katie Mendell
- Others Present:** Schavon Byroads

Call to order of meeting

President Golley called the reorganizational and regular meeting of July 9, 2024 of the Ellicottville Central School Board of Education to order at 6:16 p.m. The pledge to the flag of the United States was recited.

Roll Call

Absent - Carla Kruszynski & Kristen Pearl

Changes, Additions and Deletions to the Agenda

Additions:

46. Communications, Commendations:
- a. Class of 2025 Letter to the Board of Education
 - b. Letter from Franklinville Central School regarding football
52. Personnel:
- h. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, the Ellicottville Central School District Board of Education does hereby appoint Hannah Forrest, who holds an Initial Certificate in Speech & Language Disabilities, to the position of a Speech Teacher effective September 1, 2024. This position is in the tenure area of Speech & Hearing Handicapped and is for a four-year probationary period commencing on September 1, 2024, and ending on September 1, 2028.
Ms. Forrest will be placed on Step 6 of the ETA Salary schedule (25 step schedule). Eligibility for tenure at the end of the probationary period is dependent on Ms. Forrest 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.
 - i. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following teachers for summer school 2024 extended learning: Lynette Sexton, Sarah Pepper and Karen Romance.
 - j. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following summer school 2024 transportation aides: Jody Maynard, Rebecca Pierce, and Melissa Riehle.
 - k. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Leaudra Hackett as a summer school 2024 12:1:3:1 nurse.
 - l. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Regina Vandenburg to the position of temporary summer cleaner effective July 15, 2024 at a rate of \$15.00 per hour.

Approve Agenda

Moved by O’Connell, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, to adopt the agenda of the July 9, 2024, Board of Education Meeting with additions and changes.

Yes – 5
No – 0
Carried

Public Comment

None

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- Administration of Oath of Office to Newly Elected Board Members, Tiffany Frentz & Carla Kruszynski (absent) , 5-year terms - effective July 1, 2024 to June 30, 2029.
- Administer the Oath to the Superintendent of Schools (Robert Miller).
- Selection of Meeting Chairman (temporary) – Superintendent Robert Miller was selected as the temporary meeting chairman.

Nominations and Election of New Board Officers:

- (a) President
- (b) Vice-President

Jenna O’Connell nominated Debra Golley for the seat of President – Board of Education.

Upon a motion made by O’Connell, seconded by Northrup, the following resolution was offered:

RESOLVED, that Debra Golley be elected President of the Board of Education of this District for the 2024-2025 school year.

**Yes – 5
No – 0
Carried**

Jenna O’Connell nominated Kristen Pearl for the seat of Vice President – Board of Education

Upon a motion made by O’Connell, seconded by Northrup, the following resolution was offered:

RESOLVED, that Kristen Pearl, be elected Vice President of the Board of Education of this District for the 2024-2025 school year.

**Yes – 5
No – 0
Carried**

Appointment of Board Officers:

Upon a motion made by O’Connell, seconded by Northrup, the following appointments were offered a – c.

- *(a) District Clerk – Melissa Sawicki \$7,875.03
- *(b) Deputy District Clerk & Deputy School Business Executive – Robert Miller
- *(c) School Business Executive – Aimee Kilby

*Administer Oath to Above

**Yes – 5
No – 0
Carried**

Upon a motion made by Dahlman, seconded by Northrup, the following appointments were offered (d) – (u).

- *(d) Tax Collector – Lindy Terhune \$3,700
- *(e) District Claims Auditor – Karen Fitzpatrick @ \$32 per hour

*Administer Oath to Above

**Yes – 5
No – 0
Carried**

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Upon a motion made by O'Connell, seconded by Frentz, the following appointments were offered (v) – (rr).

Appointment of Others:

- (f) Physician – Springville Pediatrics (East Main Street, Springville, New York)
- (g) Attorneys - Hodgson & Russ LLP (\$330 per hour – partners, \$313 per hour - senior associates, \$297 an hour – associates, \$160 per hour – legal assistants, \$226 per hour – law clerks), and Bond, Schoeneck, and King PLLC (\$299 per hour - partners and senior counsel, \$279 for associates, \$199 per hour - law clerks, \$155 - paralegals)
- (h) MS/High School Classroom & Activity Funds Comptroller – Erich Ploetz
- (i) MS/High School Classroom & Activity Funds Treasurer – Lindy Terhune
- (j) Attendance Officer- Hannah Frisina, School Nurse
- (k) Consulting Dentist - Dr. Stephen Illig
- (l) District External Auditor – Buffamante, Whipple, Buttafaro, P.C.
- (m) Records Access Officer – Melissa Sawicki
- (n) Asbestos LEA Designee – Gene Snyder
- (o) Purchasing Agent – Aimee Kilby
- (p) Records Management Officer – Melissa Sawicki
- (q) Depository of Funds & Investments (All Accounts) – Five Star Bank, M&T Bank, HSBC, Chase Bank and CCB
- (r) District Data Protection Officer/Technology Security Monitor – Shawne Hunt @ a salary of \$4,360
- (s) Athletic Director – Dave McCann @ a salary of \$13,769.31
- (t) Accounts Payable – Sandra Olson @ a stipend of \$9,478.50
- (u) Approval of Aimee Kilby as the voting delegate for the Workers Compensation Plan Board of Directors and Robert Miller, Superintendent, as the alternate delegate.

**Yes – 5
No – 0
Carried**

Upon a motion made by Northrup, seconded by O'Connell, the following appointments were offered (v) – (rr).

- (v) Official Newspapers - Olean Times Herald & Salamanca Press
- (w) Chief Information Officer - Robert Miller
- (x) Sexual Harassment Officers - Erich Ploetz and Katie Mendell
- (y) CSE/CPSE Chairperson - Melissa Dahlman
- (z) Civil Rights Compliance Officer – Melissa Dahlman
- (aa) Dignity Act Coordinators - Tammy Eddy & Dan LaCroix
- (bb) DEO “designated school official” - Erich Ploetz
- (cc) Title IX Officer /Coordinator, Section 504 Officer, ADA Compliance Officer – Assistant Principal (alternate - CSE/CPSE Chairperson)
- (dd) Deputy Title IX/Section 504/ADA Compliance Officer - Melissa Dahlman
- (ee) Approval of Liaison for Homeless Children & Youth Designee – Superintendent & Assistant Principal
- (ff) Chemical Hygiene Officer for District – Gene Snyder
- (gg) Official Bank Signatories - Robert Miller, Superintendent and Aimee Kilby, School Business Executive
- (hh) Certifier of Payroll - Robert Miller, Superintendent
- (ii) School Pesticide Representative – Gene Snyder
- (jj) Acting CPSE/CSE Chairperson – Joe Prior, School Psychologist
- (kk) Deputy Purchasing Agent - Robert Miller, Superintendent
- (ll) Temporary/Acting 504 Chairperson - Joe Prior, School Psychologist
- (mm) Signer of CSE/CPSE recommendations on behalf of the Board of Education – Melissa Dahlman, CSE/CPSE Chairperson
- (nn) District Pandemic Coordinator - Robert Miller, Superintendent
- (oo) District Energy Manager – Gene Snyder
- (pp) Integrated Pest Management Coordinator (IPM) – Gene Snyder
- (qq) Chief Emergency Officer - Robert Miller, Superintendent
- (rr) Title VI Coordinator for Race, Color or National Origin - Robert Miller, Superintendent

**Yes – 5
No – 0
Carried**

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Upon a motion made by O'Connell, seconded by Northrup, the following resolution was offered #'s 10-35.

10. RESOLVED, that the regular meetings of the Ellicottville Central School Board of Education shall be held on the following Tuesdays at 6:00 p.m. in the Ellicottville Central High School Library. The 2024-2025 Board of Education Meeting Calendar is as follows (subject to change):
Ellicottville Central School Board of Education Scheduled Meetings
- | | | |
|-----|----------------------------|---|
| 1. | Tuesday July 9, 2024 | 6:00 pm Reorganizational Meeting |
| 2. | Tuesday July 30, 2024 | 6:00 pm Regular Meeting |
| 3. | Tuesday August 20, 2024 | 6:00 pm Regular Meeting |
| 4. | Tuesday September 17, 2024 | 6:00 pm Regular Meeting |
| 5. | Tuesday October 15, 2024 | 6:00 pm Regular Meeting |
| 6. | Tuesday November 12, 2024 | 6:00 pm Regular Meeting |
| 7. | Tuesday December 10, 2024 | 6:00 pm Regular Meeting |
| 8. | Tuesday January 14, 2025 | 6:00 pm Regular Meeting |
| 9. | Tuesday February 11, 2025 | 6:00 pm Regular Meeting |
| 10. | Tuesday March 11, 2025 | 6:00 pm Budget Worksession |
| 11. | Tuesday March 25, 2025 | 6:00 pm Regular Meeting |
| 12. | Tuesday April 22, 2025 | 6:00 pm Regular Meeting/BOCES Budget Vote |
| 13. | Tuesday May 13, 2025 | 6:00 pm Budget Hearing |
| 14. | Tuesday May 20, 2025 | 8:00 pm Regular Meeting – Budget Vote |
| 15. | Tuesday June 17, 2025 | 6:00 pm Regular Meeting |
| 16. | Tuesday July 8, 2025 | 6:00 pm Reorganizational Meeting |
11. RESOLVED, the School Business Executive is authorized to make payments of wages of all personnel of the school district in accordance with the agreed and contracted amounts deducting there from any obligation required by law or agreement. The Superintendent of Schools is authorized and directed to certify payrolls for the Board of Education.
12. RESOLVED, the Superintendent of Schools is authorized to approve staff personal days, professional or visitation days and travel as indicated in contractual agreements and as provided for in the budget during the 2024-2025 school year.
13. RESOLVED, that the Superintendent of Schools, be authorized to approve the travel and other business expenses of teaching and non-teaching personnel under adopted Board policy including advanced payments and reimbursements.
14. RESOLVED, a petty cash fund be established as outlined below
- | | | |
|-----|-------|-------------------------------|
| (1) | \$100 | (Melissa Sawicki - custodian) |
| (2) | \$10 | (Tax Collector Account) |
15. RESOLVED, the School Business Executive and Superintendent are authorized to sign all checks from all accounts including payroll checks.
16. RESOLVED, the School Business Executive is authorized to use a facsimile signature, to wit, to use a check writer.
17. RESOLVED, the School Business Executive is authorized to make necessary budget transfers up to \$2,000 with the approval of the Superintendent of Schools as authorized by New York State Department of Audit and Control regulations and recommended by the New York State Commissioner of Education guidelines and brief explanation for any item over \$2,000.
18. RESOLVED, that the Superintendent is hereby authorized to make necessary budget transfers up to \$100,000 as authorized by New York State Department of Audit and Control regulations and recommended by the New York State Commissioner of Education guidelines and brief explanation for any item over \$100,000.
19. RESOLVED, that the Superintendent of Schools, or his designee, be authorized to apply for, accept and administer Federal Funds.
20. RESOLVED, that the Vice-President will have the authority to act on behalf of the President, including signatory powers in the absence of the President.

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21. RESOLVED, the Superintendent is authorized to purchase bonds required by law for the School Business Executive and Tax Collector (in the amount of \$1,000,000).
22. RESOLVED, the School Business Executive is authorized to invest such portion of district monies as she may determine in U.S. Treasury Securities to be held to maturity and maturing in one year, in special time deposit accounts, in certificates of deposits issued by a bank or trust company, or Repurchase Agreements, provided, however, that such investments shall be payable within such time as the proceeds shall be needed to meet expenditures for which such money was obtained and, further, that such transaction meets all the requirements outlined in Education Law 1723-A.
BE IT ALSO RESOLVED, that the School Business Executive must require any bank or trust company, which has district, deposits over \$100,000 to provide state approved securities as collateral on aggregate deposits in excess of \$100,000. Such collateral must be held in a collateral account at an independent third-party bank with the account registered in the name of the Ellicottville Central School Board of Education. All transactions from this account are to be controlled by the School Business Executive to insure continued adequate collateralization.
23. RESOLVED, that the automobile mileage reimbursement rate be set at the current Internal Revenue Service rate per mile, effective with the 2024-2025 school year.
24. RESOLVED, that all policies, rules, regulations standard practices and procedures heretofore existing in this district in 2023/2024 unless specifically amended or changed are continued in full effect for the 2024/2025 school year.
25. RESOLVED, that the School Physician, or his designee, be authorized at their discretion to provide influenza inoculations for school district personnel choosing to receive same.
26. RESOLVED, that the Superintendent of Schools be authorized to require employees to submit to a medical examination to determine his/her fitness to continue employment, and to make such arrangements as are necessary to effectuate this resolution.
27. RESOLVED, that the Superintendent of Schools be authorized to act as the representative of the school district and to sign all applications in conjunction with any and all Federal and State aid projects, BOCES Contracts and Agreements as well as local agency contracts with Board approval.
28. RESOLVED, that the School Business Executive be authorized to pay invoices or billings offering discounts and to pay billings for retirement, federal and state taxes, scholarships, liability and health insurance, employee voluntary deductions, and other invoice or billings the Business Administrator deems necessary to be in the best interest of the District.
29. RESOLVED that the current list of certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are identified as available to serve in this District, and the list as amended from time-to-time by the State Education Department and posted on the web-based IHO reporting System as the District's list of impartial hearing officers. BE IT ALSO RESOLVED that the District Clerk and Superintendent or Superintendent's designee shall select certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are available to serve in the District from the list of Impartial Hearing Officers who are certified by the Commissioner of Education of New York State; and document the rotational selection process and engage in the ministerial acts necessary to determine the first available impartial hearing officer for selection in each particular case. The State Education Department's then-current published list on the web-based Impartial Hearing Officer Reporting System will constitute the district's list of the names and statement of the qualifications of each Hearing Officer. BE IT ALSO RESOLVED that when an Impartial Hearing Officer must be appointed at a time when the Board of Education is not in session or between board meetings, the Board President or Vice-President are authorized to appoint the first available hearing officer to serve in a particular case. In the event that neither the Board President nor Vice President is available to make such an appointment, any member of the Board may appoint the first available hearing officer to serve on a particular case. Board member appointment of an Impartial Hearing Officer to conduct a hearing shall be promptly reported to the Board.

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RESOLVED that the Board of Education of the Ellicottville School District, upon recommendation of the Superintendent of Schools, shall compensate Impartial Hearing Officers who have been certified by the Commissioner of Education of the State of New York to serve as Impartial Hearing Officers in accordance with Education Law Section 4404(1) and 8 N.Y.C.R.R. Section 200.1(x), at the following rates for services and expenses:

- [1] Certified Impartial Hearing Officers shall be compensated at the rate of one hundred dollars (\$100) per hour for time spent in pre-hearing, hearing, and post-hearing activities of researching and writing a decision. The District does not and will not pay for hearing dates which are adjourned or cancelled, regardless of the reason, when the adjournment or cancellation is on two or more business days' notice.
- [2] Certified Impartial Hearing Officers will be reimbursed for reasonable and customary office expenses of photocopying, postage and facsimiles incurred and for travel time to and from the hearing at the rate of one hundred dollars (\$100) per hour.
- [3] Automobile travel shall be reimbursed at the then-current per mile rate which is established from time-to-time for travel by District employees and representatives.
- [4] Airline or train travel shall be reimbursed at the actual reasonable costs incurred by the Impartial Hearing Officer.
- [5] The District will reimburse Impartial Hearing Officers for the cost of their lodging up to eighty dollars (\$80) per night with receipt submitted or fifty-five dollars (\$55) per night without receipt submitted for hearing dates that fall on consecutive days.

- 30. Resolution authorizing BOCES Education Advisory Committee to act on behalf of local Boards for Vocational Grants.
- 31. BE IT RESOLVED, that the Superintendent of Schools, or his designee, be authorized to apply for, accept, administer and participate in the Free and/or Reduced School Lunch and School Breakfast Programs. RESOLVED, that the Ellicottville Central School District amends its Free and Reduced-Price Breakfast and Lunch Policy effective 9/1/24 to meet the family income standards for determining the eligibility of students to receive free and reduced-price meals under the National School Lunch Program as established by the United States Secretary of Agriculture. Further, RESOLVED: the Ellicottville Central School District adopts the maximum scale for free and reduced-price lunches as established by the New York State Education Department.
- 32. RESOLVED, that the School Lunch Prices for the 2024-2025 school year be set as follows: Grades K-5 at \$2.85 for a complete lunch and Grades 6-12 at \$3.05 for a complete lunch. 2nd lunch prices will be as follows: K-5th: \$3.45 and 6th – 12th grade: \$3.75. Reduced Lunch Price for all levels will be \$.25 per mandate. Adult lunch price \$5.00 (+tax) (for a complete lunch).
- 33. RESOLVED, that the School Breakfast Prices for the 2024-2025 school year be set as follows: Grades K-5 \$2.00 for a complete breakfast and Grades 6-12 at \$2.00 for a complete breakfast. 2nd breakfast will be \$2.75 for grades K-5 and \$2.75 for grades 6-12. Reduced Breakfast Price for all levels will now be \$.25 per mandate. Adult breakfast price \$2.75 (+tax) (for a complete breakfast).
- 34. RESOLVED that the price of half-pints of milk for the 2024-2025 school year be \$1.00 per carton. Chips \$1.25, Bottled Drinks \$1.75 and Ice Cream \$1.25.
- 35. RESOLVED to renew the following M&T Bank credit card debt limit during the 2023-2024 school year:

<u>NAME</u>	<u>INDIVIDUAL CREDIT LIMIT</u>
(1) Robert Miller	\$25,000
(2) Aimee Kilby	\$5,000
(3) Maintenance Supervisor	\$3,000
(4) Accounts Payable	\$5,000

**Yes – 5
No – 0
Carried**

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36. Moved by Northrup, seconded by O’Connell, upon the recommendation of Robert Miller, Superintendent of Schools, to approve the following appointments of Committees on Special Education and Pre-School Education.

Committee on Special Education
Part 200 Regulations
Section 200.3

1. Parent of Child
2. Regular education teacher of the student whenever the student is or may be participating in the regular education environment.
3. Special Education provider(s) for the child
4. School Psychologist
5. Melissa Dahlman – CSE Chairperson and local educational agency representative of the school district.
6. Joe Prior – Alternate CSE Chairperson and local educational agency representatives
7. School Physician if requested by the parent or a member of the school at least 72 hours prior to the meeting.
8. Parent representative if requested by the parent of a member of the school at least 72 hours prior to the meeting.

Sub-Committee on Special Education
Part 200 Regulations
Section 200.3

1. Parent of child
2. Regular education teacher of the student whenever the student is or may be participating in the regular education environment.
3. Special Education provider(s) for the child
4. Melissa Dahlman – CSE Chairperson and local educational agency representative of the school district.
5. School Psychologists, whenever a new psychological evaluation is reviewed or a change to a program option with a more intensive staff/student ratio is considered.
6. Joe Prior – Alternate CSE Chairperson and local educational agency representative.

Committee on Preschool Special Education
Part 200 Regulations
Section 200.3

1. Parent of child
2. Regular education teacher of the student whenever the student is or may be participating in the regular education environment.
3. Special Education provider(s) for the child
4. Melissa Dahlman – CSE Chairperson and local educational agency representative of the school district.
5. School Psychologists
6. Joe Prior – Alternate CSE Chairperson and local educational agency representative.
7. Parent Representative if requested by the parent or a member of the school at least 72 hours prior to meeting.
8. A representative from Early Intervention if the child is transitioning
9. A representative of the municipality of the preschool child’s residence.

**Yes – 5
No – 0
Carried**

37. Moved by Dahlman, seconded by Frentz, upon the recommendation of Robert Miller, Superintendent of Schools, to approve the following CSE/CPSE Parent Member List for the 2024-2025 school year: Karen Venturin, Caylin Moss, Ginny Thies.

**Yes – 5
No – 0
Carried**

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38. Moved by Northrup, seconded by O’Connell upon the recommendation of Robert Miller, Superintendent of Schools, to approve the following appointments to the School Safety/Health Team.
- | | |
|-----------------|--|
| Robert Miller | Superintendent |
| Erich Ploetz | MS/HS Principal |
| Katie Mendell | Elementary Principal/Parent |
| Melissa Dahlman | CSE Chairperson/Parent |
| Joe Prior | School Psychologist |
| Hannah Frisina | School Nurse |
| Todd Lovell | Transportation Supervisor |
| Gene Snyder | Maintenance Supervisor |
| Zachary Gelen | Physical Education Teacher |
| Vicky Williams | Cafeteria Manager |
| TBD & TBD | Board Members |
| Tammy Eddy | Guidance Counselor |
| Melissa Sawicki | Superintendent’s Secretary |
| Dan LaCroix | Guidance Counselor/Parent |
| Mark Ward | Great Valley Fire Department |
| James Bouchard | Ellicottville Police – Officer in Charge |
| Aimee Kilby | School Business Executive |
| Robert Germain | Ellicottville Fire Department |
| Mindy Callaghan | Teacher |
| Melissa Reedy | Teacher |
| Kathy Weller | Teacher |
| Amber Graham | SRO (School Resource Officer) |
| Shawne Hunt | District Technology Facilitator |

**Yes – 5
No – 0
Carried**

Upon a motion made by Dahlman seconded by Frentz, the following resolution was offered 39-43.

39. Business Office authorized to pay claims
RESOLVED: that according to Education Law 1724, paragraph 3, the Business Office is authorized to make payment in advance of audit of claims for utilities, postage, freight, and express charges.
40. District Treasurer authorized to pay substitutes
RESOLVED: that the School Business Executive is hereby authorized, on the approval of the Superintendent, to pay substitute employees during the 2024/2025 school year the following rates and that the Superintendent of Schools be and is authorized to employ personnel on a temporary, part-time, per diem or substitute basis, and to set the appropriate wages for such personnel and approve their starting date on an emergency basis prior to Board approval.
- | | | |
|---|--------------|--|
| <u>Substitute Teacher</u> | \$120 | (Non-Certified w/2-years+ of college) |
| | \$130 | (Non-Certified w/4-year degree other than in Education) |
| | \$145 | (Certified with 4-year degree in Education) |
| *Long Term Non-Certified Teacher | \$150 | per day *More than 10 Consecutive Days (Non-Certified w/4-year degree other than in Education) |
| *Long Term Certified Teacher | \$180 | per day *More than 10 Consecutive Days |
| *Substitute Teacher
(Certified Retired ECS Teachers) | | \$170 per day |
| *Long Term Substitute Certified Teacher
(More than 10 consecutive days certified retired ECS teacher in any area) | | \$190 per day |
| *Long Term Certified Teacher/Related Service Provider
(More than 10 consecutive days provided the teacher is directly certified in the subject/related service area) | | \$210 per day |

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*Long Term Certified Teacher/Related Service Provider **\$250** per day
(More than 10 consecutive days provided the teacher is directly certified in the subject area and is a retired ECS teacher/related service provider)

Long Term substitute rates do not start until day 11, unless approved to begin earlier upon appointment or recommendation of the Superintendent to the Board of Education.

*Extended Certified Teacher/ Related Service Provider = **\$300.00** per day when agreeing to 2 or more months provided the individual is directly certified in the subject / related service area.

*Extended Certified Teacher/ Related Service Provider = **\$350.00** per day when agreeing to 2 or more months provided the individual is directly certified in the subject / related service area AND is a retired ECS teacher / related service provider.

*Extended rates will start on a day determined by the Superintendent and subsequently approved by the Board of Education. We will reimburse fingerprinting cost after 1 month of service for Extended Certified teachers.

Substitute Support Staff

Teacher Aides	\$15.00 per hour (\$15.50 effective 1/1/2025)
Secretaries	\$15.00 per hour (\$15.50 effective 1/1/2025)
Cafeteria Workers	\$15.00 per hour (\$15.50 effective 1/1/2025)
Bus Drivers	\$17.40 \$20.00 per hour
Cleaners	\$15.00 per hour (\$15.50 effective 1/1/2025)
School Nurse - RN	\$35.00 per hour
School Nurse – LPN	\$30.00 per hour
Retired ECS Support Staff & Confidential Management	Hourly Rate upon retirement

Discussion: President Golley stated that the district relies quite heavily on the substitute bus drivers and that there is a shortage of drivers. She suggested raising the substitute bus driver pay rate to \$20 an hour for the 2024-2025 school year. Board members agreed.

41. Required Staff Memberships
- 41.1 RESOLVED: that Guidance Counselors, Tamara Eddy and Daniel LaCroix, are required to keep current on recent changes in guidance, acquire new information, and develop advanced skills in the area of guidance as part of their official duties as guidance counselors. The Board of Education has determined that membership, at the District's expense, in the New York State School Counselor's Association and the Cattaraugus/Allegany County School Counselor's Association is a necessary requirement for these counselors to fulfill their official duties.
- 41.2 RESOLVED: that the 6-12 Principal, Erich Ploetz is required to keep current on recent changes in the administration of secondary schools and to acquire new information and develop advanced skills in the area of school administration and management as part of his official duties as a school administrator. The Board of Education has determined that membership at the District's expense in the School Administrators Association of New York State and the Cattaraugus/Allegany County Secondary Principal's Association is a necessary requirement for him to fulfill his official duties. Therefore, be it further RESOLVED, that the 6-12 Principal is required as part of his official duties to be a member of the School Administrators Association of New York State and the Cattaraugus/Allegany Secondary Principal's Association.
- 41.3 RESOLVED: that the Superintendent, Robert Miller, is hereby required to keep current on recent changes in school law, school finances, school management, and school curriculum as part of his official duties as Superintendent of Schools. The Board of Education has determined that membership in the Cattaraugus/Allegany County Council of School Superintendents and the New York State Council of School Superintendents is important for the Superintendent to fulfill his official duties. Therefore, be it further RESOLVED, that the Superintendent of Schools, as part of his official duties, may at the District's expense be a member of the New York State Council of School Superintendents (NYSCOSS), the American Association of School Administrators (AASA), and the Cattaraugus/Allegany County Council of School District Superintendents. In addition, the Board of Education is approving the Superintendent to attend the following meetings/conferences for the 2024-2025 school year at the expense of the District: NYSCOSS Fall and Winter/Spring Conferences, CA BOCES CSO Meetings, NYSSBA Conferences, ACASB Meetings, Retreat & Conferences , Allegany/Cattaraugus Superintendent's Association meetings & conferences, Western New York Educational Service Council, Western New York Joint Management Team meetings & conferences, and local training options offered by and through BOCES represented under the WNYJMT. All other conferences will require prior approval of the Board of Education as per the Superintendent's contract.

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- 41.4 RESOLVED: that the Elementary Principal/Director of Curriculum, Katie Mendell, is required to keep current on recent changes in the administration of elementary schools & curriculum and to acquire new information and develop advanced skills in the area of school administration and management & curriculum as part of her/his official duties as a school administrator. The Board of Education has determined that membership at the District's expense (if any) in the School Administrators Association of New York State, the Cattaraugus/Allegany County Elementary Principal's Association and CA BOCES Curriculum Forum Meetings is required as part of her/his official duties. Therefore, be it further RESOLVED, that the elementary principal be a member of the School Administrators Association of New York State, the Cattaraugus/Allegany County Elementary Principal's Association and the CA BOCES Curriculum Forum.
- 41.5 RESOLVED: that the School Business Executive, Aimee Kilby, is required to keep current on recent changes in the area of School District Business Office Procedures and Policies. The Board of Education has determined that membership at the District's expense in the Allegany/Cattaraugus Chapter of NYSASBO and NYSASBO (New York State Association of School Business Officials). Therefore, be it further RESOLVED, that the district treasurer is required as part of her official duties to be a member of the local chapter and the New York State Association of School Business Officials.
42. Approval of District Investment Policy & Code of Ethics for Board Members and All District Personnel (annual approval).
RESOLVED: that the Ellicottville Central School District hereby approves the following policy: #5220 District Investments and #6110 Code of Ethics for Board Members and All District Personnel.
43. Approval of Board Member Attendance at Conference(s), Training(s), etc. for the 2024-2025 School Year with expenses:
RESOLVED: that the authorization for Board Members to attend conferences, conventions and the like with expenses shall be by Board resolution adopted prior to such attendance. The Superintendent of Schools will then be authorized to approve the travel and other related expenses including advanced payments and reimbursements.
RESOLVED: that members of the Board of Education be approved to attend, either in person or virtually, the NYSED Fiscal Oversight Fundamentals Training, Governance Training, NYSSBA Conferences and the Allegany/Cattaraugus School Board Association meetings.

**Yes – 5
No – 0
Carried**

Consent Items:

Moved by O'Connell, seconded by Northrup, 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 June 18, 2024
- b. Acknowledgement of the July 2, 2024 Claims Auditor Report
- c. Approval of the May 2024 Treasurer's Report

**Yes – 5
No – 0
Carried**

Presentations & Reports:

None

Communications, Commendations:

- a. Class of 2025 Letter to the Board of Education: Superintendent Miller stated that the class sent a letter to the Board of Education and it should have really been addressed to Mr. Ploetz and himself. He stated that he is not sure why they sent it to the Board. Superintendent Miller stated that the class would like to spray paint their senior parking spaces in the high school parking lot. He stated that he is going to deny the request adding that the District will be spending between \$15,000-\$20,000 to re-seal the parking lots this summer. Superintendent Miller stated that he will offer that the students can use sidewalk chalk and decorate their spaces for the opening day of school.
- b. Letter from Franklinville Central School regarding football

Informational Items:

None

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Superintendent’s Report (Robert Miller):

- a. Capital Project – kickoff meeting was held on June 25th. The building condition survey was reviewed and suggestions were made for the project: water tank, update to electrical panels, ventilation updates where needed, and some outside items. The overall cost of the project will be around \$4.5M. Mike Ebertz from SEI is working on revising the numbers. Once the numbers are available another meeting will be scheduled. The plan is to have a \$4.5M project that won’t affect taxes or touch the debt reserve. Flyers will be developed and a hearing will be held in November with the plan of having the project vote in December.
- b. Bus Run Consolidation – in progress. Drivers were given letters and asked to look at their runs and drive them to map out new runs. We are down around 120 students in the elementary, it only makes sense to go down one run.
- c. APPR – signed by the governor. But no guidance documents yet.
- d. Safety Plan – The state threw a lot at us in early June. There are new maps needed. We now have to have trauma sensitive and trauma informed drills. Parents have to be notified of active drills and have an option to opt their students out. Will send an email out tomorrow for a proposed safety meeting on July 18th. Tuesday, July 23rd have a meeting to review the school safety plan and August 20th review. August 27th may have to have a special meeting to approve the plan(s). Information needs to be presented on September 3rd & 4th opening staff days.
- e. Social Media Litigation – Melissa and I will be working on paperwork.

Principals Report:

MS/HS Principal (Erich Ploetz):

- a. Super proud of students and staff at the end of the year. Wrapped up the year in style. Lots of support from the Board. End of year was a huge success.
- b. Will be reporting mid-summer on regents exams. Super proud of results.
- c. Possible foreign exchange student for the 2024-2025 school year.
- d. Summer Work: State reporting, running grade 6 summer enrichment program, cell phone policy work, next school year – better monitoring of chronic absenteeism.

President Golley thanked Mr. Ploetz for a great graduation. Nate Dahlman stated he thought it was fantastic to see community members presenting awards. He stated that from where the board members were sitting they could not hear the band but could hear the chorus.

Old Business

None

New Business:

Moved by Dahlman, seconded by Frentz, approval of the Lead Evaluator Re-Certifications for teacher evaluations, as follows: Robert Miller, Katie Mendell, Erich Ploetz.

**Yes – 5
No – 0
Carried**

Moved by O’Connell, seconded by Dahlman, upon the recommendation of Robert Miller, Superintendent of Schools, approval of paying Fitness Room Supervisors \$25.00 per hour for the 2024-2025 school year.

**Yes – 5
No – 0
Carried**

Moved by Northrup, seconded by O’Connell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a contract pertaining to School Bus Driver Physicals with Health Works Western New York for the 2024-2025 school year.

**Yes – 5
No – 0
Carried**

Moved by O’Connell, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval to hold the Ellicottville Central School District Reorganizational Meeting on July 8, 2025 (for the 2025/2026 school year).

**Yes – 5
No – 0
Carried**

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Moved by Dahlman, seconded by O’Connell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the Class of 2025 five-day Senior Trip to Gatlinburg & Pigeon Forge, Tennessee.

**Yes – 5
No – 0
Carried**

Personnel

Moved by Northrup, seconded by O’Connell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Jon Wilder as a sound and lighting consultant for the 2024-2025 school year at a rate of \$20 per hour.

**Yes – 5
No – 0
Carried**

Moved by O’Connell, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Donna Warner as a piano accompanist, at a rate of \$20 per hour, for the 2024-2025 school year.

**Yes – 5
No – 0
Carried**

Moved by Dahlman, seconded by Frentz, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Donna Warner as a volunteer in the music department for the 2024-2025 school year.

**Yes – 5
No – 0
Carried**

Moved by O’Connell, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following Fall Sports Coaches for the 2024-2025 school year:

- | | |
|-----------------------------------|-----------------|
| •Varsity Football Assistant Coach | Cale Benjamin |
| •JV Football Coach | Griffin Chudy |
| •Modified Football Coach | Nolan Palmatier |

**Yes – 5
No – 0
Carried**

Moved by Northrup, seconded by O’Connell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Joe Myers as a volunteer with the football program for the 2024-2025 school year.

**Yes – 5
No – 0
Carried**

Moved by O’Connell, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Jennifer Schunk to the substitute teacher list (certified) at a rate of \$135 per day effective September 1, 2024.

**Yes – 5
No – 0
Carried**

Moved by Northrup, seconded by Dahlman, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Ellen Story and Andrew Kruszka as temporary summer cleaners effective retroactive to July 1 – August 31, 2024 at a rate of \$15.00 per hour.

**Yes – 5
No – 0
Carried**

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Moved by O’Connell, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, the Ellicottville Central School District Board of Education does hereby appoint Hannah Forrest, who holds an Initial Certificate in Speech & Language Disabilities, to the position of a Speech Teacher effective September 1, 2024. This position is in the tenure area of Speech & Hearing Handicapped and is for a four-year probationary period commencing on September 1, 2024, and ending on September 1, 2028. Ms. Forrest will be placed on Step 6 of the ETA Salary schedule (25 step schedule). Eligibility for tenure at the end of the probationary period is dependent on Ms. Forrest 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 – 5
No – 0
Carried**

Moved by Dahlman, seconded by Frentz, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following teachers for summer school 2024 extended learning: Lynette Sexton, Sarah Peffer and Karen Romance.

**Yes – 5
No – 0
Carried**

Moved by O’Connell, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following summer school 2024 transportation aides: Jody Maynard, Rebecca Pierce, and Melissa Riehle.

**Yes – 5
No – 0
Carried**

Moved by Frentz, seconded by Dahlman, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Leaudra Hackett as a summer school 2024 12:1:3:1 nurse.

**Yes – 5
No – 0
Carried**

Moved by O’Connell, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Regina Vandenburg to the position of temporary summer cleaner effective July 15, 2024 at a rate of \$15.00 per hour.

**Yes – 5
No – 0
Carried**

Discussion: President Golley asked about the wages for temporary summer help. Superintendent Miller stated that the current wage is \$15.00 for temporary summer help. They do not make the wage they do for their permanent positions (during the regular school year). President Golley opened a discussion regarding perhaps raising the wage for temporary summer helpers that are returning from last year. Board members agreed to raise the returning temporary summer workers wage by 25¢ per hour.

Moved by Frentz, seconded by Dahlman, upon the recommendation of Robert Miller, Superintendent of Schools, approval to increase the hourly wage from \$15.00 per hour to \$15.25 per hour for returning (worked in the summer of 2023 as temporary help) temporary summer helpers effective retroactive to July 5, 2024.

**Yes – 5
No – 0
Carried**

Committee Reports:

Buildings, Grounds & Transportation: covered in the Superintendent’s Report.

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Discussion Items:

Board Committees – will be approved at the July 30, 2024 board meeting.

Policies:

Move to the July 30, 2024 Board Meeting: 1st reading of proposed changes to Policy #7316 STUDENT CELL PHONE USE IN SCHOOL

CSE/CPSE Recommendations

Moved by O’Connell, seconded by Northrup, 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 (#900501570, 900501634, 900501231, 900501257, 900501386, 900501232, 900500447) at its meeting on July 9, 2024, and approves all necessary arrangements as the most reasonable and appropriate special service(s) and/or program(s) for the implementation of those recommendations June 12-28, 2024.

**Yes – 5
No – 0
Carried**

Executive Session:

The New York Public Officers Law states a board may enter into executive session to discuss:

1. Matters which will imperil the public safety if disclosed.
2. Any matter which may disclose the identity of a law enforcement agent or informer.
3. Information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed.
4. Proposed, pending or current litigation.
5. Collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law).
6. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.
7. The preparation, grading or administration of examinations.
8. The proposed acquisition, sale, or lease of real property or the proposed acquisition of securities, or sale or exchange of securities, but only when publicity would substantially affect the value of the property.

Executive Session not needed

Adjournment of Meeting

Moved by O’Connell, seconded by Northrup, to adjourn the board meeting of July 9, 2024 at 7:40 p.m.

**Yes - 5
No - 0
Carried**

District Clerk

Deputy District Clerk