

**OFFICIAL MINUTES  
BOARD OF EDUCATION MEETING  
Bolivar-Richburg Central School**

**DATE:** March 21, 2017

**TIME:** 7:00 PM

**PLACE:** Bolivar Building Conference Room 107

**BOARD MEMBERS PRESENT:** Erin Baldwin, President  
Jody McLaughlin, Vice President  
Michelle Clark  
Carol Greene  
Karl Hackett II

**BOARD MEMBERS ABSENT:** Heather Iantorno  
Ervin Smith

**OTHER PEOPLE IN ATTENDANCE:** Michael Retzlaff, Superintendent  
Jenny Bilotta, School Business Administrator  
Connie Emery, District Clerk  
Mary Snyder, BRFA  
Lisa Taylor, CSEA

A regular meeting of the Bolivar-Richburg Central School Board of Education was held on March 21, 2017 at 7 PM in Conference Room 107 of the Bolivar building. Heather Iantorno and Ervin Smith were absent.

Erin Baldwin, President: No Report

Michael Retzlaff, Superintendent: Capital Project Update. Mr. Retzlaff attended the final new superintendent conference in Albany which included the Legislative meeting and Lobby Day. The play of The Three Musketeers was very good. Dr. Seuss Family Fun Night was well attended—many activities. National Honor Society induction ceremony will be on Tuesday, March 28—you are invited to attend. Rachel's Challenge Club would like to change its name.

Jenny Bilotta, School Business Administrator: 2017-2018 Budget Presentation

Motion made by Jody McLaughlin and seconded by Karl Hackett to approve the February 21, 2017 minutes of the Board of Education meeting. Unanimously carried.

**Consensus Items:**

Motion made by Jody McLaughlin and seconded by Karl Hackett to approve the following consensus items:

- To approve the Treasurer's Report for the Payroll, Lunch, General Checking, General Savings, General Investments, Activities, and Trust & Agency Funds as of February 28, 2017. Treasurer's Report
- To approve the CSE recommendations. CSE Rec.

- To add the following to the substitute list pending a background check: Sub List  
 Olivia Windus – Substitute Teacher and Substitute Aide  
 Meghan Stuck – Substitute Teacher (to begin in May)  
 Alice Rogers – Substitute Cleaner
- To appoint the following election inspectors and chairperson for the upcoming Annual School District Budget vote and board elections to be held on May 16, 2017 from 12 noon to 8 p.m.: Election Inspectors  
 Connie Emery – Chairperson Grace McCrea  
 Cheryl Sharp – Chief Election Inspector Diane Little
- To accept the following 2017-2018 Annual Cooperative Purchasing Resolution: BOCES

**WHEREAS**, It is the plan of a number of public school districts in Cattaraugus County and Allegany County, New York, to bid jointly for **various supplies, commodities, and/or services in the 2017-2018 fiscal year, and**

**WHEREAS**, The Bolivar-Richburg Central School District is desirous of participating with other school districts in Cattaraugus and Allegany Counties in the joint bidding of all or some of the supplies, commodities, and/or services as mentioned above, as authorized by General Municipal Law, Section 119-0, and as determined by district need, and

**WHEREAS**, The Board of Cooperative Educational Services and Boards of Education wish to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting of the results to the Board of Cooperative Educational Services and Boards of Education and making recommendations thereon; therefore,

**BE IT RESOLVED**, That the Bolivar-Richburg Central School District Board of Education hereby appoints the Cattaraugus-Allegany-Erie-Wyoming Board of Cooperative Educational Services to represent it in all matters related above, and,

**BE IT FURTHER RESOLVED**, That the Bolivar-Richburg Central School District Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned supplies, commodities, and/or services, and,

**BE IT FURTHER RESOLVED**, That the Bolivar-Richburg Central School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and,

**BE IT FURTHER RESOLVED**, That the Bolivar-Richburg Central School District Board of Education agrees (1) to abide by the majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s) it will conduct all negotiations with the successful bidder(s).

- To approve the following student teacher for the 2016-2017 school year: Student Teacher

Spring 2017 – Session 2: March 20, 2017 to May 5, 2017			
Student Teacher	Cooperating Teacher	Grade	Subject
Abbey Marchewka	Mark Emery	6-12	Physical Ed.

- To approve the amended 2016-2017 school calendar as presented. Amended Cal.
- To approve the 2017-2018 school calendar as presented. 2017-18 Cal.
- To remove (Item 9) the FCCLA overnight trip from the agenda due to lack of interest. FCCLA

- To accept a bid from Lisa Taylor in the amount of \$1,000.50 for the purchase of the 2000 Ford Taurus that the district declared a surplus. Ford Taurus
- To award the following bids for the 2016 Capital Improvements Project Phase II: Awarded Bids  
Capital Proj.

Description	Contractor	Bid Amount
General Construction	Duggan & Duggan	\$1,947,500.00
Electrical Construction	Ahlstrom Schaeffer	\$1,028,500.00
Plumbing Construction	Anderson Shortell	\$ 188,800.00
Mechanical Construction	Mazza Mechanical Service, Inc.	\$ 605,000.00

- To declare the following items as surplus: Surplus  
  
Two Indoor Batting Cages  
One Outdoor Shell Cage Net for Baseball
- To provide transportation for the Allegany Council on Alcoholism & Substance Abuse, Inc., AH-SSUM Days 2017, June 26-29, 2017 not to exceed \$2,700.00. AH-SSUM
- To enter into an agreement with the Allegany Council on Alcoholism & Substance Abuse, Inc., for prevention services for grades Kindergarten through 8 for the 2017-2018 school year. ACASA
- That the Board of Education of the Bolivar-Richburg Central School District approves the terms of the Memorandum of Agreement between the District and the Bolivar-Richburg CSEA Unit regarding Article XXVI, "Overtime and Call Back" (overtime calculations) of the parties' 2015-2020 Collective Bargaining Agreement. The Superintendent of Schools shall have authority on behalf of the Board of Education to acknowledge the agreement accordingly. CSE MOA

These items were unanimously carried.

**Non-Consensus Items:**

- Motion made by Jody McLaughlin and seconded by Michelle Clark to appoint Randy Harmon as Clerk of the Works for Phase 2 of the Capital Project at a compensation rate of 0.4% of the Phase 2 project cost. Opposed – Carol Greene and Karl Hackett. In Favor – Erin Baldwin, Michelle Clark, Jody McLaughlin Motion did not pass. R. Harmon  
Clerk of the  
Works
- Motion made by Carol Greene and seconded by Michelle Clark to grant the request of Leah Scoville, Elementary Teacher, for a medical leave of absence to commence April 25, 2017 and to end June 20, 2017. Unanimously carried. L. Scoville
- Motion made by Karl Hackett and seconded by Carol Greene that Kimberly Cowburn, Behavioral Specialist, who has successfully completed her probationary appointment and is hereby made permanent effective March 15, 2017. Unanimously carried. K. Cowburn
- Motion made by Jody McLaughlin and seconded by Carol Greene to accept a letter of resignation for retirement from Debra Sherwood, Typist, effective July 29, 2017. Unanimously carried. D. Sherwood  
Retirement

- Motion made by Karl Hackett and seconded by Jody McLaughlin to accept a letter of resignation for retirement from Robert Sherwood, Maintenance Mechanic, effective July 29, 2017. Unanimously carried.
- Motion made by Karl Hackett and seconded by Jody McLaughlin to accept a letter of resignation from Francisco Morales, Middle School Guidance Counselor, effective April 18, 2017. Unanimously carried.

R. Sherwood  
Retirement

F. Morales  
Resignation

Motion made by Jody McLaughlin and seconded by Karl Hackett to adjourn the meeting at 8:34 PM, there being no further business. Unanimously carried.

Adjournment

Connie Emery  
District Clerk