

**BOARD OF EDUCATION  
EDEN CENTRAL SCHOOL**

**BUDGET ADVISORY TEAM MTG – 5:45 P.M.  
REGULAR MEETING - 7:00 P.M.**

**WEDNESDAY, JANUARY 18, 2017  
JR./SR. HIGH SCHOOL – CAFETERIA**

**ADMINISTRATIVE MEMORANDUM**

- I. Call to Order.** Mr. Paul Shephard will preside. Please call Mrs. Thomasulo if you cannot attend (992-3629). Mr. Shephard leads in the Pledge of Allegiance.

**\*Please turn off all cell phones\***

**II. From Administration and Staff**

- A. Open Public Forum – Smart School Investment Bond Fund – Lucinda Karstedt
- B. GLP Students – i-Pad presentation
- C. Claims Auditor – Confirming Purchase Orders – DianaRae Walker
- D. Buses – Mary Banko

**III. Request to withdraw specific item(s) from consensus items.**

- IV. Routine Actions – Approval of Consensus Items.** **RECOMMENDED MOTION:** “that the following consensus items be approved as listed in the Administrative Memorandum A-X.”

- A. **Approval of the Minutes of the November 16, 2016 Regular Board of Education Meeting.** **RECOMMENDED ACTION:** Take necessary action and move for approval. (SA) (ENC)
- B. **Approval of the Revenue Budget Status Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Revenue Budget Status Report for the period ending October 31, 2016 be approved.” (TM) (ENC)
- C. **Approval of the Revenue Budget Status Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Revenue Budget Status Report for the period ending November 30, 2016 be approved.” (TM) (ENC)
- D. **Approval of the Revenue Budget Status Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Revenue Budget Status Report for the period ending December 31, 2016 be approved,” (TM) (ENC)
- E. **Approval of the Treasurer’s Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Treasurer’s Report for the period ending October 31, 2016 be approved.” (TM) (ENC)
- F. **Approval of the Treasurer’s Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Treasurer’s Report for the period ending November 30, 2016 be approved.” (TM) (ENC)
- G. **Approval of the Treasurer’s Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Treasurer’s Report for the period ending December 31, 2016 be approved.” (TM) (ENC)

- H. **Approval of the Multi Fund Warrant.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Multi Fund Warrant for the period ending November 30, 2016 in the amount of **\$1,140,272.49** be approved. This Warrant is broken down as follows: **General Fund portion \$1,047,921.56, Cafeteria Fund portion \$34,899.18, Federal Fund portion \$14,220.10, Trust & Agency Fund portion \$39,481.65** and **Capital Fund portion \$3,750.00.**” (TM) (ENC)
- I. **Approval of the Multi Fund Warrant.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Multi Fund Warrant for the period ending December 31, 2016 in the amount of **\$369,257.27** be approved. This Warrant is broken down as follows: **General Fund portion \$303,509.11, Cafeteria Fund portion \$29,332.60, Federal Fund portion \$21.58,** and **Trust & Agency Fund portion \$36,393.98.**” (TM) (ENC)
- J. **Approval of the ACH/Wire Transfer Warrant.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the ACH Fund Warrant for the period ending December 31, 2016 in the amount of **\$897,175.63** be approved. This Warrant is broken down as follows: **General Fund Debt Service portion 417,335.63** and **General Fund HRA/Health portion \$479,840.00.**” (TM) (ENC)
- K. **Approval of the Capital Project 2020 Warrant.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Capital Project 2020 Warrant for the period ending November 30, 2016 in the amount of **\$124,762.02** be approved.” (TM) (ENC)
- L. **Approval of the Capital Project 2020 Warrant.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Capital Project 2020 Warrant for the period ending December 31, 2016 in the amount of **\$27,309.71** be approved.” (TM) (ENC)
- M. **Approval of the Extraclassroom Activities Fund Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Extraclassroom Activities Fund Report for the period ending November 30, 2016 be approved.” (TM) (ENC)
- N. **Approval of the Extraclassroom Activities Fund Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Extraclassroom Activities Fund Report for the period ending December 31, 2016 be approved.” (TM) (ENC)
- O. **Approval of the Appropriation Status Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Appropriation Status Report for the period ending November 30, 2016 be approved.” (TM) (ENC)
- P. **Approval of the Appropriation Status Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Appropriation Status Report for the period ending December 31, 2016 be approved.” (TM) (ENC)
- Q. **Approval of Budget Transfers.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the November 2016 Budget Transfers be approved as presented.” (TM) (ENC)
- R. **Approval of Budget Transfers.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the December 2016 Budget Transfers be approved as presented.” (TM) (ENC)

- S. **Approval of Budget Transfers Over \$10,000.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Budget Transfers over \$10,000 be approved as presented.” (TM) (ENC)
- T. **Approval of CSE/CPSE Recommendations.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the CSE/CPSE recommendations be approved.” (SA) (ENC)
- U. **Approval of the Confirming Purchase Order Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the November 2016 Confirming Purchase Order Report be approved.” (TM) (ENC)

- V. **Appoint Substitutes.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the following personnel be appointed as substitutes, provided that these appointments will not be effective and service to the District pursuant thereto shall not begin until there has been compliance with statutory and regulatory provisions for fingerprinting/certification and clearance for employment:

<u>Name</u>	<u>Area</u>	<u>Effective Date</u>	<u>Certification</u>
1. Jennifer Singer	PK-12 T Aide	December 15, 2016	N/A
2. Ryan Marmion	7-12 Teacher	December 15, 2016	None
3. Deanne Glendenning	Clerk Typist	December 15, 2016	None
4. Brandon Dix	PK-12 Teacher	December 15, 2016	None
5. Jill Meli	Bus Attendant	December 15, 2016	None
6. Charmaine Barrett	PK-12 T, TA, CT, Mon	December 15, 2016	None
7. Mary Johnson	PK-12 Teacher	January 19, 2017	None
8. Alison Kolczynski	PK-12 Teacher	January 19, 2017	Visual Arts
9. Shannon Locking	PK-12 Teacher	January 19, 2017	None
10. Judy Gustas-Stoj	Bus Attendant	January 19, 2017	None
11. Chelsea Holewka	PK-6 T and TA	January 19, 2017	None
12. Kathy Fallacaro	Nurse	January 19, 2017	RPN
13. Beth Wierzba	PK-12 T, TA, CT	January 19, 2017	None
14. Lisa Fox	CT	January 19, 2017	None
15. Mary Granger	CT	January 19, 2017	None
16. Patricia Hartman	PK-12 TA	January 19, 2017	None
17. Kimberly Leith	PK-12 TA	January 19, 2017	None
18. Kellie Chiavetta	PK-6 T, TA	January 19, 2017	N-6/Reading
19. Myles Kifner	PK-12 Teacher	January 19, 2017	None
20. Merideth Watson	PK-12 T, TA	January 19, 2017	None
21. Samantha D’Amaro	PK-12 Teacher	January 19, 2017	CE 1-6
22. Andrea DeMont	PK-12 T, TA	January 19, 2017	CE/SWD 1-6”

(SA) (ENC)

- W. **Appoint Supplemental Activity Advisors and Coaches for the 2016-2017 School Year.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the following personnel be appointed as Supplemental Activity Advisors and Coaches for the 2016-2017 school year, provided that these appointments will not be effective and service to the District pursuant thereto shall not begin until there has been compliance with statutory and regulatory provisions for fingerprinting/certification and clearance for employment:

1. Kara Korhummel, JSMS Musical Make-up Advisor
2. Samantha Kuhn, Volunteer Boys’ Basketball Coach
3. Nicole Lauer, Brandi Woodard, Michael Baronich, Danielle Gabel - Sports Security
4. Jennifer Carriero, Alternate CPSE Chairperson
5. Cindy Zelasko, Ian Liedke - Volunteer Accompanist for JSMS Musical
6. Rick Webber, the Modified Wrestling Coach.”

(SA) (ENC)

X. **Leaves of Absence. RECOMMENDED MOTIONS:**

1. **Approve Leave of Absence. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, a leave of absence, per ETA CBA Article 6, be granted to Elementary Teacher, **Ashley Mason** effective approximately April 7<sup>th</sup> through June 9<sup>th</sup>, 2017.” (SA) (ENC)
2. **Approve Leave of Absence. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, a leave of absence, per ETA CBA Article 6, be granted to Jr./Sr. High Teacher, **Susan Wilhelm** effective January 3<sup>rd</sup> through approximately February 17<sup>th</sup>, 2017.” (SA) (ENC)
3. **Approve Leave of Absence. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, a leave of absence, per CSEA CBA Article 6, be granted to Bus Driver, **Ruth Pirog** effective September 20<sup>th</sup> through an undetermined date.” (SA) (ENC)
4. **Approve Leave of Absence. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, a leave of absence, per ETA CBA Article 6, be granted to Elementary Teacher, **Tiffany Kwas** effective September 6<sup>th</sup> through approximately January 27<sup>th</sup>, 2017.” (SA) (ENC)
5. **Approve Leave of Absence. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, a leave of absence, per CSEA CBA Article 6, be granted to Bus Driver, **Maun Best** effective November 10<sup>th</sup> through approximately January 17<sup>th</sup>, 2017.” (SA) (ENC)
6. **Approve Leave of Absence. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, a leave of absence, per CSEA CBA Article 6, be granted to Bus Driver, **Bonnie Gabel** effective December 20<sup>th</sup> through approximately February 27<sup>th</sup>, 2017.” (SA) (ENC)
7. **Approve Leave of Absence. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, an unpaid leave of absence, per ETA CBA Article 6, be granted to GLP Teacher, **Carol King**, effective August 1, 2017 through July 30, 2018.” (SA) (ENC)

*Note: Once an employee on medical leave uses all his/her sick time, the balance of their leave will be unpaid.*

Approximate position and time that the Board has designated to receive statements from individuals and groups. The Board will review all statements, then respond appropriately at a future meeting. All persons in attendance are required to sign the attendance sheet and designate their representation status; for example, a parent, teacher, bus driver, Chamber of Commerce, etc.

**There is a two-minute time limit.**

V. **New Business**

A. **Resignations. RECOMMENDED MOTIONS:**

1. **Accept Resignation. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the resignation of Teacher Aide, **Margaret Sullivan**, be accepted effective November 9, 2016.” (SA) (ENC)

2. **Accept Resignation. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the resignation for the purpose of retirement of Bus Attendant, **Judith Gustas-Stoj** be accepted effective January 7, 2017. Mrs. Gustas-Stoj’s last day of employment will be January 6, 2017. The Board and Administration wish to thank Mrs. Gustas-Stoj for her seven years of service to the District.” (SA) (ENC)
3. **Accept Resignation. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the resignation for the purpose of retirement of Speech Pathologist, **Colleen Griffin** be accepted effective July 1, 2017. The Board and Administration wish to thank Mrs. Griffin for her 36 years of service to the District.” (SA) (ENC)
4. **Accept Resignation. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the resignation for the purpose of retirement of GLP Teacher, **Margaret Wyman** be accepted effective July 1, 2017. The Board and Administration wish to thank Mrs. Wyman for her 25 years of service to the District.” (SA) (ENC)
5. **Accept Resignation. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the resignation for the purpose of retirement of Elementary Teacher, **Barbara Cook** be accepted effective July 1, 2017. The Board and Administration wish to thank Mrs. Cook for her 21 years of service to the District.” (SA) (ENC)

**B. Appointments. All appointments will not be effective and service to the District pursuant thereto shall not begin until there has been compliance with statutory and regulatory provisions for fingerprinting/certification and clearance for employment. RECOMMENDED MOTIONS:**

1. **Appoint Teacher Aide. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Kelly Beller** be appointed on probation as a Teacher Aide, replacing Margaret Sullivan, effective December 5, 2016 and ending June 4, 2017. Salary is based upon **CSEA Contract, Level IV, Step 1.**” (SA) (ENC)
2. **Appoint Bus Attendant. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Judy Palleschi** be appointed on probation as a Bus Attendant effective January 9, 2017 and ending September 8, 2017. Salary is based upon **CSEA Contract, Level I, Step 1.**” (SA) (ENC)
3. **Appoint Long-term Substitute Counselor. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Julie Leavitt** be appointed as a Long-term Substitute K-6 Counselor, replacing Tammy Orcutt, effective approximately January 6, 2017 through January 5, 2018. Salary is based upon **ETA Contract, Master’s +30, Step 1.**” (SA) (ENC)
4. **Permanent Appointment. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Martin Henry** be permanently appointed as a Bus Driver retroactive to September 21, 2016.” (SA) (ENC)
5. **Permanent Appointment. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Corrine Kenefick** be permanently appointed as a Bus Driver effective January 18, 2017.” (SA) (ENC)
6. **Permanent Appointment. RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Paul Winter** be permanently appointed as a Bus Driver effective January 18, 2017.” (SA) (ENC)

7. **Appoint School Psychologist Practicum Student.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Katherine Armbrust** be appointed as an unpaid School Psychologist Practicum Student effective January 19, 2017 through May 19, 2017.” (SA) (ENC)
8. **Appoint Extended Leave Substitute Teacher.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Erik Rosiek** be appointed as an Extended Leave Substitute Teacher replacing Susan Wilhelm effective January 3, 2017 through approximately February 17, 2017.” (SA) (ENC)
- C. **Approve Extended Leave Substitute Pay.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the extended leave certified teacher substitute pay rate of \$95 per day be approved for the following substitutes in for Elementary Teacher, Tiffany Kwas:
1. **Tammy Congilosi**, September 8, 2016 – October 21, 2016
  2. **Kelly Beller**, October 24, 2016 – November 30, 2016.” (SA) (ENC)
- D. **Accept Donation of Showcases.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the donation of two showcases from Mrs. Peggy Eisensmith, valued at approximately \$200 be accepted for use in the Jr./Sr. High School and Eden Elementary School Office Foyers.” (SA) (ENC)
- E. **Approve Excessing of Copier.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the High School Main Office Konica Minolta photocopier, asset tag #A00068316, Model BIZHUB 7222 be excessed and disposed of as the District deems necessary.” (SA) (ENC)
- F. **Approve Best Value Standard.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Board of Education approve the New “Best Value Standard” of procurement of contracts as provided by New York General Municipal Law §2-4[2].” (SA) (ENC)
- G. **Accept Donation. Recommended Motion.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the following donation valued at \$514.58 be accepted from DonorsChoose.org for use in Sarah Fiorella’s classroom:
- Hokki Stools – 4 Red 15” - \$96.01 each  
Bouncy Bands for chairs – 8 at \$11.86 each  
Movin’ Sit Jr. – 1 at \$35.66.” (SA) (ENC)
- H. **Approve Creation of Part-time Microcomputer Repair Technician Position:** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the creation of a Part-time Microcomputer Repair Technician (maximum of 19 hours per week) position be approved.” (SA) (ENC)
- I. **Approve Smart School Investment Bond Fund Plan.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Smart School Investment Bond Fund Plan be approved as presented.” (SA)
- J. **Approve Increase in Substitute Teacher Rate.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, effective December 31, 2016, the daily rate for an uncertified substitute teacher be set at \$70 per day.” (TM)

K. **Award 2016 Capital Outlay Project Bid.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the bid for the 2016 Capital Outlay Project at the Eden JSHS be awarded to Morris Masonry Restoration, LLC in the amount of \$57,000. The base bid is \$39,500 and the alternate is \$17,500.” (TM) (ENC)

L. **Approve Appropriations Increase.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the 2016-2017 appropriations be increased by \$12,645.52 to \$29,423,402.05 to account for increased revenues.” (SA) (ENC)

*Note: The District received \$111.00 JSHS - Bus Dept Field Trip 43 North (Shea's), \$66.11 JSHS - Model UN Canisius Competition (Bogue), \$100.00 JSHS - Albright Knox Photography Field Trip, \$99.00 JSHS - Albright Knox 7/8 Grade Field Trip, \$140.00 JSHS - Buffalo Fine Arts Academy 10/18, \$290.80 JSHS - Nustep Niagara University Field Trip, \$364.65 JSHS - FBLA Field Trip Microsoft/Williamsville East, \$1,840.00 JSHS - NHS Inauguration Field Trip, \$250.40 Eden Community Foundation - Art In Community Grant, \$3,142.08 Eden Elem Drama - Musical Donation, \$200.00 GLP - Bluegrass Music Mini Grant, \$41.48 GLP - Tops In Education, and \$6,000.00 GAA - Autism 5k.*

M. **Approve Appropriations Increase.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the 2016-2017 appropriations be increased by \$13,170.85 to \$29,436,572.90 to account for increased revenues.” (SA) (ENC)

*Note: The District received \$919.50 for Eden Elementary from Boxtops for Education; \$1,515.00 for GLP from Boxtops for Education; \$20.00 for GLP from Great American Opportunities; \$140 for JSHS from Buffalo Fine Arts Academy; \$105.40 for Special Ed Field Trips from the Eden PTA; \$8,867.25 Officials – Volleyball Tournament from Eden Sports Boosters; and \$1,603.70 Reimbursement for bus #212 repairs from State Farm Insurance.*

## **VI. Information and Proposals.**

### **A. Business Report**

1. Budget Advisory Team (BAT- 5:45 pm meeting)
2. Budget Process

### **B. Superintendent’s Report**

1. Wall of Distinction

### **C. Board Report**

1. Petition – Jennifer Horschel
2. Round Table

## **VII. Future Dates**

- A. Budget Advisory Team Meeting – Wednesday, February 15, 2017 – 5:45 p.m. in the JSHS Cafeteria
- B. Regular Board of Education Meeting, Wednesday, February 15, 2017 – 7:00 p.m. in the JSHS Cafeteria

**VIII. Executive Session.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Board of Education enter Executive Session to discuss the history of a particular person(s).”

## **IX. Adjourn**

SA:TM:bjt