

**BOARD OF EDUCATION
EDEN CENTRAL SCHOOL**

AUDIT COMMITTEE MEETING – 6:00 P.M.
BAT MEETING – **6:30** P.M.
REGULAR MEETING - **7:30** P.M.

WEDNESDAY, JANUARY 20, 2016
JR./SR. HIGH SCHOOL – **CAFETERIA**

ADMINISTRATIVE MEMORANDUM

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

Please turn off all cell phones

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

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

- A. **Approval of the Minutes of the December 16, 2015 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 December 31, 2015 be approved.” (TM) (ENC)
- C. **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, 2015 be approved.” (TM) (ENC)
- D. **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, 2015 in the amount of **\$374,583.95** be approved. This Warrant is broken down as follows: **General Fund portion \$283,274.56, Cafeteria Fund portion \$49,939.17, Federal Fund portion \$5,981.74, and Trust & Agency Fund portion \$35,388.48.**” (TM) (ENC)
- E. **Approval of the ACH/Wire Transfer Warrant Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the ACH/Wire Transfer Warrant for the period ending December 31, 2015 in the amount of **\$951,607.25** be approved. This Warrant is broken down as follows: **General Fund Debt Service portion \$409,076.25 and General Fund NYSLRS portion \$542,531.00.**” (TM) (ENC)
- F. **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, 2015 be approved.” (TM) (ENC)
- G. **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, 2015 be approved.” (TM) (ENC)

- H. **Approval of Budget Transfers.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the December 2015 Budget Transfers be approved as presented.” (TM) (ENC)
- I. **Approval of Budget Transfers Over \$10,000.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the December 2015 Budget Transfers over \$10,000 be approved as presented.” (TM) (ENC)
- J. **Accept Claims Auditor Report.** **RECOMMENDED MOTION:** “that the December 2015 Claims Auditor Report be accepted.” (DRW) (ENC)
- K. **Approval of CSE/CPSE Recommendations.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the CSE/CPSE recommendations be approved.” (SA) (ENC)
- L. **Appoint Substitutes.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the following personnel be appointed as substitutes, provided that this appointment 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. Charles Felser | Bus Driver | January 7, 2016 | CDL B w/PS.” | (SA) (ENC) |
- M. **Appoint Supplemental Activity Advisors and Coaches for the 2015-2016 School Year.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the following personnel be appointed as Supplemental Activity Advisors and Coaches for the 2015-2016 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. Matt Haier, Sports Security.” (SA) (ENC)
- N. **Approve Policy.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, policy #7420, Sports and the Athletic Program be approved.” (SA) (ENC)

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.

IV. **New Business**

A. **Resignations.** **RECOMMENDED MOTIONS:**

1. **Accept Resignation.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the resignation of Elementary Teacher, **Nicole Lauer**, be accepted effective January 10, 2016. The Board of Education and Administration wish to thank Mrs. Lauer for her 10½ years of service to the District.” (SA) (ENC)

2. **Accept Resignation.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the resignation for the purpose of retirement of Music Teacher, **Mark Vona**, be accepted effective July 1, 2016. The Board of Education and Administration wish to thank Mr. Vona for his 24 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 Elementary Teacher, **Ellen Kindley**, be accepted effective July 1, 2016. The Board of Education and Administration wish to thank Mrs. Kindley for her 41 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 Elementary AIS/Reading Teacher, **Mary Ann Mandiak**, be accepted effective July 1, 2016. The Board of Education and Administration wish to thank Mrs. Mandiak for her 15 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 Elementary Teacher.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Lindsey Kuhrt**, who is professionally certified in Childhood Education 1-6, Literacy B-6, Literacy 5-12, and English Language Arts 7-12 is hereby appointed to a probationary position in the Elementary tenure area for a probationary period commencing on January 21, 2016 (or as soon as possible) and ending on January 20, 2020 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of Education Law, in order to be granted tenure, the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, the teacher shall not be eligible for tenure at that time. Salary is based upon **ETA Contract, Master’s, Step 3.**” (SA) (ENC)

2. **Appoint Elementary Teacher.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Ashley Wakelee**, who is professionally certified in Literacy B-6, Childhood Education B-2 and 1-6, English Language Arts 7-12, and as a School District Leader, and initially certified as a School Building Leader is hereby appointed to a probationary position in the Elementary tenure area for a probationary period commencing on August 1, 2016 and ending on July 31, 2019 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of Education Law, in order to be granted tenure, the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, the teacher shall not be eligible for tenure at that time. Salary is based upon **ETA Contract, Master’s +30, Step 3.**” (SA) (ENC)

- C. **Approve Standard Work Day and Reporting Resolution for Appointed Officials.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Standard Work Day and Reporting Resolution for the Treasurer be approved as presented.” (SA) (ENC)
- D. **Appointment of Hodgson Russ LLP as Bond Counsel to Eden Central School District.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Board of Education appoint the firm of Hodgson Russ LLP (of Buffalo, New York—Jeffrey W. Stone, Esq. and John A. Alessi, Esq., responsible attorneys) as bond counsel to the Eden Central School District, including, without limitation, for purposes of assisting the Eden Central School District with the planning, authorization, initial rollout and initial and continued financing of the District’s approved (December 15, 2015) two-part capital improvement project, under the terms of that certain letter from Jeffrey W. Stone to Thomas Murphy, Director of Finance of the Eden Central School District, as approved by the Superintendent and as presented to the Board of Education.” (SA) (ENC)
- E. **Approve Bond Resolution for Financing of Work Under Proposition #1 (Capital Project Approved December 15, 2015).** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Board of Education approve a bond resolution, dated January 20, 2016, of the Board of Education of the Eden Central School District, Erie County, New York (the “District”) authorizing the District (a) to undertake the first component of an approved two-part capital improvement project consisting of renovation, reconstruction, replacement and upgrade work at various District buildings and facilities (and the sites thereof) at an estimated maximum cost of \$12,250,000, (b) to expend or apply toward such project up to \$6,000,000 of funds on hand or expected to be on hand in the District’s Capital Reserve Fund-2014, and (c) to issue serial bonds of the District in an aggregate principal amount not to exceed \$12,250,000 (less the amount expended from the Capital Reserve) to finance the estimated maximum cost of such project, and delegating the power to issue bond anticipation notes in anticipation of the sale of such bonds to the President of the Board of Education of the District.” (SA) (ENC)
- F. **Approve Bond Resolution for Financing of Work Under Proposition #2 (Capital Project Approved December 15, 2015).** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Board of Education approve a bond resolution, dated January 20, 2016, of the Board of Education of the Eden Central School District, Erie County, New York (the “District”) authorizing the District (a) to undertake the second component of an approved two-part capital improvement project, consisting of the renovation and upgrading of the District’s Music, Art and Athletic facilities, along with auditorium and cafetorium improvements, all at an estimated maximum cost of \$9,900,000, (b) to expend or apply toward such project component up to \$2,000,000 of funds on hand or expected to be on hand in the District’s Capital Reserve Fund-2014, and (c) to issue serial bonds of the District in an aggregate principal amount not to exceed \$9,900,000 (less the amount expended from the Capital Reserve toward such project component) to finance the estimated maximum cost of such project component, and delegating the power to issue bond anticipation notes in anticipation of the sale of such bonds to the President of the Board of Education of the District.” (SA) (ENC)

- G. **Authorize Superintendent to sign Contract with Young & Wright Architecture.** **RECOMMENDED MOTION:** “The Board of Education authorizes the Superintendent, Mrs. Sandra Anzalone, to sign the District/Young & Wright Architecture lump sum contract for architectural services in the amount of \$1,332,563; the contract shall have legal review prior to this action.” (SA) (ENC)
- H. **Authorize Superintendent to Sign Contracts for Capital Project.** **RECOMMENDED MOTION:** “Whereas, the Eden Central School District has been authorized by a community referendum dated December 15, 2015, and Whereas the Board of Education further requests the District Administration to develop the design, submit to NYSED, plan the delivery and start the Bid/Contracting process of the capital construction project known as Eden CSD 2020, the Board of Education, after review of bid results and recommendation for award from Campus C.M.G., authorizes the Superintendent, Mrs. Sandra Anzalone, to sign contracts on behalf of the District.” (TM)
- I. **Authorize Superintendent to sign Change Orders to Contracts for Capital Project.** **RECOMMENDED MOTION:** “The Board of Education authorizes the Superintendent, Mrs. Sandra Anzalone, to sign change orders to the contracts on behalf of the District, in an amount not to exceed \$35,000, consistent with NYS General Municipal law.” (TM)
- J. **Authorize Superintendent to Poll Board Regarding Change Orders Over \$35,000.** **RECOMMENDED MOTION:** “The Board of Education authorizes the Superintendent, Mrs. Sandra Anzalone, to poll the Board in the case where a change order may exceed \$35,000. The said change order will be addressed at the next regularly scheduled BOE meeting.” (TM)
- K. **Approve Athletic Trainer Contract.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Athletic Trainer Contract with UBMD Orthopaedics & Sports Medicine be approved for the 2015-2016 school year.” (SA) (ENC)
- L. **Approve Unanimous Joint Agreement for BOCES Capital Project.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Eden Central School District (the “School District”) is hereby authorized to enter into a Unanimous Joint Agreement, in substantially the form attached hereto as Exhibit A and made a part hereof, by and among the Board of Cooperative Educational Services, Second Supervisory District, Erie, Chautauqua and Cattaraugus Counties (the “BOCES”) and the twenty-seven component school districts of BOCES (the “Component School Districts”) for the construction of improvements to various BOCES school facilities (the “Project”). Said Agreement, in addition to providing for all other matters deemed necessary and proper, (i) sets forth the cost of such construction of improvements to such facilities and costs incidental thereto and (ii) provides for an allocation and apportionment of said costs among the Component School Districts on such equitable basis as the parties thereto shall determine and agree, and further sets forth the proportion of the total cost to be provided by each such Component School District in accordance with such allocation and apportionment.” (SA) (ENC)
- M. **Approve Extension of Superintendent’s Contract.** **RECOMMENDED MOTION:** “that the Board of Education approve the extension of the Superintendent’s Contract through January 20, 2021.” (TM)

- N. **Approve Excessing of Library Books.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, library books from Eden Elementary School be excessed due to being dated or damaged beyond repair as noted on the spreadsheet.” (SA) (ENC)
- O. **Approve Bus Driver Hour Changes.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, bus driver hours for 2015-2016 be approved as presented.” (SA) (ENC)
- P. **Approve Hour Changes.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, hours for Bus Driver, **Julianne Blencowe** be increased from 4 to 4.5 hours per day effective January 4, 2016.” (SA) (ENC)
- Q. **Approve Appropriations Increase.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the 2015-2016 appropriations be increased by **\$1,960.34** to **27,064,116.52** to account for increased revenues.” (SA) (ENC)

Note: The District received \$975.80 from Boxtops for Education for Eden Elementary; \$648.60 from Box Tops for GLP; \$140.00 from Buffalo Fine Arts Academy for JSHS Field Trip; \$195.94 from Eden PTA for Special Education Field Trips Donation.

V. **Information and Proposals.**

A. **Business Report**

1. Audit Report
2. BAT Report

B. **Superintendent’s Report**

1. NYSSBA – Board of Education Advocacy Liaison
2. Capital Project Update
3. Boys & Girls Club Program Liaison – Kelly Grimaldi
4. January Regents Week – Jr./Sr. High School Attendance

C. **Board Report**

VI. **Future Dates**

- A. Budget Advisory Team Meeting-Wednesday, February 10, 2016-5:45 p.m. JSHS Cafeteria
- B. Regular Board of Education Meeting-Wednesday, February 10, 2016-7 p.m.-JSHS Cafeteria

VII. **Anticipated Executive Session.** **RECOMMENDED MOTION:** “that the Board of Education anticipates entering Executive Session to discuss the employment history of a particular person(s) and ETA contract negotiations.”

VIII. **Adjourn**

SA:TM:bjt