

BOARD OF EDUCATION MEETING
JR./SR. HIGH SCHOOL CAFETERIA
SEPTEMBER 20, 2017

MEMBERS PRESENT: Mr. Paul Shephard, Mrs. Cheryl Carpenter, Mr. Jack Cuddihy, Mrs. Marlene Grunder, Mrs. Jennifer Horschel, Mrs. Ellen Kindley, Mr. Donald Sutfin

ABSENT:

OFFICIALS PRESENT: Mrs. Sandy Anzalone, Superintendent; Mrs. Laura Feldman, Director of Finance; Mrs. Barbara Thomasulo, District Clerk

ALSO PRESENT: Mrs. Loran Carter, GLP Principal; Mrs. Shawn Johnson, Director of Pupil Personnel Services; Mrs. Lucinda Karstedt, Director of Information Technology; Mrs. Kelly LaRosa, Eden Elementary Principal; Mr. David Martin, Superintendent of Buildings and Grounds

At 7:03 p.m., Mr. Shephard called the meeting to order and asked those present to join in the Pledge of Allegiance.

**Called to
order**

- ♦ Mrs. Anzalone welcomed the new student representative to the Board of Education, Hailey Brenner. She will share the position with Emma Schiedel.
- ♦ Safety Hearing – Mr. Martin stated the District Safety Plan will be available for comment in the office of the Superintendent for 30 days. After that, the Board will be asked to accept it at the October Board meeting. There will be a copy on the web-site, with certain personal information redacted.
- ♦ Garden Build – Mrs. Carter reported that the community garden at GLP was constructed with help from community volunteers and donations from the Eden Community Foundation and the O'Brien's. We were very fortunate to learn of the opportunity for a Lowes Heroes Grant, which helped to construct a community garden at Eden Elementary School. Many thanks to Suzanne Sully and Steven Tarnish for their amazing assistance. Mrs. LaRosa added that 31 students from Eden Elementary are participating in Garden Club. Mrs. Carter acknowledged an Ag in the Classroom grant, which covered additional items for the garden. Mrs. Anzalone announced that the district just received another grant from Senator Gallivan, which will cover sheds, tables, benches and birdhouses.
- ♦ Year-End Audit – Ms. Nicole Ruff from Drescher & Malecki distributed copies of the draft of the financial statement. The draft anticipates that an unmodified opinion will be issued, which is the highest opinion. A financial statement for the extra classroom activities will be issued with an unmodified opinion. There will also be a management letter and an auditor communication letter. These were discussed previously with the Audit Committee. The GASB 75 post-employment benefits liability on the financial statement went from an amortized amount to full liability, per the actuarial study, which increased the liability due to the change in the accounting pronouncement. The total general fund balance is \$10,425,414 for the year ending 2016-2017. Of that amount, \$8.1 million

**From Admin
& Staff**

is restricted. The unrestricted fund balance assigned amount is \$1,154,401, and the unassigned amount is \$1,108,560. The use of \$518,000 of unassigned was used to balance the budget. 3.8% of unassigned fund balance included the transfer of fund balance to reserves. There was a significant finding in the school lunch fund in that the district reported a total deficit in the school lunch fund of \$63,209. It is recommended that the district carefully monitor the school lunch fund's position to prevent further deterioration. The Board should approve acceptance of the audit at the October meeting.

- ♦ Fund Balance and Reserves – Mrs. Feldman stated that because of the fiscal constraint this past year, with a positive vote by the board later in the meeting, there will be \$100,000 put into the unemployment insurance reserve, \$576,238 put into the retirement contribution reserve, \$400,000 put into the capital reserve, \$600,000 put into the capital reserve for vehicles/buses and \$60,000 put into the repair reserve.
- ♦ Capital Project Update/General – Madelyn Murphy and Nick Humphrey from Campus Construction Management and Mike McCarthy from Young & Wright Architecture updated the Board on the capital project. **Phase 1** is complete. See our web-site for a schedule of work in progress and upcoming work: <http://www.edencsd.org/Page/4351>
- ♦ Enrollment Update – Mrs. Karstedt reported enrollment in K-2 is down 8 from last year, in grades 3-6, it is down 10 from last year, and in grades 7-12, it is down 14 from last year.

Consensus items

Mrs. Horschel asked if anyone wished to remove any items from the consensus items. No items were removed.

Approved consensus items

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that the following consensus items be approved as listed in the Administrative Memorandum A-Q:

Minutes of the August 23, 2017 Regular Board of Education Meeting.

Treasurer's Report for the period ending July 31, 2017.

Multi Fund Warrant for the period ending July 31, 2017 in the amount of **\$2,903.43**. This Warrant is broken down as follows: **General Fund portion \$2,881.03** and **Cafeteria Fund portion \$22.40**.

ACH Fund Warrant for the period ending July 31, 2017 in the amount of **\$31,453.75**. This Warrant is broken down as follows: **General Fund HRA/Health portion \$31,453.75**.

Capital Project 2020 Warrant for the period ending July 31, 2017 in the amount of **\$1,542,442.03**.

Accounts Payable Warrant for the period ending July 31, 2017.

Appropriation Status Report for the period ending June 30, 2017.

Appropriation Status Report for the period ending July 31, 2017.

June 2017 Budget Transfers.

July 2017 Budget Transfers.

Budget Transfers over \$10,000.

CSE/CPSE Recommendations.

The following personnel are 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:

Substitutes –

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Certification</u>
Martin Henry	Bus Driver	September 7, 2017	CDL
Cynthia Kasper	Bus Driver	September 7, 2017	CDL

Supplemental Activity Advisors and Coaches for the 2017-2018 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: See list.

**Supplemental
Activity
advisors and
coaches
2017-2018**

Policy #5740, School Bus Safety Program.

**Approved
policies**

Consensus items IV. A-Q carried unanimously.

At 7:50 p.m., Mrs. Horschel asked for comments from the public.

Comments

- ◆ Mrs. Profic stated that she has found many errors in the course expectation document and also suggested that there be just one due date for all course expectation sheets to be returned.
- ◆ Andrew Rakiecki thanked the Board of Education for funding the Model UN Club. He highlighted some of the things Model UN would be doing this year, including a conference at Canisius and a box night fundraiser, where the students will sleep out overnight in boxes to experience what it might be like for a homeless person.
- ◆ Karen Hall, Music & Arts Boosters updated the Board on what they are doing for advocacy. They have been writing letters and sending petitions to the Governor, Assemblyman DiPietro and Senator Gallivan. It is an ongoing effort that must be continued. New letters will be out at all the open houses. They would like to have the information put on the web-site.
- ◆ Cathy Jeffers thanked the Board for their continuing support of Music and the Arts, as research shows that students who participate in the Arts tend to have higher test scores, reading fluency, eye-hand coordination, social and emotional well-being.

Accepted resignation – K. Korhummel, T. Aide Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the resignation of Teacher Aide, **Kara Korhummel** be accepted effective September 4, 2017. The Board of Education and Administration wish to thank Ms. Korhummel for her six years of service to the District. Carried unanimously.

Accepted resignation – K. Suchan, T. Aide Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the resignation of Teacher Aide, **Kathryn Suchan** be accepted effective August 18, 2017. The Board of Education and Administration wish to thank Ms. Suchan for her two years of service to the District. Carried unanimously.

Accepted resignation – T. Orcutt, Counselor Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the resignation of School Counselor, **Tammy Orcutt** be accepted effective July 21, 2017. The Board of Education and Administration wish to thank Mrs. Orcutt for her 15½ years of service to the District. Discussion ensued. Carried unanimously.

Accepted resignation – J. Geiser, T. Aide Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the resignation for the purpose of retirement of Teacher Aide, **Janet Geiser** be accepted effective August 14, 2017. The Board of Education and Administration wish to thank Mrs. Geiser for her 21 years of service to the District. Carried unanimously.

Accepted resignation – M. Henry, Bus Driver Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the resignation of Bus Driver, **Martin Henry** be accepted effective August 14, 2017. The Board of Education and Administration wish to thank Mr. Henry for his service to the District. Discussion ensued. Carried unanimously.

Appointed R. Braun, art teacher Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, **Rachel Braun**, who is permanently certified in Art be appointed as a Part-Time Art Teacher (.7 FTE) effective September 1, 2017 through June 30, 2018. Salary is based upon **ETA Contract, Master's, Step 6**. Discussion ensued. Carried unanimously.

Appointed J. Palleschi, Bus Driver Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, **Judith Palleschi**, be appointed on probation as a Bus Driver effective September 5, 2017 and ending March 4, 2018. Salary is based upon **CSEA Contract, Level IX, Step 1**. Carried unanimously.

Appointed N. Schmitt, Bus Driver Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, **Noelle Schmitt**, be appointed on probation as a Bus Driver effective September 5, 2017 and ending March 4, 2018. Salary is based upon **CSEA Contract, Level IX, Step 1**. Carried unanimously.

Motion withdrawn Withdrew motion to appoint **Frances McCabe** as a Bus Attendant.

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, **Lori Kohl** shall remain on the Preferred Eligible list in the tenure area of Foreign Language for a period of seven years, computed from September 29, 2017, the effective date of the reduction. Carried unanimously.

PEL – L. Kohl, spanish teacher

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, a Part-time Clerk Typist position be created to comply with Civil Service regulations. Carried unanimously.

Approved creation of position

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, a Deputy Treasurer position be created. Discussion ensued. Carried unanimously.

Approved creation of position

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the resignation of **Philip Archabald** be rescinded effective August 30, 2017. Mr. Archabald will return at a .67 FTE Science Teacher effective October 6, 2017. Discussion ensued. Carried unanimously.

Accepted rescinded resignation – P. Archabald

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, School Counselor, **Shannon Hennigan** be changed to Master's +12, Step 4 effective September 25, 2017. Carried unanimously.

Approved change in step – S. Hennigan

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the following buses be excessed and disposed of as the District deems appropriate:

Approved excessing of buses

Bus #209 2004 International full-size bus VIN 4DRBJABN74A967236

Bus #215 2003 International full-size bus VIN 1HVBBAAN83H559783

Bus #216 2004 International full-size bus VIN 1HVBBAAN74H611535

Bus #217 2004 International full-size bus VIN 1HVBBAAN54H611534

Discussion ensued. Carried unanimously.

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the pay rate for the Licensed Practical Nurse be revised to Level XII, Step 1. Carried unanimously.

Approved change in pay level

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the Board of Education authorize the transfer of 2016-17 Unassigned Fund Balance into the following reserves as of June 30, 2017:

Authorized transfer of unassigned fund balance

1. Unemployment Insurance Reserve \$100,000

2. Retirement Contribution Reserve \$576,238

3. Capital Reserve \$400,000

4. Capital Reserve Vehicles/Bus \$600,000

5. Repair Reserve \$60,000

Discussion ensued. Carried unanimously.

**Business
report**

Mrs. Feldman reported the following:

- ◆ Real Property Tax Law – Opting Out of PILOTS – At a school law conference, it was recommended that the Board of Education adopt a resolution not to automatically grant PILOT payments. The Board should know what is going on. It would improve communication. Businesses come in and go to the IDA to ask for tax breaks, usually promising jobs. The district should be involved, so we can be heard in order to make sure we are not adding taxes unfairly to district residents.
- ◆ Transportation Update – As we move through the next few weeks, bus times should settle down. Thanks to the Physical Education Department for incorporating how to safely exit a bus in an accident – how to react and how to disembark.
- ◆ Buildings & Grounds – Thanks to all 12-month Buildings and Grounds staff for the continual cleaning that was necessary due to construction. Other issues included a loss of power for a day, loss of water for a day, and restriping of the parking lot. The new water line at the Elementary School is helping with water pressure issues.

Supt. report

Mrs. Anzalone reported on the following:

- ◆ She welcomed Mrs. Kelly LaRosa as the new Principal at Eden Elementary.
- ◆ Open House at the schools went very smoothly.
- ◆ District Goals for 2017-2018 are available on our web-site.
- ◆ She is thrilled with Laura Feldman, the new Director of Finance and the experience she has brought with her.
- ◆ Emma Schiedel, senior student, is planning on majoring in Integrated Marketing and Communication. As such, she would like an opportunity to work with administrators on district social media. She will be helping out with the district Twitter feed and other areas.
- ◆ Hailey Brenner, student representative to the Board, reported that she attended Girls' State over the summer. October 23rd-27th is cancer awareness week. Bracelets are being sold to raise money for Mrs. Roberts family, whose son is battling cancer. Homecoming will feature a Raider Fest with games. It will be more teenage oriented than in the past. There will be two trailer escape rooms and a Cold Stone Creamery truck on premises from 12 pm-4 pm on October 14th.

**Board
Report**

- ◆ Bruce Frazier, the new Executive Director at ECASB, will be in district on October 25th at 5 pm for dinner with the Board. He is a dynamic speaker with a wealth of information especially on advocacy, financial and academics.
- ◆ Round Table
 - Mrs. Horschel stated that Assemblyman David DiPietro is more than willing to come out to the district again. He is pushing for relief from unfunded mandates. She played in the John Levulis Memorial Soccer Tournament over the weekend. The family of Captain Levulis was very grateful for the support.

- Mr. Shephard mentioned the positive input he has received regarding garden club.
- Mr. Cuddihy said the Pre-K students had an opportunity to ride on a school bus with their parents. He thanked Mrs. Banko for her help in this endeavor. They went over bus safety while on the bus in the parking lot. It was a new and very worthwhile experience for the students.
- Mrs. Kindley thanked all the teachers who prepared their rooms in just two days. Good job all.

- ◆ Regular Board of Education Meeting, Wednesday, October 18, 2017 – **Future dates**
7:00 p.m. in the JSHS Cafeteria.

At 8:35 p.m., Mrs. Horschel made a motion, seconded by Mr. Cuddihy, that the Board of Education enter Executive Session to discuss the history of a particular person. Carried unanimously.

**Executive
session**

Respectfully submitted,

Barbara J. Thomasulo

Barbara J. Thomasulo
District Clerk

BT/

At 10:01 p.m., Mrs. Horschel made a motion, seconded by Mr. Shephard to return to regular session. Carried unanimously.

**Regular
session**

At 10:02 p.m., Mr. Shephard made a motion, seconded by Mr. Sutfin to adjourn. The meeting adjourned at 10:02 p.m. Carried unanimously.

Adjourned

Respectfully submitted,

Paul Shephard

Paul Shephard
President, Board of Education

PS/bt

