BOARD OF EDUCATION MEETING
JR./SR. HIGH SCHOOL CAFETERIA
JANUARY 18, 2017

MEMBERS PRESENT: Mr. Paul Shephard, Mr. Michael Breeden, Mr. Michael Byrnes, Mr. Jack Cuddihy, Mrs. Marlene Grunder, Mrs. Jennifer Horschel, Mr. Donald Sutfin

ABSENT:

OFFICIALS PRESENT: Mrs. Sandy Anzalone, Superintendent; Mr. Thomas Murphy, Director of Finance; Mrs. Barbara Thomasulo, District Clerk

ALSO PRESENT: Mrs. Mary Banko, Head Bus Driver; Mrs. Loran Carter, GLP Principal; Ms. Marisa Fallacaro, Athletic Director; Mr. Marc Graff, Eden Elementary School Principal; Mrs. Lucinda Karstedt, Director of Information Technology; Maureen Bender, Student Representative

Called to order

At 7:04 p.m., Mr. Shephard called the meeting to order and asked those present to join in the Pledge of Allegiance.

From Admin & Staff

- Open Public Forum – Smart School Investment Bond Fund Plan (SSIBFP) – Lucinda Karstedt stated she did not receive any questions or comments from the public following her November presentation on the SSIBFP. She presented the plan to SUNY Fredonia and Buffalo State College. There were a few questions and very positive feedback from each college.
- GLP Students – i-Pad presentation – Mrs. Wess-Rishel and several of her students talked about the i-pads and associated programs in her classroom. Mrs. Wess-Rishel stated that the students learn collaboration, problem solving, team work, goal setting, research, how to take notes and much more. Some of the software items they are using are Brain Pop, Stop Motion, Kids A-Z, Spelling City, Scratch Jr., Readworks, Seesaw, Book Creator, Time for Kids, Storyline, and Class Dojo. Each child mentioned something they like about one or more of the programs they are using.
- Buses – Mrs. Mary Banko reported on the status of the bus fleet. The District uses two types of buses – Freightliner and International. Both buses are very similar in many ways; both are good in the snow, on the hills and in comfort. They both offer automatic brakes that set when passengers load and unload. Both buses have options available for tinted windows, heated mirrors, a tilt telescoping wheel, engine brake and air seat. The big difference is in the front end design. The Freightliner has a larger windshield with a minivan style hood. The International has a beefier front end and a smaller window. The larger windshield on the Freightliner makes it easier to see kids and clean. The Freightliner also has a button for moving the pedal, which is helpful for shorter drivers. The response time on the International's brakes is a bit slower. Mrs. Banko suggested the District solicit for quotes from both companies annually. She recommended that the District purchase Freightliners this year.

- Confirming Purchase Order Report – Mr. Thomas Murphy explained the new report that the Board of Education will get each month. The process should be: 1) Place a requisition; 2) Supervisor approves the requisition; 3) Director of Finance approves the requisition; 3) The order gets placed; 4) The check gets cut. The Confirming Purchase Order Report will show any purchase order numbers which were entered after the product was ordered.

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. Breeden that the following consensus items be approved as listed in the Administrative Memorandum A-X:

Minutes of the November 16, 2016 Regular Board of Education Meeting.

Revenue Budget Status Report for the period ending October 31, 2016.

Revenue Budget Status Report for the period ending November 30, 2016.

Revenue Budget Status Report for the period ending December 31, 2016.

Treasurer's Report for the period ending October 31, 2016.

Treasurer's Report for the period ending November 30, 2016.

Treasurer's Report for the period ending December 31, 2016.

Multi Fund Warrant for the period ending November 30, 2016 in the amount of **$1,140,272.49**. 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**.

Multi Fund Warrant for the period ending December 31, 2016 in the amount of **$369,257.27**. 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**.

ACH Fund Warrant for the period ending December 31, 2016 in the amount of **$897,175.63**. This Warrant is broken down as follows: General Fund Debt Service portion **$417,335.63** and General Fund HRA/Health portion **$479,840.00**.

Capital Project 2020 Warrant for the period ending November 30, 2016 in the amount of **$124,762.02**.

Capital Project 2020 Warrant for the period ending December 31, 2016 in the amount of **$27,309.71.**

Extraclassroom Activities Fund Report for the period ending November 30, 2016.

Extraclassroom Activities Fund Report for the period ending December 31, 2016.

Appropriation Status Report for the period ending November 30, 2016.

Appropriation Status Report for the period ending December 31, 2016.

November 2016 Budget Transfers.

December 2016 Budget Transfers.

November Budget Transfers over $10,000.

CSE/CPSE Recommendations.

November 2016 Confirming Purchase Order Report.

Substitutes –

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:

Name	Area	Effective Date	Certification
Jennifer Singer	PK-12 T Aide	December 15, 2016	N/A
Ryan Marmion	7-12	December 15, 2016	None
Deanne Glendenning	Clerk Typist	December 15, 2016	None
Brandon Dix	PK-12 Teacher	December 15, 2016	None
Jill Meli	Bus Attendant	December 15, 2016	None
Charmaine Barrett	PK-12 T, TA, CT, Mon	December 15, 2016	None
Mary Johnson	PK-12 Teacher	January 19, 2017	None
Alison Kolczynski	PK-12 Teacher	January 19, 2017	Visual Arts
Shannon Locking	PK-12 Teacher	January 19, 2017	None
Judy Gustas-Stoj	Bus Attendant	January 19, 2017	None
Chelsea Holewka	PK-6 T and TA	January 19, 2017	None
Kathy Fallacaro	Nurse	January 19, 2017	RPN
Beth Wierzba	PK-12 T, TA, CT	January 19, 2017	None
Lisa Fox	CT	January 19, 2017	None
Mary Granger	CT	January 19, 2017	None
Patricia Hartman	PK-12 TA	January 19, 2017	None
Kimberly Leith	PK-12 TA	January 19, 2017	None
Kellie Chiavetta	PK-6 T, TA	January 19, 2017	N-6/Reading
Myles Kifner	PK-12 Teacher	January 19, 2017	None
Merideth Watson	PK-12 T, TA	January 19, 2017	None
Samantha D'Amaro	PK-12 Teacher	January 19, 2017	CE 1-6
Andrea DeMont	PK-12 T, TA	January 19, 2017	CE/SWD 1-6

Supplemental activity advisors & coaches 2016-2017	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: **Kara Korhummel**, JSHS Musical Make-up Advisor **Samantha Kuhn**, Volunteer Boys' Basketball Coach **Nicole Lauer**, **Brandi Woodard**, **Michael Baronich**, and **Danielle Gabel**, Sports Security **Jennifer Carriero**, Alternate CPSE Chairperson **Cindy Zelasko** and **Ian Liedke**, Volunteer Accompanists for JSHS Musial **Rick Webber**, Modified Wrestling Coach
Leaves of absence	**Leaves of Absence granted to:** **Ashley Mason** effective approximately April 7th through June 9th, 2017. **Susan Wilhelm** effective January 3rd through approximately February 17th, 2017. **Ruth Pirog** effective September 20th through an undetermined date. **Tiffany Kwas** effective September 6th through approximately January 27th, 2017. **Maun Best** effective November 10th through approximately January 17th, 2017. **Bonnie Gabel** effective December 20th through approximately February 27th, 2017. **Carol King** effective August 1, 2017 through July 30, 2018. Mrs. King thanked Mrs. Anzalone and the Board of Education for granting her leave request.
	Consensus items V. A-X carried unanimously.
Comments	At 8:01 p.m., Mrs. Horschel asked for comments from the public. ♦ Kim Wieczerczynski, Clerk Typist, stated that a clerical staff member had been paid for working through her lunchtime. Ms. Wieczerczynski had inquired of Mr. Murphy and Mrs. Anzalone how she should go about getting paid for lunchtime she did not take while working in the transportation department when her supervisor, Rose Heckathorn, was traveling to Springville during a time of shared services. As she has not received an answer, she asked for information on how to proceed with her request to be paid for a year of working through lunchtime.
Accepted resignation – T. Aide, M. Sullivan	Mrs. Horschel made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the resignation of Teacher Aide, **Margaret Sullivan**, be accepted effective November 9, 2016. Carried unanimously.
Approved retirement – Bus Attendant, J. Gustas Stoj	Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Carried unanimously.

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Carried unanimously.

Approved retirement – Speech Pathologist, C. Griffin

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Carried unanimously.

Approved retirement – GLP Teacher, M. Wyman

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Carried unanimously.

Approved retirement – EE Teacher, B. Cook

Mrs. Horschel made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Kelly Beller** be appointed on probation as a Teacher Aide effective December 5, 2016 and ending June 4, 2017. Salary is based upon **CSEA Contract, Level IV, Step 1**. Carried unanimously.

Appointed T. Aide, K. Beller

Mrs. Horschel made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Judy Palleschi** be appointed on probation as a Bus Attendant effective December 15, 2016 and ending June 14, 2017. Salary is based upon **CSEA Contract, Level I, Step 1**. Carried unanimously.

Appointed Bus Attendant, J. Palleschi

Mrs. Horschel made a motion, seconded by Mr. Breeden 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**. Carried unanimously.

Appointed LTS Counselor, J. Leavitt

Mrs. Horschel made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Martin Henry** be permanently appointed as a Bus Driver retroactive to September 21, 2016. Carried unanimously.

Permanent appointment - bus driver, M. Henry

Mrs. Horschel made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Corrine Kenefick** be permanently appointed as a Bus Driver effective January 18, 2017. Carried unanimously.

Permanent appointment – bus driver, C. Kenefick

Mrs. Horschel made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, **Paul Winter** be permanently appointed as a Bus Driver effective January 18, 2017. Carried unanimously.

Permanent appointment – bus driver, P. Winter

Appointed intern – K. Armbrust

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Carried unanimously.

Appointed ELS, E. Rosiek

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Carried unanimously.

Approved extended leave sub pay, T. Congilosi & K. Beller

Mrs. Horschel made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the extended leave 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.

Carried unanimously.

Accepted donation of showcases

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Carried unanimously.

Approved excessing of copier

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Discussion ensued. Carried unanimously.

Approved New Best Value Standard

Mrs. Horschel made a motion, seconded by Mr. Breeden 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]. Discussion ensued. Carried unanimously.

Accepted donation of chairs, stools

Mrs. Horschel made a motion, seconded by Mr. Breeden 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

Carried unanimously.

Approved creation of part-time MCR tech

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Discussion ensued. Carried unanimously.

Mrs. Horschel made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the Smart School Investment Bond Fund Plan be approved as presented. Carried unanimously.

Approved SSI bond fund plan

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Discussion ensued. Carried unanimously.

Approved increase in sub teacher rate

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Discussion ensued. Carried unanimously.

Approved capital outlay bid – Morris Masonry

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Carried unanimously.

Approved appropriation increases

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

Mrs. Horschel made a motion, seconded by Mr. Breeden 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. Carried unanimously.

Approved appropriation increases

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.

Mr. Murphy reported the following:

Business report

- The first BAT meeting for 2016-2017 was held prior to tonight's Board of Education meeting. The first community forum will be moved from February 22, 2017 to March 1, 2017 at 7 pm in the JSHS Cafeteria. There will also be a BAT meeting at 5:45 pm on March 1, 2017.
- The Governor's office released the Executive Budget Proposal. The two main components of our budget come from the taxpayers, at just over 50% and the State. The Senate and the Assembly will review and make adjustments to the Governor's proposal. The State budget must be adopted by April 1st. It has not always been adopted by April 1st, but the last two years have been on time. Eden is looking at an increase of about $87,000. Districts are required to provide our tax levy to the State by March 1st. It is difficult to do when the final State budget is not available.

Supt. report Mrs. Anzalone reported on the following:

- The deadline for the Eden Wall of Distinction is January 27th. The Wall will be similar to the Athletic Hall of Fame. We are looking for nominees who are not athletes, but have made a big difference to the Town of Eden.
- Young & Wright and Campus Construction will talk about phasing and classroom movement at the February Board of Education meeting. The Business Office will be the first to move.

Board report

- Mrs. Horschel and Mrs. Gaglione reported that the Music & Arts Boosters circulated a petition for signatures regarding Foundation Aid funding from the State. They faxed the petition to the Board of Regents and plan to send it to Senator Gallivan and the Governor's office.
- ECASB Advocacy – Mrs. Anzalone and Mrs. Horschel attended a dessert forum program, *After the Elections*, sponsored by ECASB. They will also be attending the January 26th program, *Crunch the Numbers*, and Mrs. Horschel will attend the *Advocacy* Program on January 28th. This lead into a discussion about budget.
- Building Use Discussion – Mr. Shephard felt that the Board of Education should discuss the direction we are heading with the buses and the tax cap, which must be certified by March 1st. Mr. Cuddihy stated he is not in favor of going above the 2% tax cap. The other Board Members agreed.
- A draft of the Facility Use Policy was reviewed. The four school groups are: Level 1 – In-house school related groups; Level 2 – Non-profit 501(c)3 community based organizations focusing on Eden residents. Must have at least 60% of participants residing in the District; Level 3 – Non-profit 501(c)3 community based organizations focusing on other than Eden residents, and Group 2 if additional staffing is required or other factors – 50% charge; and Level 4 – For-profit groups and all others – 100% charge. No change will be made for the current school year. There is a new software program that will be used for building use. Mr. Cuddihy stated that the Musical and Booster Club will be at Level 1. Businesses should not use the school and make a profit. A question arose about whether groups using the building on Sunday should pay something, because the district would need to pay staff to open, clean and close the building.

Approved adding Bldg Use Policy to February memorandum Mr. Shephard made a motion, seconded by Mr. Breeden that it [the Building Use Policy] be on the agenda for February for a vote and adoption. Carried unanimously.

Future dates

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

At 8:50 p.m., Mrs. Horschel made a motion, seconded by Mr. Breeden that the Board of Education enter Executive Session to discuss the employment history of a particular person(s). Carried unanimously. **Executive session**

Respectfully submitted,

Barbara J. Thomasulo

Barbara J. Thomasulo
District Clerk

BT/

At 9:45 p.m., Mr. Shephard made a motion, seconded by Mr. Breeden to return to regular session. Carried unanimously. **Regular session**

Mr. Shephard made a motion, seconded by Mr. Cuddihy to adjourn. Carried unanimously. The meeting adjourned at 9:46 p.m. **Adjourned**

Respectfully submitted,

Paul Shephard
Board President

PS/