BOARD OF EDUCATION MEETING
JR./SR. HIGH SCHOOL Cafeteria
OCTOBER 19, 2016

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

ABSENT: Mr. Michael Byrnes

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; Mr. Jeff Cervoni, Eden Jr./Sr. High School Principal; Mr. Marc Graff, Eden Elementary School Principal; Mrs. Shawn Johnson, Director of Pupil Personnel Services; Mrs. Lucinda Karstedt, Director of Information Technology; Mrs. Kelly Morgan-LaRosa, Director of Curriculum & Instruction; Maureen Bender, Student Representative

Called to order

At 7:18 p.m., Mr. Shephard called the meeting to order and asked those present to join in the Pledge of Allegiance.

From Admin & Staff

- October 24-28 is Board Appreciation Week.
  - Maureen and Bridget Bender from the Student Council thanked the Board for their work and gave each board member a basket with some breakfast items along with an Eden mug. GLP students gave the Board a handmade thank you with some mints attached for their commit"mint" and involve"mint". Garden Club Advisor, Karen Inman, thanked the Board for their support, and a Garden Club student gave members items grown in their garden or made from vegetables they grew. Eden Elementary School gave the Board Members notes from the students, along with a box of non-edible donuts, ("Do-not" forget you make the "hole" school dozens of times better) and a poster to thank them for all they do for students. GLP also lent i-pads to the Board for the evening with QR codes that allow scanning of the codes to see what GLP students are doing. The i-pads are part of the pilot program at GLP. The hope is to use Smart Bond Funds next year to purchase enough for all GLP students.
- ECASB – Mrs. Jane Burzynski, Executive Director, and Chuck Specht, member of the Executive Board from the Iroquois Central School District gave a presentation about ECASB.
  - ECASB annually hosts the biggest educational law conference in the State. ECASB is 86 years old. They provide education, collaboration, resources, and information, along with professional development for school board members; which includes basic training, and a prospective school board member workshop. They are the lowest cost provider of the required training programs (Governance and Fiscal Oversight Responsibility) for new school board members. ECASB provides a fall leadership program for Presidents, Vice Presidents, and

Superintendents at the end of August. There is an annual Fall dinner program for all members and an annual District Clerk lunch training. Advocacy training is also provided. ECASB prepares reports on topics such as, impact of GEA, mandates, tax levy caps and other issues that affect school districts. "Speed-Boarding" will be November 17, 2016, 6:30-8:30 p.m. at Erie 1 BOCES with six tables, six topics, rotating every 15 minutes. ECASB focuses on legislative advocacy at local, state and national levels.

- Mr. Specht added that the exchange of ideas is unique, and the exchange of information is invaluable. The new commissioner has listened to the strong voices of these groups and some changes have been initiated. The budget/finance committee molds the budget each year. The programs offered by ECASB are second to none.
- Ms. Burzynski stated that weekly updates are provided through *This Week at ECASB*, and she previewed the ECASB web-site. She will look into cross-membership with NYSSBA.

- Capital Improvement Project – Shawn Wright and Mike McCarthy from Young & Wright Architecture and Tom Caruso and Nick Humphrey from Campus Construction gave an update on the capital project.
  - Mr. Wright said the long-term plan includes capital outlay projects, the safe-act project from 1½ years ago, and a smart schools bond act. It continues to grow and change.
  - Mr. McCarthy said the 2015 Capital Outlay Project, which addressed some of the warm, safe and dry needs at GLP was completed by the end of last June. The $100,000 Capital Outlay Project 2016 construction drawings will be going to State Ed soon. The work is expected to be completed by the end of June 2017. This project will address masonry restoration at the high school, interior walls at the pool, as well as some door replacements.
  - Mr. Wright said the Capital Improvement Project has three phases involved. Phase one was bid and submitted to State Ed immediately after the vote last May, so the problems in the bus garage would be completed prior to the start of school in September 2016. That portion is complete. Phase two involves masonry at the High School and Elementary School, gymnasium updates, loading dock upgrades, some door replacements, locker replacements and hazardous material abatement. Phase two was bid in September. Construction is planned to start in December. Phase three submission has been made to State Ed. The expectation is to bid the plan in the Spring of 2017 with construction running through 2017 and 2018 and closing at the end of the Winter of 2018. Currently, the plan is in line to be reviewed.
  - Mr. Humphrey, Senior Project Manager, stated the bids for Phase two were very competitive. Construction will be started in December in the crawl spaces for minimal disruption to students. By Spring and Summer, construction items will start to fall into place. Staging areas will be at the High School and behind the Elementary School. Phase three will be bid, and construction of the projects will start to grow.

- Mr. Caruso reviewed the budget summary. Copies will be sent to the District each month beginning in January. The budget for Phase three is over $15,000,000, but it has not been bid yet. Actual contract numbers will be added. The subtotal remaining will be for construction contingency. This is managed on a daily basis. The contingency amount remaining is $1,126,000. Unallocated true dollars remaining are $1,186,000 for construction contingency for any issues or problems during construction.
- Mr. Humphrey added there will be staging areas at all three schools, which will have office trailers, big storage containers, lay-down areas for pallets of block, piping, etc. A staging area is a fabric covered fence, lit for security, which will be closed and padlocked at the end of each day. There will be a staging area at the Jr./Sr. High School and in the drivers' lot at the bus garage. In addition, there will be office space for Campus at GLP.
- Mr. Caruso stated that all contractors, their employees and subcontractors must wear photo I.D.'s at all times when they are on site. Workers must provide driver's license or legal photo I.D., an OSHA 10 Card, and Department of Criminal Justice Level II, Level III Offender processing. Anyone on that list is automatically rejected.

Motion to withdraw 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 (#V. A.-O.):

Minutes of the September 21, 2016 Regular Board of Education Meeting.

Minutes of the amended February 10, 2016 Regular Board of Education Meeting.

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

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

Multi Fund Warrant for the period ending September 30, 2016 in the amount of **$568,993.21**. This Warrant is broken down as follows: General Fund portion **$511,948.45**, Cafeteria Fund portion **$16,191.56**, Federal Fund portion **$2,318.79**, and Trust & Agency Fund portion **$38,534.41**.

ACH/Wire Transfer Warrant for the period ending September 30, 2016 in the amount of **$1,200.00**. This Warrant is broken down as follows: General Fund HRA/Health portion **$1,200.00**.

Capital Project 2020 Warrant for the period ending September 30, 2016 in the amount of **$121,626.32**.

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

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

September 2016 Budget Transfers.

CSE Recommendations.

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
Karen Bauer	PK-12 Teacher	October 20, 2016	None
Kara Mrugala	Clerk Typ, TA	October 20, 2016	None
William Golba	PK-12 T, TA	October 20, 2016	None
Kristi Heidt	PK-12 Teacher	October 20, 2016	SWD CE B-6
Sharon Moss	Bus Driver	October 20, 2016	CDL-B/P, SB

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.

1. **Teresa Blasz**, Garden Club Advisor
2. **Kevin Armbrust**, Boys' Basketball Assistant & Security
3. **Brandon Dix**, Boys' Modified Basketball Coach & Security
4. **Elaine Funch**, Security
5. **Scott Minton**, Security
6. **Robert Slisz**, Security
7. **Peter Griesinger**, JSHS Musical String Advisor, Music Competition Chaperone, JHS All County Orchestra Advisor, Music Security
8. **Karen Bosiacki**, Piano Accompanist, Music Competition Chaperone, Music Security
9. **Michael Baronich**, Girls' Swimming Assistant full position; resignation from JSHS Musical stage manager position
10. **Cheryl Carpenter**, Volunteer Girls' Swimming Assistant
11. **Susan Schnaufer**, JSHS Musical Stage Manager

LOA – B. Cook Family Medical Leave of Absence be approved for Elementary Teacher, **Barbara Cook** effective approximately January 16, 2017 through February 27, 2017. Mrs. Cook will use her sick time for this absence. If she runs out of sick time, the balance will be unpaid.

LOA – V. Zoll Medical leave of absence be approved for Library and Media Specialist, **Vanessa Zoll** effective approximately October 17, 2016 through November 28, 2016.

Family Medical Leave of Absence be approved for Teacher Aide, **Faith Lesandro** effective approximately October 17, 2016 through November 23, 2016. Mrs. Lesandro will use her sick time for this absence. If she runs out of sick time, the balance will be unpaid.

LOA – F. Lesandro

The following policies were approved:

Approved policies

1. #6110 Code of Ethics for Board Members and All District Personnel
2. #6213 Probation and Tenure
3. #7513 Administration of Medication
4. #7521 Students with Life-Threatening Health Conditions.

Consensus items V. A-O carried unanimously.

At 7:59 p.m., Mrs. Horschel asked for comments from the public.

Comments

- Mrs. Colleen Gaglione, parent and PTA President, spoke on behalf of Susan Schnaufer. She invited everyone to the Eden Elementary Musical, *A Charlie Brown Christmas*, November 17th, 18th and 19th at 7:30 p.m. There will also be a pre-musical art show at 7 p.m. Mrs. Karstedt added that Mrs. Schnaufer was at Shea's to learn the status of her application for the Kenny Awards. Mrs. Gaglione invited everyone to the next PTA meeting on November 9th in the Jr./Sr. High School Library. They will be reviewing their mission and goals. The PTA would like to work with the Music and Arts Booster Club to achieve goals for the District. Mrs. Gaglione thanked the Board for 100% membership in the PTA.
- Mrs. Patricia Krouse, parent and former board member, stated that some parents have said their children were not registered in some mandated class(es) this year. Last year, as a school board member, she investigated a request to look into Art and Music mandates. She discovered that 7th and 8th grade mandates had not been met. In October 2014, an administrator was aware of this, but she believes at least 80 students in the 2015-2016 school year were not given the mandated courses. She was advised to appeal to the Board to have the administrators be held responsible for meeting all NYS mandated courses. She will submit an appeal to the Commissioner of Education since non-compliance for the students and the law is still happening.

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the resignation of Bus Attendant, **Margaret Sullivan** be accepted effective August 13, 2016. Discussion ensued. Carried unanimously.

Accepted resignation – bus attendant, M. Sullivan

Note: Ms. Sullivan resigned in order to take a Teacher Aide position.

Appointed PT Spec. Ed. teacher – K. Heidt

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, **Kristi Heidt**, who is professionally certified in Early Childhood Education B-2 and 1-6, and Students with Disabilities B-2 and 1-6 is hereby appointed as a Part-time (.5 FTE) Special Education Teacher effective November 14, 2016 or as soon as possible and ending June 30, 2017. Salary is based upon **ETA Contract, Master's, Step 1**. Discussion ensued. Carried unanimously.

Approved bus driver – P. Beljan

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, **Peter Beljan**, be appointed on probation as a Bus Driver for 4.5 hours per day effective September 23, 2016 and ending March 22, 2017. Salary is based upon **CSEA Contract, Level IX, Step 1**. Carried unanimously.

Approved excessing of books

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, out of date textbooks from GLP be excessed as presented and disposed of as the district deems necessary. Carried unanimously.

Approved excessing of vehicles

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the following vehicles be excessed as scrap, valued at approximately $250, as they have reached the end of their useful life:

Bus #118 VIN #2GDGG35J6K4525756
Station Wagon VIN #1FACP57U2PA330618

Discussion ensued. Carried unanimously.

Approved revised 2016-2017 school calendar

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the 2016-2017 School Calendar be revised to reflect a change on December 2, 2016 from a half to a full staff development day. Carried unanimously.

Approved change in start date for teacher aides

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the start date for the following support staff be changed from September 8, 2016 to September 6, 2016:

1. **Amanda Chimera**
2. **Jaclyn Campfield**
3. **Deborah Dinse**
4. **Beth Pastwik**
5. **Patricia Stresing**
6. **Margaret Sullivan**

Carried unanimously.

Approved athletic sharing agreement

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the Interscholastic Athletics Sharing Agreement with Gowanda for Girls' Swimming be approved for the 2016-2017 school year. Carried unanimously.

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, effective October 21, 2016 the following adjustments be made to transportation personnel hours due to the addition and/or movement of students:

Approved route/hour changes

1. **Juliann Blencowe**, Driver, increase from 4.5 to 4.75 hours per day
2. **Danielle Gabel**, Driver, increase from 4.75 to 5.0 hours per day
3. **Susan Pratt**, Driver, increase from 5.75 to 6.0 hours per day
4. **Bradley Sessanna**, Driver, increase from 4.75 to 5.25 hours/day
5. **Mary Tarasiewicz**, Attendant, increase from 4.25 to 4.5 hours/ day
6. **Kathy Genco**, Driver, increase from 5.0 to 5.25 hours per day

Carried unanimously.

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, a Memorandum of Understanding be approved to create the position of Eden CSD 2020 Capital Project Owner's Representative/Facilitator inclusive of the dates October 20, 2016-June 30, 2017 and **David Martin**, Superintendent of Buildings & Grounds, be appointed as the Representative/Facilitator. Carried unanimously.

Approved MOU, CP owner's representative facilitator – D. Martin

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, a Memorandum of Understanding be approved to create the position of Facility Usage Coordinator, inclusive of the dates October 20, 2016-June 30, 2017 and **Marisa Fallacaro**, Interscholastic Sports Coordinator be appointed as the Facility Usage Coordinator. Discussion ensued. Carried unanimously.

Approved ETA MOU, Facilities Usage Coord. – M. Fallacaro

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, transportation via school bus be approved for the Music & Arts Boosters trip to Shea's Theatre on December 3, 2016. Carried unanimously.

Approved bus use for M&A Boosters

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, an AP Government Class overnight field trip to Washington, DC January 18, 2017 – January 21, 2017 be approved. Discussion ensued. Carried unanimously.

Approved AP Gov't. field trip

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, an overnight field trip to New York City November 15, 2016 – November 17, 2016 for the FBLA Club be approved. Discussion ensued. Carried unanimously.

Approved FBLA field trip

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the Eden District join the Erie County Association of School Boards for the 2016-2017 school year at a cost of $5,541. Discussion ensued. Carried unanimously.

Approved membership in ECASB

Approved appropriation increases

Mrs. Horschel made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the 2016-2017 appropriations be increased by **$25,245.71** to **$29,410,447.63** to account for increased revenues. Discussion ensued. Carried unanimously.

Note: The district received $25,000 from Bullet Aid for Ag in the Classroom and $245.71 from Tops for Education for Eden Elementary School.

Business report

Mr. Murphy reported the following:

- Review of Budget Advisory Team Meetings – The Administrative Team is already working on next year's budget. The BAT meetings will begin at 5:45, prior to Board meetings. The first meeting will be in December. If anyone is interested in joining the Budget Advisory Team as a community member, please call.
- Audit Committee – The District is in the midst of a State Audit. The State has been here every day; we love having them here. One thing they are looking at is the long-term financial plan. Last year, the Board put together a five-year projected budget. The next phase will be the complementary five-year use of reserves. The Audit Committee should get together quarterly to start reviewing the reserves. Mr. Breeden reported that the Audit Committee met prior to the Board Meeting. The Audit Committee also discussed a plan to re-allocate reserves into the future, and if there is leftover money, which reserves money should go into. They would like to have BOCES come in to give a presentation to help the Board understand how to utilize reserves and how to put money into them. Audit meetings are open to the public. Please feel free to attend.
- Follow-up from the September 21st meeting, Mr. Murphy asked each board member to look to see if any items were paramount in consideration for the 2017-2018 budget. Mr. Breeden mentioned that the Board of Education struggles every year with this; especially in Music, Arts and sports, which he would like to be left intact for next year. Mr. Cuddihy said that from the Booster perspective, they would rather see a sport go from three sections to two sections, rather than eliminating a sport. He commended Ms. Fallacaro for her tremendous effort to think outside the box. Mrs. Anzalone said there has been conversation about intramurals again especially with sixth grade moving up to a middle school. Mr. Murphy said the District is operating under $1,000,000 fund balance and reserves use for 2017-2018, and he has heard that Music, Art and sports are priorities.

Supt. report

Mrs. Anzalone reported on the following:

- December meeting date has changed from December 21, 2016 to December 14, 2016, to move it further away from the holidays. It is also the date of the first BAT meeting for 2016-2017 at 5:45 p.m.
- A Target grant was received by some of Eden Elementary Teachers. Fifth grade teachers, Mrs. Steger and Mrs. Theophilus were awarded funding for flexible seating, along with fourth grade teachers, Mrs. Bonfante and Mrs. Inman. Mrs. Grimaldi's special education class

received funding support for healthy eating habits. They have been working on daily living skills. The total funding for Eden Elementary was over $4,000 generated by the teachers at Eden Elementary School. Thanks to the teachers and administrators for their efforts.

- The Hamburg Sun has closed. The Eden-Angola Pennysaver has had some wonderful articles in the Pennysaver. Thanks to the teachers and administrators.
- December 2nd will now be a full day staff development. There will be no classes for students.
- Roll-out of Personalized Learning – December 2, 2016. There will be two sessions – an Elementary and a High School session. The Administrators have been working with a consultant company to help the District move forward on this concept of personalization.
- Thanks to the Board for turning in their bios.

Board report

- Mr. Cuddihy mentioned that he attended the turf meeting a few weeks ago with multiple presenters. It was very thorough and exciting, although it has been a very long process.
- Mrs. Horschel attended a regional PTA dinner with some focus on advocacy. Dr. Katherine Collins, a member of the Board of Regents, was the keynote speaker. She shared insight into her perspective of how she would like to see education change and move forward. She is an advocate for community schools. Schools need to do more for lower socioeconomic status students. State-wide, schools do not do enough for those children and their families. Mrs. Horschel also attended the central business district committee meeting, which is a think tank of local community members, whose purpose is to determine how to make Eden a more viable, desirable place to live. Our tax base needs to be broadened. The UB Architecture Department and Urban Planning and Development Department had some great ideas about how to make Main Street look more charming. There is grant money available. She was encouraged by what the town had planned.
- Mr. Shephard and Mr. Sutfin will be attending the NYSSBA convention next Thursday, Friday and Saturday (October 27th, 28th and 29th). Mr. Shephard will try to approach their representatives about a joint membership with ECASB.
- Mrs. Anzalone announced that both the district's attorney and Young & Wright would be hosting dinners on October 28th for district members. Any Board member who is interested should let her know.
- Mr. Breeden said Erie County put out a new, free application, which enables users to see road closures, traffic alerts, snow closures, storm information and enables disaster plans for families to be built. There is also information regarding federal conditions/alerts. It has a lot of powerful tools.

Future dates

Regular Board of Education Meeting, Wednesday, November 16, 2016 – 7:00 p.m. in the JSHS Cafeteria.

Executive session At 8:42 p.m., Mrs. Horschel made a motion, seconded by Mr. Cuddihy that the Board of Education enter Executive Session to discuss the employment history of a particular person(s). Carried unanimously.

Respectfully submitted,
Barbara J. Thomasulo
Barbara J. Thomasulo
District Clerk

BT/

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

Conversation

- There was an e-mail to Mrs. Horschel from the Music & Arts Boosters regarding a question about paying for buses for students to go to ECMEA tryouts. She asked if we have ever done this before.
- Mrs. Grunder asked if we had nurses on buses. We have when necessary. She asked if they were required to be in school. They are not required to be in school; however, a district must employ either a qualified physician or a nurse practitioner to perform duties of the director of school health services. A district *may* employ one or more nurses who must be registered professional nurses. A district is not required to employ a school nurse solely for the purpose of taking custody of spare inhalers for students with a severe asthmatic condition. In addition, a school nurse does not have to be available at all times in a school building for such purpose.

Approved back-pay for B. Burgstahler Mr. Shephard made a motion, seconded by Mr. Breeden to approve back-pay in the amount of $3,004 for Brenda Burgstahler for working through her lunch on student attendance days for the school years 2013-2014 and 2014-2015. Discussion ensued. Carried unanimously.
Note: All staff are required to take their lunch each day.

Conversation

- Raider logo – Mr. Cuddihy would like to approach the District Shared Decision Making Team to define the Raider logo or create a new one. There are many different logos being used in the District.
- The William Boss sign near the track is in bad shape. Would a new sign be installed as part of the Capital Project?
- Soccer field quality – Mr. Breeden stated that the soccer field was in bad shape last year. Soccer teams could not use the football field. The football and lacrosse fields were mowed. Soccer fields were not mowed.

Adjourned Mr. Shephard made a motion, seconded by Mr. Breeden to adjourn. Carried unanimously. The meeting adjourned at 10:07 p.m.

Respectfully submitted,

Paul Shephard
Board President

PS/