BOARD OF EDUCATION MEETING
JR./SR. HIGH SCHOOL Cafeteria
SEPTEMBER 21, 2016

MEMBERS PRESENT: Mr. Paul Shephard, Mr. Michael Breeden, Mr. Jack Cuddihy, Mrs. Marlene Grunder, Mr. Donald Sutfin. Mrs. Jennifer Horschel arrived at 7:50 p.m.

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; Mrs. Loran Carter, GLP Principal; Mrs. Shawn Johnson; Director of Pupil Personnel Services; Mrs. Lucinda Karstedt, Director of Information Technology; Mrs. Kelly Morgan-LaRosa, Director of Curriculum & Instruction; Mr. David Martin, Superintendent of Buildings & Grounds

Called to order

At 6:18 p.m., Mr. Shephard called the meeting to order and asked those present to join in the Pledge of Allegiance.

Entered executive session

At 6:20 p.m., Mr. Breeden made a motion, seconded by Mr. Cuddihy that the Board of Education anticipates entering Executive Session to discuss the employment history of a particular person. Carried unanimously.

Leave executive session

At 7:00 p.m., Mr. Breeden made a motion, seconded by Mr. Cuddihy to leave Executive Session. Carried unanimously.

Return to regular session

At 7:00 p.m., Mr. Breeden made a motion, seconded by Mr. Cuddihy to return to Regular Session. Carried unanimously.

From Admin & Staff

- Audit Report – Mr. Matt Montalbo from Drescher & Malecki reviewed the external audit report findings.
    - In reviewing the basic financial statements, an unmodified, clean opinion was issued, which is the best finding. A formal management letter will be issued. Drescher & Malecki received full cooperation and open access from district administrators and staff.
    - The extraclassroom activity fund was found to fairly present, in all material aspects, the cash receipts collected and cash disbursements paid for the year ending June 30, 2016. The district is at the maximum of approximately 4% of unassigned fund balance in the general fund. The restricted fund balance is reserved for specific purposes, and the unassigned fund balance can be spent at the district's discretion.

- The school lunch fund balance has been operating in a downward trend since 2010-2011. Possible causes for the decrease are the healthy foods requirement, cost of delivery, governmental restrictions, fewer students buying lunches. The district cannot continue in a deficit without a transfer from the general fund.

- Capital Improvement Project – Mr. David Martin reported that the Board of Education will be voting later in the meeting to approve a contract with Savarino Construction as the General Contractor for Phase 2 of the Capital Improvement Project, which includes asbestos abatement, masonry work, gymnasium renovations and other miscellaneous architectural construction activities in district buildings, approved by the voters as part of the Eden 2020 Capital Improvement Project. It is hoped that the work will begin in December or possibly earlier, depending on the State Education Department. There should be ample manpower to proceed with this project over the winter months. The Governor signed legislation for lead testing in all New York schools. All water sources will be tested at Eden Elementary on September 21st - 22nd, GLP on September 22 - 23rd, and the JSHS on October 3rd - 4th. If any water sources are found to have a high lead content, then a second test will be conducted, and the project may need to have some changes. Tests could cost around $7,000.

- Enrollment Report – Mrs. Lucinda Karstedt reported that there was an unexpected enrollment increase over the summer. Enrollment in Kindergarten and Grade 6 was up. The enrollment at GLP was up overall, but the enrollment at Eden Elementary and Eden Jr./Sr. High School was down, as was the overall enrollment by about 15 students over the same time frame last year.

Motion to withdraw items

Mr. Breeden asked if anyone wished to remove any items from the consensus items.

Mr. Shephard asked to remove item V. CC. – Rescind Policy #5721, Transportation for Non-Resident Students. Carried unanimously.

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 (#V. A.-BB.):

Minutes of the July 6, 2016 Reorganization and Regular Board of Education Meeting.

Minutes of the August 10, 2016 Regular Board of Education Meeting.

Minutes of the August 17, 2016 Special Board of Education Meeting.

Minutes of the August 24, 2016 Special Board of Education Meeting.

Minutes of the August 29, 2016 Special Board of Education Meeting.

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

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

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

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

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

Multi Fund Warrant for the period ending July 31, 2016 in the amount of **$787,318.13**. This Warrant is broken down as follows: General Fund portion **$708,333.89** and Trust & Agency Fund portion **$78,984.24**.

Multi Fund Warrant for the period ending August 31, 2016 in the amount of **$557,514.41**. This Warrant is broken down as follows: General Fund portion **$516,454.23**, Cafeteria Fund portion **$464.51**, and Trust & Agency Fund portion **$40,595.67**.

ACH/Wire Transfer Warrant for the period ending July 31, 2016 in the amount of **$45,762.00**. This Warrant is broken down as follows: General Fund HRA/Health portion **$45,762.00**.

ACH/Wire Transfer Warrant for the period ending August 31, 2016 in the amount of **66,405.53**. This Warrant is broken down as follows: General Fund Debt Service portion **$64,606.25** and General Fund HRA/Health portion **$1,799.28**.

2015-16 Accounts Payable Warrant for the period ending July 31, 2016 in the amount of **$137,993.98**. This Warrant is broken down as follows: General Fund portion **$136,801.98** and Federal Fund portion **$1,192.00**.

2015-16 Accounts Payable Warrant for the period ending August 31, 2016 in the amount of **$271,522.59**. This Warrant is broken down as follows: General Fund portion **$271,421.79** and the 2020 Capital Project portion **$100.80**.

Capital Project 2020 Warrant for the period ending August 31, 2016 in the amount of **$231,429.50**.

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

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

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

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

July 2016 Budget Transfers.

August 2016 Budget Transfers.

July Budget Transfers over $10,000.

CSE/CPSE 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
Ellen Henning	PK-12 T, TA	September 22, 2016	None

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. **Eric Cooper**, Modified Field Hockey Coach
2. **Marisa Fallacaro**, Volunteer Field Hockey Assistant
3. **Brandon Dix**, Boys' Modified Volleyball Coach
4. **Kristen Saviola, Kathy McCarthy, Amie Francisco, Joe Mesi, Paul O'Connor, Brian Smith, Matt Haier, Matt Saramac,** Sporting Event Workers
5. **Phil Archabald**, Field Hockey Aide
6. **Tim Schnaufer**, EE Musical and JSHS Musical – Sets Advisor
7. **Paula Farrell**, Mentor for Emily Tronolone
8. **Chris Polek**. Mentor for Brad Agen and Gabrielle Rodriquez
9. **James Ehrig**, Elementary Musical Lights Advisor
10. **LauraAnn Felser**, Elementary Musical Stage Manager
11. **Amy Porter**, Senior High Student Council Advisor

First reading of policies

The first reading of the following policies be approved:

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-BB carried unanimously.

Motion withdrawn

Mr. Shephard made a motion, seconded by Mr. Cuddihy to withdraw item #V. CC. – Rescind Policy #5721. Carried unanimously.

At 7:29 p.m., Mr. Shephard asked for comments from the public. **Comments**

- Mrs. Diane Bianchi, a former parent, whose son, Alex, was very involved with the Music program at Eden, encouraged the Board of Education to keep a great music program in the district.

- Mrs. Annette Bahun, an instrumental Music Teacher at Eden for 23 years, expressed concern over the teaching load put on Eden's music teachers. She has a full band and half the general music at the Elementary School, in addition to small mixed instrument groups of 4-9 students. There are 13 instruments in the band. Students learn the skills of the instrument(s) they are taking. Conflicts impact classroom instruction. She asked the Board and Administration to restore General Music to a full-time position.

Appointed Kindergarten teacher – S. Fiorella

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, Sarah Fiorella, who is initially certified in Early Childhood Education B-2 and 1-6, is hereby appointed to a probationary position in the Elementary tenure area for a probationary period commencing on September 26, 2016 and ending on September 25, 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, Bachelor's Plus 30, Step 1**. Discussion ensued. Carried unanimously.

Appointed Intern- A. Darrow

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, **Ashley Darrow** be appointed as an unpaid Psychology Practicum Intern effective September 14, 2016 and ending February 1, 2017. Discussion ensued. Carried unanimously.

Approved increase in hours – H. Knab

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, **Helen Knab** be increased from a Part-time (.80 FTE) Social Worker to a Full-time (1.0 FTE) Social Worker effective September 1, 2016. Discussion ensued. Carried unanimously.

Approved increase in hours – A. Witman

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, **Amy McConeghy-Witman** be increased from .55 FTE Art Teacher to .56 FTE effective September 1, 2016. Discussion ensued. Carried unanimously.

Approved amended MOU – Garden Club

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, an amended MOU for Garden Club authorizing the addition of one advisor for the 2016-2017 year only be approved. Discussion ensued. Carried unanimously.

Approved post-issuance compliance

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, formal written procedures to monitor post-issuance compliance with federal tax rules be approved. Discussion ensued. Carried unanimously.

Approved intermunicipal agreement for taxes

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the Board approve the one-year intermunicipal agreement with the Town of Eden for tax collection. Carried unanimously.

Designated official newspapers

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the **Buffalo Business First**, the **Orchard Park Bee**, the **Springville Herald**, and either the **Hamburg Shopper**, or the **Southtowns Marketplace** be designated as the official newspapers for the district. Discussion ensued. Carried unanimously.

Approved route/hour changes

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the route/hour changes for transportation personnel be approved. Discussion ensued. Carried unanimously.

Accepted grant for Ag in the Classroom

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, a grant for the Agriculture in the Classroom program in the amount of $25,000 from Senator Patrick M. Gallivan be accepted. Discussion ensued. Carried unanimously.

Approved contract with Savarino Construction

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, a contract be entered into with Savarino Construction as the General Contractor for Phase 2 of the Capital Improvement Project, which includes asbestos abatement, masonry work, gymnasium renovations and other miscellaneous architectural construction activities in district buildings as approved by the voters as part of the Eden 2020 Capital Improvement Project. Carried unanimously.

Approved external audit report

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the external audit report prepared by Drescher & Malecki be approved. Discussion ensued. Carried unanimously.

Approved appropriation increases

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the 2016-2017 appropriations be increased by **$696.47** to **$29,385,201.92** to account for increased revenues. Carried unanimously.

Note: The district received $196.47 from Tops in Education for the Jr./Sr. High School and $500 from Buffalo Coke for the Jr./Sr. High School Art Class for the Spring 2015 Rain Barrel.

Mr. Breeden made a motion, seconded by Mr. Cuddihy that upon the recommendation of the Superintendent, the Girls' Volleyball Overnight Trip to the Horseheads Classic in Horseheads, NY October 14-15, 2016 be approved. Discussion ensued. Carried unanimously.

Approved girls' volleyball overnight trip

Mr. Murphy reported the following:

Business report

- The Finance/Audit Committee will review the five-year Reserve plan in October prior to the Board meeting.

- Business officials from around the State attended a Questar workshop on State Aid. There is a change in the STAR program, whereby new homeowners will get a rebate check, rather than having their exemption show up on their tax bill.

- 2017-2018 Budget – The GAP elimination adjustment is gone. This year's focus should be on Foundation Aid. Because it is not an election year, there is not a lot of hope for big changes. The Board should think about budget priorities. There will be a deficiency again. Administrators will be reviewing the budget earlier this year. The Board is asked to indicate what they would like to see kept in the budget or cut. Mr. Murphy suggested that people approach politicians now about Foundation Aid. It may have some impact on the Governor's run. Mrs. Bahun suggested that the Music & Sports Boosters could collaborate to ask for more Foundation Aid. Mrs. Horschel stated that a parent reached out to her regarding a petition that she would like to get started. Mrs. Gaglione said the PTA will work with all the groups in this endeavor.

Mrs. Anzalone reported on the following:

Supt. report

- A possible change in the school calendar changing December 2nd from a half day to a full day of staff development. The purpose would be to discuss the middle school concept, instructional technology, and rigor goals, as well as for teachers to complete their grades. The change would reduce the number of snow days from six to five. There will be a motion at the October meeting.

- Start of School Report – Summers are much busier than they used to be in schools. There were students and teachers in the buildings all summer, but it was an excellent start, everything was clean and ready to go. We are excited about adding a Kindergarten class. The bus situation is better. Eden Elementary has completed its mandatory Fall fire drills. Open Houses are underway. The Jr./Sr. High School bonfire is tonight. This is school spirit week, and tractor day. We have a Hydroponics class and a new Freshman Academy. Reminder – there is a 25 mph speed limit in the school zones. All transportation routes were redone last year. Overall, it was a smooth start to the school year.

- There was a request for us to reach out to combine with North Collins for Boys' Varsity Tennis Grades 7-12 and Boys' & Girls' Varsity Track 7-12. Miss Fallacaro is working on an agreement. It would cost about

$200-$250 per student for North Collins. Shared football went well.

- Mrs. LaRosa and Mrs. Anzalone are working on the district's new Twitter Feed. Angeleah LoGrasso is the student social media guru helping out.

Board report

- Distribution of Flyers – Mr. Breeden reported there is a participation decline in activities, such as Boy Scouts, due to a lack of knowledge. The district used to send flyers home in backpacks. He attributes this to the switch to the digital backpack. Many activities are not getting the proper participation. People have said they would have enrolled their children in a program, but they didn't know about it. Since non-profit organizations benefit the community, he would like to see flyers for those groups sent home. Mr. Cuddihy agreed that non-profit organizations be allowed to advertise. Mr. Shephard did not disagree, but he is concerned about discrimination. Mrs. Anzalone said the district cannot deny some non-profits over others. She asked what limitations the Board of Education might want to put on. There could be 30-40 organizations that would like to send flyers home; yet there was a complaint a few years ago that too many things were being sent home in backpacks. Mr. Breeden stated that he would vote to send non-profit flyers home at no cost to the district. The non-profit organization would have to print them, count them out and bundle them in groups of approximately 25. A policy will need to be written.

Approved motion to send flyers home

Mr. Breeden made a motion, seconded by Mr. Cuddihy to resume sending flyers home for non-profit organizations. Carried unanimously.

- Mr. Shephard discussed a resolution giving the Superintendent the authority to make appointments during the summer months, then if there are no objections after e-mailing the information about the candidate(s), approve the appointments at the next meeting. Mrs. Anzalone stated that it is in her contract to do so, but she does not presume to do this with teachers. Mr. Shephard would like to see this year round.

Granted authority to offer appts

Mr. Shephard made a motion, seconded by Mr. Cuddihy that the Superintendent of Schools be authorized to offer candidates appointments other than administrative appointments throughout the school year, provided the names of such candidates have been sent to the Board of Education at least five days prior to the offer of employment, and further provided that no member of the Board of Education has raised any question about any candidate, and be it further resolved that the Board of Education will officially approve such appointments at its regularly scheduled meeting subsequent to offers of employment by the Superintendent in accordance with the above procedures. Discussion ensued. Carried unanimously.

- Policy for transportation for Non-Resident students (See #7131) – A non-resident parent asked to have their child picked up at a location about ¾ mile outside the district. The Board discussed this request and decided that it would not be in the best interest of the district to approve this request for a myriad of reasons; others will want the same benefit, condition of the roads, timing of getting the buses back, no aid for non-allowable students, financial impact, other district parents have to drive their students to bus stops, district students are not taken off-route, and the parents were aware up front that transportation would not be provided. The Board agreed not to do a pick up outside the district.

- ECASB and NYSSBA memberships / Fall ECASB Leadership Dinner – Mr. Shephard attended the ECASB Fall Leadership Dinner and is interested in re-joining the ECASB for the local training and networking. They have a committee that deals with local legislative representatives. He would like to look at the reasons the district switched from ECASB to NYSSBA. Mr. Breeden said NYSSBA is bigger, all encompassing. The district actually did not switch from one to the other. At one time, the district had memberships in both organizations. Mrs. Anzalone told the Board to think about what they got from each. ECASB would give the Board access to the WNYESC Law Conference, as well as the legislative team and advocacy. Mr. Shephard and Mr. Sutfin will give a report to the Board after the NYSSBA convention.
- Mr. Breeden said there is an internet survey regarding New York State broad band access. Eden has not been served properly. The State is looking at alternatives to large width broad band and partnering with schools and libraries. There is a lot of activity with BOCES. Information will be available at the Town Hall/Board/Association meetings in the next month or two. Hopefully, in 2017, there will be a heavy push. Grants will be awarded in 2017.

Future dates

Regular Board of Education Meeting, Wednesday, October 19, 2016 – 7:00 p.m. in the JSHS Cafeteria

Executive session

At 8:56 p.m., Mr. Breeden made a motion, seconded by Mr. Cuddihy to enter executive session to discuss the contract negotiations and the employment history of a particular person(s). Carried unanimously.

Respectfully submitted,

Barbara J. Thomasulo

Barbara J. Thomasulo
District Clerk

BT/

Regular session At 10:27 p.m., Mr. Breeden made a motion, seconded by Mrs. Horschel to return to regular session. Carried unanimously.

Adjourned Mr. Shephard made a motion, seconded by Mr. Breeden to adjourn. Carried unanimously.

The meeting adjourned at 10:27 p.m.

Respectfully submitted,

Paul Shephard
Board President

PS/