BOARD OF EDUCATION MEETING
JR./SR. HIGH SCHOOL AUDITORIUM
OCTOBER 15, 2012

MEMBERS PRESENT: Mr. Steven Cerne, Mr. Michael Breeden, Mr. Michael Byrnes, Mr. Colin Campbell, Mr. Scott Henderson, Mrs. Barbara Henry, Mrs. Kristen Pinker

ABSENT:

OFFICIALS PRESENT: Mr. Ronald Buggs, Superintendent; Ms. Lisa Almasi, Director of Finance; Mrs. Barbara Thomasulo, Stenographer

ALSO PRESENT: Mrs. Loran Carter, GLP Principal; Miss Marisa Fallacaro, Athletic Director; Mr. Marc Graff, Jr./Sr. High Principal; Mrs. Shawn Johnson, Director of Pupil Personnel, Mrs. Lucinda Karstedt, Director of Information Technology; Mr. Richard Schaefer, Eden Elementary Principal

Call to Order

At 7:02 p.m., Mr. Cerne called the meeting to order and asked those present to join in the Pledge of Allegiance.

Audit Presentation

Mr. Joseph Klimek from Toski & Company presented a summary of the results of the audit. The Report to the Board is a required communication. All estimates used by management were determined to be reasonable in all circumstances. Management was very helpful. There were no difficulties encountered in performing the audit. There were no audit adjustments in the prepared statements. There were no disagreements with management during the course of the audit. Management responded to all inquiries by the auditor, and all the disclosures in the financial statements are accurate. The results of the audit show a clean, unqualified opinion on the financial statements; all funds and governmental activities are included except for the accounting principles. No material weaknesses were identified, nor were there significant deficiencies in internal controls. There was no material non-compliance; however, there was one finding. New York State Real Property Tax Law limits the amount of retained unassigned fund balance to 4% of the next year's appropriations. On June 30, 2012, it was in excess of 4% - at 4.5%. It is not a material oversight. The total dollar amount in excess was approximately $119,000. The auditor recommended that the District consider establishing certain reserves or increasing the current reserves, so that these revenues could be set aside for future needs of the district.

Request to withdraw items

Mr. Cerne asked if anyone wished to remove any items from the Consensus Items. None were removed.

Approved consensus items

Mrs. Henry made a motion, seconded by Mr. Cerne that the following consensus items be approved as listed in the Administrative Memorandum (IV. A -T):

Minutes of the August 27, 2012 Special Board of Education Meeting.

Minutes of the September 11, 2012 Special Board of Education Meeting.

Minutes of the September 17, 2012 Regular Board of Education Meeting.

Minutes of the September 18, 2012 Special Board of Education Meeting.

Revenue Budget Status Report for the period ending September 30, 2012.

Treasurer's Report for the period ending September 30, 2012.

Multi Fund Warrant for the period ending September 30, 2012 in the amount of **$1,440,555.43**. This Warrant is broken down as follows: General Fund portion **$1,162,982.35**, Cafeteria Fund portion **$1,745.00**, Federal Fund portion **$17,449.45**, Capital Fund portion **$109,700.00** and Trust & Agency portion **$148,678.63**.

ACH/Wire/Transfer Warrant for the period ending September 30, 2012 in the amount of **$500.00**.

Accounts Payable Warrant for the period ending September 30, 2012 in the amount of **$6,327.90**. This Warrant is broken down as follows: General Fund portion **$6,327.90**.

Appropriation Status Report for the period ending September 30, 2012.

Extraclassroom Activities Fund Report for the period ending September 30, 2012.

Budget Transfers for September 2012.

Budget Transfers over $10,000 for September 2012.

September 2012 Claims Auditor Report.

CSE recommendations.

Appointed 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	Effective Date	Certification
Tammy Shaffer	October 16, 2012	None
Elaine Pontonio	October 16, 2012	N-6, Sp Ed
Amanda Vara	October 16, 2012	PK-6, Lit B-6

The following personnel be appointed to Supplemental Activities positions for the 2012-2013 school year as presented: See attached list.

Supplemental activities

A child bearing leave of absence be granted to **Marisa Kanick** effective April 8, 2013 through June 30, 2013.

Leave of absence – M. Kanick

An unpaid leave of absence be granted to School Nurse, **Susan White**, effective February 4, 2013 through February 13, 2013.

Unpaid leave of absence – S. White

The first reading of the following policies

First reading of policies

#1330 Appointments and Designations by the Board of Education
#3280 Use of School Facilities, Materials and Equipment
#5110 Budget Planning and Development
#5120 School District Budget Hearing
#5130 Budget Adoption
#5220 District Investments
#5683 Fire Drills, Bomb Threats and Bus Emergency Drills
#6170 Safety of Students (Fingerprinting Clearance of New Hires)
#7420 Sports and the Athletic Program
#7512 Student Physicals
#7554 Dignity for All Students Act
#7560 Notification of Sex Offenders

Approve Policy #1510 Regular Board Meetings

Approved policy

Consensus items A-T carried unanimously.

At 7:13 p.m., Mr. Cerne asked for comments from the public present.

Comments

- Mrs. Laverdi read a statement to the Board regarding class size. GLP teachers are concerned about the large class sizes in the primary school. Currently, there are up to 25 students in some classes. Many districts producing higher achievement scores have noticeably smaller class size, more aide time and fewer budget constraints. The GLP teachers proposed re-instating a classroom per K, 1st and 2nd grades.
- Tina Powell, parent at GLP, stated that the teachers are outstanding. They purposely chose to build in Eden because of the district. She was concerned last year about class size. She asked the Board to address this matter and help get the numbers under control.
- Jody Bialaszewski, a parent and employee of the district, asked if there was a consulting firm hired to look for a new Superintendent. She was also concerned about the pay rate for a new Superintendent. She also stated that we have not been able to hire a physical therapist and asked if the Board was aware of the reasons why we couldn't hire one.

Accepted resignation – M. Mooney

Mrs. Henry made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the resignation of Laborer, **Michael Mooney** be accepted effective October 19, 2012. Carried unanimously.

Approved change in hours – D. Zimmer and L. Christ

Mrs. Henry made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the hours for the following transportation personnel be adjusted as of September 20, 2012:

Diane Zimmer, Bus Attendant reduce from 3.5 to 3.25 hours per day.
Linda Christ, Bus Driver, increase from 4.75 to 5.0 hours per day.

Carried unanimously.

Approved district goals for 2012-2013

Mrs. Henry made a motion, seconded by Mr. Breeden that the Eden Central School District Goals 2012-2013 be approved as presented. Discussion ensued. Carried unanimously.

Excessed fax machine

Mrs. Henry made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the Brother 4100E Fax Machine in the Business Office, Asset Tag #A00067982 be declared excess and disposed of as the District deems necessary. Carried unanimously.

Approved ceiling work by Morris Masonry

Mrs. Henry made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, ceiling repair work by Morris Masonry in the amount of $3,080.00 be approved as presented. Carried unanimously.

Approved change in home instruction rate

Mrs. Henry made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the Home Instruction rate be changed from $20.00 per hour to $21.00 per hour effective September 1, 2012. Carried unanimously.

Note: This increase is due to the fact that mileage will no longer be paid (discussed during the budgeting process).

Accepted external audit

Mrs. Henry made a motion, seconded by Mr. Breeden that upon the recommendation of the Audit Committee, the External Audit as prepared by Toski & Co., PC for the fiscal year ending June 30, 2012 be accepted as presented. Discussion ensued. Carried unanimously.

Approved FBLA overnight trip

Mrs. Henry made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the FBLA overnight field trip to the Hyatt Regency Hotel in Buffalo to facilitate team building activities and preparation for future competitions October 19-20, 2012 be approved. Make up dates are October 26, 2012 or November 2, 2012. Carried unanimously.

Mrs. Henry made a motion, seconded by Mr. Breeden that upon the recommendation of the Superintendent, the 2012-2013 budget be increased by $6,100.97 to $25,188,612.66 to account for increased revenues. Carried unanimously.

Approved budget increase

Note: The District received $438.97 from Target for the Jr./Sr. High, $1,000 from the Eden PTA Bicentennial Tour for grades 2 & 4, $695.00 from John Morrow for Masterminds/Interscholastic Chess for the Jr./Sr. High and $3,967.00 from Volleyball club for officials.

Technology Report - Mrs. Karstedt presented SMART Boards and how they are used in the district. The Technology Department and volunteers filmed several classrooms using the SMART Boards and showed it to the Board. The SMART Board is part of a system, which requires a computer and a projector.

From Administration & Staff

Ms. Almasi reported the following:

Business report

- In their audit report, Toski & Company had no adjusting entries and no recommendations for improvement. Thanks go to the District Treasurer, Mary Lobosco, for all her hard work. Without her, our audits would not be as successful as they are.
- The budgeting process has begun. Administrators and department heads have been given the budget timeline and notified that all budgetary information must be entered prior to January 7th, so the review can be started. The budget must be adopted by the Board of Education no later than April 26, 2013.
- An Audit Committee meeting will be scheduled to discuss the recommendation of external auditors for 2012-2013.

Board report

- Director of Curriculum & Instruction – Mr. Schaefer and Mr. Graff met with the Curriculum Committee of the Board.
  - Mr. Graff stated that there has been discussion about how and when the Curriculum Director position would be filled or not filled, now that Mrs. Carter is serving as GLP Principal again. The administrators were asked to come up with some options. Ideally, they would like to fill the position full-time as soon as possible. There are two other options; one is to keep everything as is, with Mrs. Carter doing both jobs, but that is a daunting task. The other is to hire a TOSA (Teacher on Special Assignment) to fill the need in the curriculum area.
  - Mr. Schaefer would agree, with a change in order – fill the position with a full-time administrator, TOSA as a short- term solution until a long-term solution can be found, followed by the status quo, which he believes will not maximize short or long-term growth. The goal is to get into the top ten, then the top five. Curriculum for a school district is research and development. Our research and development has been cut by 50%. The ability of the GLP Principal to perform all the tasks that go with the new APPR have been lessened.

- Mr. Cerne suggested looking at BOCES to fill some curriculum needs. Mr. Schaefer said the BOCES offerings were already many of the things we were getting from BOCES, but they didn't address some of the specifics that we needed. The cost was significant, although about 70% of the money would be refunded the following year, but a short term solution is needed tomorrow. The district can purchase 102 days of time for about $52,000, which would be approximately $15,000 out of pocket. Mr. Schaefer stated that the main emphasis must be the big four – ELA, Math, Science and Social Studies.
- Both Mr. Schaefer and Mr. Graff agreed that the BOCES option would be better than what we have now. Mr. Campbell suggested that the BOCES option be tried now and revisited in the spring.

- GLP Class Size – Mrs. Carter discussed class size. Research shows that class size of no more than 18 students per teacher produces the greatest benefits for students. Smaller classes boost student achievement. The average kindergarten class size at GLP is 21; in first grade it is 24; and in second grade, it is 25. The average class size for nine or ten area schools was 18; kindergarten was 15-16; first grade was 20 and second grade was 21. Options are to add a K-1 multiage classroom or hire teacher aides to help in the classroom. Mr. Campbell stated that no one would disagree with smaller class sizes, the problem right now is budget and logistics. Mr. Cerne said this discussion should be saved for budget time, and we must live within our means. Mr. Buggs said that if curriculum services are purchased through BOCES, rather than hiring a Director of Curriculum, a savings of approximately $42,000 in the administrative line would be realized. Mr. Cerne asked Ms. Almasi to take a look at the budget lines to see if there was money for a teacher.
- Mr. Campbell mentioned an article in a previous edition of the Hamburg Sun, about the possibility of allowing North Collins students to join the Eden Football team. He spoke to the Athletic Director at North Collins, Bill Weidner. There is interest there in doing that. Mr. Buggs gave the North Collins Superintendent some dates to meet to discuss this issue.
- Mr. Cerne announced that a consultant was hired to help in the search for a new Superintendent at a cost of approximately $16,000. The process has been open to all groups and the community. The first meeting will be October 19, 2012. Initial screening of applicants will be handled by the consultant, Castallo & Silky. On December 13th, they will review the initial group of candidates, and the groups will meet for training in preparation for interviewing. January 7th, 8th and 9th will be a first round of interviews for the Board. January 22nd, 23rd and 24th will be second round interviews with the Board and interviews with the constituent groups. On January 28th, representatives of each group will meet with the Board. Sometime that week, the Board will have the opportunity to do an on-site visit of the finalist. The week of February 11th, the Board will select a new Superintendent. By March 1st, the new Superintendent will be announced. The new Superintendent will be transitioned to the District between March 1st and July 1st.

- Policy & Legal Committee Meeting, Thursday, October 18, 2012 – 3:30 p.m. – Jr./Sr. High School Main Office Conference Room.
- Special Board of Education Meeting, Friday, October 19, 2012 at 7:00 p.m. in the Jr./Sr. High School Main Office Conference Room.
- Board of Education Meeting, Monday, November 19, 2012 – 7:00 p.m., Jr./Sr. HS Auditorium.

Future dates

At 8:46 p.m., Mr. Cerne made a motion, seconded by Mr. Breeden that the Board of Education enter executive session to discuss the Superintendent's Contract, an MOU, an employee resignation and an employee performance issue. Carried unanimously.

Executive session

Ms. Almasi was excused at 8:46 p.m.

Ms. Almasi was excused

Respectfully submitted,

Lisa A. Almasi
Lisa A. Almasi
District Clerk

.A:bt

Mr. Buggs was excused at 9:03 p.m.

Mr. Buggs was excused

At 9:22 p.m., Mr. Cerne made a motion, seconded by Mr. Breeden to return to regular session. Carried unanimously.

Regular session

Mr. Cerne made a motion, seconded by Mr. Breeden to adjourn the meeting. Carried unanimously.

Adjourn

The meeting was adjourned at 9:23 p.m.

Respectfully submitted,

Steven P. Cerne
Board President

SC:bt