

4.2

**Randolph Academy Union Free School District**  
**Board of Education Meeting**  
**November 8, 2017**

Location: Randolph Campus @ 3:30 p.m.  
With Video Participation at Hamburg Campus

**Calendar:**

**Legislative Breakfast Meeting – December 9, 2017 @ 9:00 a.m. – Genesee Valley CSD**

**BOE Meeting – December 13, 2017 – Randolph Campus @ 3:30 p.m.**

**BOE Meeting – January 24, 2017 – Randolph Campus @ 3:30 p.m.**

**MINUTES – Unofficial**

The **REGULAR MEETING** of the Randolph Academy Union Free School District was called to order at **3:33 p.m.** on **November 8, 2017** at the **Randolph Campus**. Mrs. Myers presided. Roll call was taken and the Pledge of Allegiance was recited.

**Board Members Present:** Mary Myers – President, Lea Anne Cali – Vice President, Brad Sande, Leslie Shellenbarger (4:12), Rev. Leslie Latham, \*Dr. Robert Olczak

**Administrators and District Officials:** Lori DeCarlo – Superintendent, John Kwietniewski – Principal, Cynthia Johnson – Director of Curriculum, Regina Sheldon – District Treasurer, Tina Rogers – District Clerk, David DiTanna – CPA,

**Board Members Absent:**

**Board Members Excused:** Ruth Henry

**Administrators and District Officials Absent:**

**Administrators and District Officials Excused:** Richard Weikel

**Guests/Reporters:** Janice Finch, Brian Fleischmann

**Review of the Board Calendar**

President Myers reviewed the calendar

**Acceptance of the Agenda & Minutes**

Upon the recommendation of the Superintendent, the Board of Education approved the **Agenda for November 8, 2017, with additions of 7.2.4, 7.2.5, and the Minutes, as amended, for October 25, 2017.**

Dr. Olczak moved to approve, seconded by Mr. Sande

Carried unanimously: 5:0:0

**Reports**

**Board News & Comments**

Mr. Sande reported on advocacy alerts.

**Superintendent's Report**

Mrs. DeCarlo gave a general program update. She reports that student enrollment has taken a slight dip. However, she is not concerned, as we have students awaiting enrollment. Mrs. DeCarlo also reports, that the playground committee at Randolph Campus held their first meeting, and is in the early planning stages.

Mrs. DeCarlo gave a marketing update. She reports that new, updated materials are being made, marketing events are being scheduled, and a greater emphasis is being given on public relations. Discussion occurred on hosting two full day Restorative Justice Seminars offered free of charge in the springtime. The Board supports engaging a nationally know speaker.

**Principal's Report**

Mr. Kwietniewski reported on student activities and events taking place at the Hamburg Campus. He also, recognized James Vitale, Hamburg Campus Science Teacher, for being inducted into the 2018 NYS Master Teacher Program. Over the next four years James will participate in project work in the area of science with other members.

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**Treasurer's Report**

David DiTanna reported on care days.

**Fundraising Reports**

No reports

**Financial**

**CTE Vision 2017 Conference**

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Reverend Latham, the Board of Education approved the **sending of two teachers to the Career and Technical Education (CTE) Vision 2017 Conference on December 5-9, 2017 in Nashville, TN, for an estimated cost of \$4,570.00, as presented.**

Carried unanimously: 5:0:0

**School Vehicle Purchase – Informational Review**

**Consultant Services Contract**

Upon the recommendation of the Superintendent, and on motion of Mr. Sande, seconded by Mr. Olczak, the Board of Education approved the **Consultant Services Contract of Independent Contractor, Delia Bonenberger, to provide services as an Independent Evaluator**, for conducting teacher evaluations pursuant to Randolph Academy's approved APPR under 3012d for up to 35 teachers, and site visits for two principals, for a term of November 9, 2017 – June 30, 2018, with **\$7,000 in compensation, paid as a lump sum, upon completion of services**, and directs the Superintendent to execute the proposed agreement on behalf of the District, **as presented.**

Carried unanimously: 5:0:0

**Philadelphia Insurance Co. & Lloyd's**

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mr. Sande, the Board of Education approved the **school Insurance Policy from Philadelphia Insurance Co. & Lloyd's, effective November 9, 2017-2018, as presented.**

Carried unanimously: 5:0:0

**Personnel**

**Resignations/Terminations**

**Merry Radtke - Resignation**

Upon the recommendation of the Superintendent, and on motion of Reverend Latham, seconded by Mr. Olczak, the Board of Education **accepted the resignation, for the purpose of retirement, from Merry Radtke, Art Teacher, effective January 31, 2018, with health benefits to cease on January 31, 2018, as presented.**

Carried unanimously: 5:0:0

**Appointments**

**Eric Procknal – LT Substitute Physical Education Teacher**

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mr. Sande, the Board of Education appoints **Erick Procknal to the position of Uncertified Long Term Substitute Physical Education Teacher, effective November 9, 2017 through a date to-be-determined.** During this appointment you will be paid at the uncertified substitute teacher rate of pay of **\$80.00/diem, as presented.**

Carried unanimously: 5:0:0

**Emily Foy – Internal Suspension Aide**

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mr. Sande, the Board of Education appoints **Emily Foy to the probationary Civil Service position of Internal Suspension Aide**, for a probationary period of one year to commence on November 13, 2017 – November 12, 2018. The starting **salary will begin at \$13.00 per hour, plus an additional \$1.00 per hour** while assigned as Internal Suspension Aide, with a work day of 8:00 a.m. – 2:30 p.m., as established in accordance with the negotiated agreement between the Board of Education and Randolph Academy Support Staff Association, as presented.

Carried unanimously: 5:0:0

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**Jonathan Coder – Elementary Team Leader**

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mr. Sande, the Board of Education **appoints Jonathan Coder as Elementary Team Leader for the 2017-18 school year, effective on November 9, 2017. He will be paid at the first year rate (pro-rated) rate, per contract, as presented.**

Carried unanimously: 5:0:0

**Tamera Congilosi – Elementary Teacher**

Upon the recommendation of the Superintendent, and on motion of Mr. Olczak, seconded by Reverend Latham, the Board of Education **appoints Tamera Congilosi who holds a New York State Permanent Certificate, permitting her to teach in the Nursery, Kindergarten & Grades 1-6 certification area, is hereby conditionally appointed to the position of Elementary Teacher in the Elementary Education tenure area for a probationary appointment of four years to commence on November 13, 2017 and to end on November 12, 2021.** Eligibility for tenure at the end of the probationary period is dependent on receiving APPR ratings of effective or highly effective in 3 of 4 preceding years and no ineffective composite or overall rating in the final year. The salary during the first year of this appointment will be paid in accordance with the salary schedule as outlined in the Teachers' collective bargaining agreement between the Board of Education and the Randolph Academy Professional Association and **the salary will be based upon Step 4 of the pay scale, as presented.**

Carried unanimously: 5:0:0

**Amber Myers –Elementary Teacher**

Upon the recommendation of the Superintendent, and on motion of Mr. Olczak, seconded by Reverend Latham, the Board of Education **appoints Amber Myers who holds a New York State Initial Certificate, permitting her to teach in the Childhood Education, Grades 1-6 certification area, is hereby conditionally appointed to the position of Elementary Teacher in the Elementary Education tenure area for a probationary appointment of four years to commence on November 15, 2017 and to end on November 14, 2021.** Eligibility for tenure at the end of the probationary period is dependent on receiving APPR ratings of effective or highly effective in 3 of 4 preceding years and no ineffective composite or overall rating in the final year. The salary during the first year of this appointment will be paid in accordance with the salary schedule as outlined in the Teachers' collective bargaining agreement between the Board of Education and the Randolph Academy Professional Association and **the salary will be based upon Step 1 of the pay scale, as presented.**

Carried unanimously: 5:0:0

**Tenure**

**Thomas Palcic – School Counselor**

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mrs. Shellenbarger, the Board of Education hereby appoints **Thomas Palcic, who holds a provisional certification as School Counselor on tenure in the School Counselor tenure area, effective November 24, 2017.**

Carried unanimously: 5:0:0

**Leaves**

**Medical Leave**

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Mr. Sande, the Board of Education approved the following **FMLA leave, with the use of benefit and/or accumulated sick leave time during the period of medical disability for the following employee, as presented:**

<u>Employee</u>	<u>Type</u>	<u>Begin Date</u>	<u>Term</u>
#44	FMLA	11/9/17-11/17/17	Continuous

Carried unanimously: 5:0:0

**Old Business**

None

**New Business**

**2017-18 Outside Involvements of the Superintendent & Director of Curriculum**

Upon the recommendation of the Superintendent, and on motion of Mr. Olczak, seconded by Mr. Sande, the Board of Education approved the **2017-18 outside involvements of the Superintendent and the Director of Curriculum, as presented.**

Carried unanimously: 5:0:0

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**Parent Facilitator-Revised – Informational Only**

**Code of Conduct**

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Reverend Latham, the Board of Education approved the **2017-18 Code of Conduct, as presented.**

Carried unanimously: 5:0:0

**Revised Policies**

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mrs. Shellenbarger, the Board of Education approved the following **revised policies, as presented:**

<u>Policy #</u>	<u>Name</u>
5661	Wellness
5662	Health Celebrations

Carried unanimously: 5:0:0

**Correspondence**

New Clipping: Book donation  
November Parent Letters

**Public Participation**

None

**Break @ 4:33 p.m.**

**Executive Session**

On motion of Mrs. Cali, seconded by Mr. Olczak, to enter into **executive session at 4:44 p.m.** for the following reasons:

Discussions regarding current litigation

Carried unanimously: 5:0:0

**Returned to Public Session @ 5:00 p.m.**

**Adjournment**

The meeting was **adjourned @ 5:08 p.m.** on motion of Mrs. Shellenbarger, seconded by Mrs. Cali.

Carried unanimously: 5:0:0

Next BOE meeting to be held on **Wednesday, December 13, 2017 @ 3:30 p.m. at Randolph Campus.**

Respectfully submitted,



Tina Rogers, District Clerk