

Randolph Academy Union Free School District
Board of Education Meeting
March 14, 2018

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

Calendar:

ACSBA General Membership Meeting – March 22, 2018 @ 5:30 p.m. – Moonwinks, Cuba, NY
Annual Fashion Show – March 28, 2018 @ 11:30 a.m. – Hamburg Campus Gymnasium
BOCES Annual Dinner Meeting – April 11, 2018 @ 6:00 p.m. – Center in Olean, NY
BOE Meeting & BOCES Administrative Budget Vote – Tuesday, April 17, 2018 @ 3:30 p.m. – Randolph Campus
ACSBA Spring Dinner Meeting April 26, 2018 @ 5:30 p.m. – Moonwinks, Cuba, NY
BOE Meeting – May 23, 2018 @ 3:30 P.M. – Hamburg Campus

MINUTES - Unofficial

The **REGULAR MEETING** of the Randolph Academy Union Free School District was called to order at **3:45 p.m.** on **March 14, 2018** 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, Ruth Henry, *Dr. Robert Olczak, Leslie Shellenbarger (3:56)

Administrators and District Officials: Lori DeCarlo – Superintendent, Delia Bonenberger – Acting Superintendent, *John Kwietniewski – Principal, Cynthia Johnson – Acting Principal, Mary Pauly – District Administrator, Tina Rogers – District Clerk, Regina Sheldon – District Treasurer, David DiTanna - CPA
*Video participation @ Hamburg Campus

Board Members Absent:

Board Members Excused: Rev. Leslie Latham

Administrators and District Officials Absent:

Administrators and District Officials Excused: Richard Weikel

Guests/Reporters: Brian Fleischmann, Cheryl Henry

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 March 14, 2018, with additions of: 6.8, 6.9, 7.1.1, 7.2.2, 7.2.3, 7.2.4, 7.2.5, 7.3.2 and the Minutes, for February 28, 2018.**

Mrs. Cali moved to approve, seconded by Mr. Sande

Carried unanimously: 5:0:0

Reports

Board News & Comments

Superintendent's Report

Acting Superintendent, Mrs. Bonenberger, gave a general program update. She reports that student enrollment is 100 at Randolph Campus and 86 at Hamburg Campus. She further reported on upcoming staff development days scheduled for March 16th & March 29th. The 16th to focus on wellness and the 29th to focus on school safety. The board is invited to attend the school safety training.

A playground presentation was given by Cheryl Henry, from Young & Wright Architectural, on the installation and site work for a playground at Randolph campus. She presented good, better, best options to the board for review. A playground committee meeting was held prior to this board meeting. At that time, the committee selected the best

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option, with alternates, giving a \$30,000 window to break some components out of the plan if needed. Mrs. DeCarlo asked the board to authorize the application to NYSED Rate Setting Unit to let the process begin, with a budget of \$285,000 used from 2017-18 allocated funds. Motion to approve was made later in this meeting.

Principal's Report

Mr. Kwietniewski and Mrs. Johnson reported on behavior and attendance reports for the month of February. Both gave reports on events that have or will take place at each campus.

Treasurer's Report

Reports were included in the packet. Mr. DiTanna reviewed.

Fundraising Reports

None

Financial

Lakeview Lawns: Termination of Contract

Upon the recommendation of the Superintendent, and on motion of Mrs. Henry, seconded by Mr. Sande, the Board of Education approved **termination of the November 15, 2016 agreement made between the District and Lake View Lawns for snow removal services, effective April 1, 2018, as presented.**

Carried unanimously: 6:0:0

Randolph Campus Playground Equipment & Installation

Upon the recommendation of the Superintendent, and on motion of Mrs. Henry, seconded by Mr. Sande, the Board of Education **authorized a budget of up to \$285,000 for playground equipment, and related installation, architectural and engineering costs, as presented.**

Carried unanimously: 6:0:0

Phone System Purchase

Upon the recommendation of the Superintendent, and on motion of Mrs. Henry, seconded by Mr. Sande, the Board of Education approved the purchase of an **Office Suite UC: Standard phone system and service for both campuses, from Broadview Networks/Windstream in the amount of \$18,362 for a one-time, upfront cost and a \$2,056.30 monthly cost**, for a period of three years, piggybacking on GSA Contract #GS35F0348X to establish the ceiling price and justify best value for the District, consistent with policy # 5410, as presented.

Carried unanimously: 6:0:0

E-Rate Reimbursable Project - Wireless Signal Updates

Upon the recommendation of the Superintendent, and on motion of Dr. Olczak, seconded by Mrs. Cali, the Board of Education approved the **purchase of equipment for wireless signal updates for both campuses, from Erie 1 BOCES, as E-Rate reimbursable in the amount of \$3,455.91, as presented.**

Carried unanimously: 6:0:0

Window Replacement Project Change Orders

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mr. Sande, the Board of Education approved the following **change orders for Phase 2 Window Replacement Project #04-30-11-02-0001-003, as presented:**

| | | |
|------------------------|-----------------------|-------------------|
| Change Order #1 | SF Break Metal | \$2,185.98 |
| Change Order #2 | Corian Stools | \$1,910.01 |

Carried unanimously: 6:0:0

One-Time Assignment Stipend

Upon the recommendation of the Superintendent, and on motion of Mr. Sande, seconded by Mrs. Cali, the Board of Education authorized a payment to **Cynthia Johnson, as a one-time assignment stipend, in the amount of \$3,000.00 for her appointment as Acting Principal.**

Carried unanimously: 6:0:0

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2018-19 Cooperative Purchasing Annual Resolution

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Mrs. Cali, the Board of Education approved the **2018-19 Cattaraugus/Allegany BOCES Cooperative Purchasing Annual Resolution to bid jointly for various supplies, commodities, and/or services in the 2018-2019 fiscal year, as presented.**

Carried unanimously: 6:0:0

Increase Pay of Uncertified LT Substitute Teacher – Eric Procknal

Upon the recommendation of the Superintendent, and on motion of Mr. Sande, seconded by Mrs. Cali, the Board of Education approved to **increase the substitute pay of Eric Procknal, Uncertified Long-Term Substitute Physical Education Teacher, from \$80.00 per day to \$100.00 per day, effective retroactively to his initial date of hire, November 9, 2017.**

Carried unanimously: 6:0:0

Increase Pay of Uncertified LT Substitute Teacher – Angela (Erin) Comstock

Upon the recommendation of the Superintendent, and on motion of Mr. Sande, seconded by Mrs. Cali, the Board of Education approved to **increase the substitute pay of Angela (Erin) Comstock, Uncertified Long-Term Substitute Food Service Teacher, from \$80.00 per day to \$100.00 per day, effective retroactively to her initial date of hire, January 29, 2018.**

Carried unanimously: 6:0:0

Personnel

Resignations/Terminations

Resignation – Teacher Aide for Purpose of Reappointment

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by M. Sande, the Board of Education accepted the **resignation from Melissa Bell as Teacher Aide, effective March 14, 2018, for the purpose of reappointment as Registered Behavior Technician, as presented.**

Carried unanimously: 6:0:0

Appointments

Middle School Team Leader

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mrs. Shellenbarger, the Board of Education appointed **Holly Zuger as Middle School Team Leader** at Randolph Campus for the remainder of the 2017-18 school year, to cover the vacancy created by Liane Martonis, effective on March 15, 2018. **She will be paid at the pro-rated first year rate, per contract, as presented.**

Carried unanimously: 6:0:0

Art Teacher

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Mr. Sande, the Board of Education appointed **Bethany Hall who holds a New York State initial Certificate, permitting her to teach in the Visual Arts certification area, is hereby conditionally appointed to the position of Art Teacher in the Art education tenure area for a probationary appointment of four years to commence on April 9, 2018 and to end on April 8, 2022 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: 6:0:0

Substitute School Nurse

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Mr. Sande, the Board of Education approved **Brittany Gates as a Substitute Registered School Nurse, effective upon receipt of her fingerprint clearance. She will be paid at the substitute registered school nurse rate of \$100 per day, as presented.**

Carried unanimously: 6:0:0

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Registered Behavior Technician

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Mrs. Cali, the Board of Education **appointed Melissa Bell to the Civil Service Probationary Appointment as a Registered Behavior Technician, effective March 15, 2018, with a probationary period of eight (8) weeks to commence on the effective date through May 9, 2018. She will be paid at a rate of \$16.55 per hour, with hours of 8:00 a.m. to 3:00 p.m.,** as outlined in the collective bargaining agreement between the Board of Education and the Randolph Academy Support Staff Association, as presented.

Carried unanimously: 6:0:0

Physical Education Teacher

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Dr. Olczak, the Board of Education **appointed Gregory Jaszka who holds a New York State Professional Certificate, permitting him to teach in the Physical Education certification area, is hereby conditionally appointed to the position of Physical Education Teacher in the Physical Education tenure area for a probationary appointment of three years to commence on April 16, 2018 and to end on April 15, 2021, 2021 dependent on receiving APPR ratings of effective or highly effective in 2 of 3 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 9 of the pay scale, as presented.**

Carried unanimously: 6:0:0

Leaves

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

| <u>Employee</u> | <u>Type</u> | <u>Begin Date</u> | <u>Term</u> |
|-----------------|-------------|-------------------|-------------|
| #1 | FMLA | 1/11/18 - TBD | Continuous |

Carried unanimously: 6:0:0

Amend FMLA Leave Date

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Mrs. Cali, the Board of Education approved to **amend the motion made on February 28, 2018 approving an FMLA leave for employee #409 to begin on April 19, 2018 to the amended date of April 9, 2018, as presented.**

Carried unanimously: 6:0:0

NYSED Capital Project Application - Randolph Campus Playground

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mrs. Henry, the Board of Education authorized **submission of the NYSED Capital Construction/Renovation Project Application Packet for Project #04-30-11-02- 0-001-004 for Site Work and Playground Installation at Randolph Campus.**

***Full document is available in the District office for review.
Budget was set at committee meeting, held prior to this board meeting, at \$285,000.**

Carried unanimously: 6:0:0

Old Business

None

New Business

Fundraising Events

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

| <u>Club</u> | <u>Event</u> | <u>Date of Sales</u> |
|--------------|---------------------------|----------------------|
| Pathfinders | Pennies for Patients | 3/15 - 3/28/18 |
| Senior Class | Little Caesars Pizza Kits | 4/9 - 4/23/18 |

Carried unanimously: 6:0:0

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Correspondence

March Parent Letters
Randolph Campus Fashion Show Report
Invitation to Hamburg Campus Fashion Show on March 28th @ 11:30 am.

Public Participation

None

Executive Session

On motion of Mrs. Cali, seconded by Mr. Sande, to enter into **executive session at 4:54 p.m.** for the following reasons:

- **Discussions related to collective negotiations**
- **Discussions related to the lease of property**

Carried unanimously: 6:0:0

Returned to Public Session @ 5:31 p.m.

Adjournment

The meeting was **adjourned @ 5:31 p.m.** on motion of Mrs. Cali, seconded by Mr. Sande.

Carried unanimously: 6:0:0

Next BOE meeting to be held on **Tuesday, April 17, 2018 @ 3:30 p.m. at Randolph Campus.**

Respectfully submitted,



Tina Rogers, District Clerk