

*Randolph Academy Union Free School District*  
*Board of Education Meeting*

**June 13, 2018**

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

The mission of the Randolph Academy is to Support, Empower, and Educate a diversity of learners to develop positive attitudes and responsible behaviors. All students will be accountable for gaining the knowledge and skills necessary for becoming life-long learners, enabling successful transition back into their home school and full participation in society.

**Calendar:**

**BOE Meeting – June 13, 2018 - @ 3:30 p.m. – Randolph Campus**  
**RAPA Negotiations – June 19, 2018 @ 3:30 p.m. – Randolph Campus**  
**Graduation – June 21, 2018 @ 1 p.m. – Hamburg Campus**  
**Graduation – Jun 21, 2018 @ 6 p.m. – Randolph Campus**  
**ACASB School Boards Reception – June 25, 2018 @ 6 p.m. – Olean, NY**

**AGENDA**

**LOCATION: Randolph Campus, District Board Room 3:30 p.m.**

Meeting called to order \_\_\_\_\_ A.M. /P.M. With \_\_\_\_\_ presiding.

<b>1. Roll Call</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>	<b>Late Arrival</b>
Mary Myers, President	_____	_____	_____	_____
Lea Anne Cali, Vice President	_____	_____	_____	_____
Brad Sande	_____	_____	_____	_____
Ruth Henry	_____	_____	_____	_____
Leslie Shellenbarger	_____	_____	_____	_____
Reverend Leslie Latham	_____	_____	_____	_____
Dr. Robert Olczak	_____	_____	_____	_____
District Clerk: Tina Rogers	_____	_____	_____	_____
District Treasurer: Regina Sheldon	_____	_____	_____	_____
Lori DeCarlo: Superintendent	_____	_____	_____	_____
Richard Weikel: Principal – Randolph Campus	_____	_____	_____	_____
John Kwietniewski: Principal – Hamburg Campus	_____	_____	_____	_____
Cynthia Johnson: Acting Principal	_____	_____	_____	_____
Dr. Mary Pauly: District Administrator	_____	_____	_____	_____
David DiTanna: CPA	_____	_____	_____	_____

**Guests/Reporters:**

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**2. Pledge of Allegiance**

**3. Review Board Calendar**

**4. Acceptance of the Agenda & Minutes**

**4.1** Superintendent recommends the Board of Education approve the **Agenda** for **June 13, 2018**.

**4.2** Superintendent recommends the Board of Education approve the **Minutes** for **May 23, 2018**.

\_\_\_\_\_ moved to approve **4.1 & 4.2**. Seconded by \_\_\_\_\_ Aye \_\_\_ Nay \_\_\_ Abstain \_\_\_ Accepted/Rejected

**5. Reports**

**5.1 Board News & Comments**

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**5.2 Superintendent's Reports**

**5.2.1 General Program Update**

**5.2.2 Capital Project Update**

**5.3 Principal's Report**

**5.3.1 Behavior & Attendance Reports**

**5.4 Treasurer's Report**

**5.4.1 Bank Reconciliation Statements**

**5.4.2 Trial Balances**

**5.4.3 Accounts Receivable**

**5.4.4 Breakfast/Lunch Program**

**5.4.5 Budget Status Report**

**5.4.6 Care Days Report**

**5.4.7 Claims Auditor's Report on Warrant – *Signed copies will be available at the table***

**5.4.8 Budget Expenditures**

**5.5 Fundraising Reports**

**5.5.1 Pathfinders Club fundraiser for the Lymphoma and Leukemia Society**

**6. Financial**

**6.1 Risk Management Consulting Services – *Informational Only***

**6.2 ESI Group Renewal Contract – EAP Services**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves a **renewal contract with the ESI Group for the employee assistance program (EAP), during the period of July 1, 2018 through June 30, 2019, at a cost of \$3,472.56, as presented.**

**Motion approved/rejected**

Aye \_\_\_\_ Nay \_\_\_\_ Abstain \_\_\_\_

Carried:

**6.3 2018-19 Guardian Dental/Vision Renewal Rates**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves the **2018-19 Guardian Dental/Vision renewal rates, as presented.**

**Motion approved/rejected**

Aye \_\_\_\_ Nay \_\_\_\_ Abstain \_\_\_\_

Carried:

**6.4 2018-19 Annual Budget**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves the adoption of the **2018-19 general fund budget in the amount of \$9,300,000.**

**Motion approved/rejected**

Aye \_\_\_\_ Nay \_\_\_\_ Abstain \_\_\_\_

Carried:

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**6.5 Budget Transfer to Food Service Fund**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves a **budget transfer of \$87,000 from the general fund to the food service fund for the fiscal year ended June 30, 2018**. The transfer represents amount required to cover costs of operations not supported by food service revenue in the amount of \$67,000, along with \$20,000 associated with the replacement of freezer/cooler units at both the Randolph and Hamburg Campus.

**Motion approved/rejected**

Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_  
Carried:

**6.6 Budget Transfers to Capital Projects Funds**

Upon recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves the **transfer of \$285,000 (from the general fund to the capital projects fund related to the Randolph Campus project for the fiscal year ended June 30, 2018. The transfer will be recorded as an interfund expenditure (account A9950.900 – transfer to capital projects fund) in the general fund and interfund revenue (account 5031.000 – transfer from the general fund) in the capital projects fund**. Funds transferred will be utilized to pay for equipment costs for the playground of approximately \$\_\_\_\_\_ which is considered direct-care expenditures, along with site work necessary for the playground. The District anticipates awarding the playground contract at its \_\_\_\_\_ Board meeting.

Upon recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves the **recording of expenditures related to site work and other non-equipment related costs in 2017-18 associated with the Hamburg Campus playground up to the amount of \$30,250.41 in the general fund effective for the fiscal year ended June 30, 2018**. The amount expended in the general fund will be determined after June 30, 2018 as the District considers its impact on the both non-direct and total cost screens. Any amount associated with such site work and other related costs not expended in the general fund, will be expended in the capital project fund utilizing the former Hopevale UFSD carryover funds.

**Motion approved/rejected**

Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_  
Carried:

**6.7 Building Aid Repayment**

Upon recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves **paying building aid due to the NYS State Education Department in the amount of \$57,788 of which \$23,060 will be repaid from the general fund and \$34,728 repaid from the capital project fund**.

**Motion approved/rejected**

Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_  
Carried:

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**6.8 HRI Commercial Foodservice- Freezer/Cooler Units**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves the following purchases for **freezer/cooler units, and related costs, from HRI Commercial Foodservice, for a total cost of \$9,996.65, as presented:**

- **1 Freezer Condenser Unit for Walk-In Freezer @ \$2, 794.67**
- **1 Freezer Evaporator Unit for Walk-In Freezer @ \$1,203.61**
- **1 Cooler Condenser Unit for Walk in Cooler @ \$1,795.16**
- **1 Cooler Evaporator Unit for Walk in Cooler @ \$808.19**
- **1 Removal of old systems & Installation to all new systems @ \$3,095.02**
- **Freight Cost @ \$300.00**

**Motion approved/rejected**

Aye \_\_\_\_ Nay \_\_\_\_ Abstain \_\_\_\_  
Carried:

**6.9 GameTime - Playground Equipment**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves the purchase of **picnic tables and benches from GameTime, for a cost of \$ \_\_\_\_\_, as presented.**

**Motion approved/rejected**

Aye \_\_\_\_ Nay \_\_\_\_ Abstain \_\_\_\_  
Carried:

**6.10 2018 RAN Resolution**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves the following **Revenue Anticipation Note Resolution:**

**- Resolution will be available at the table -**

**Motion approved/rejected**

Aye \_\_\_\_ Nay \_\_\_\_ Abstain \_\_\_\_  
Carried:

**6.11 School Vehicle Purchase**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education approves the purchase of **one (1) 2018 Dodge Grand Caravan from the NYS Office of General Services, bid #PC67945, at a cost of \$23,075.00, as presented.**

**Motion approved/rejected**

Aye \_\_\_\_ Nay \_\_\_\_ Abstain \_\_\_\_  
Carried:

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**7. Personnel**

**7.1 Resignations/Terminations**

**7.1.1 Teacher Aide Resignation**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education **accepts the resignation from Michael Hays, Teacher Aide, effective June 5, 2018, as presented.**

**Motion approved/rejected**

Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_  
Carried:

**7.1.2 Special Education Teacher Resignation**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education **accepts the resignation from Chelsea Wiechec, Special Education Teacher, effective August 17, 2018, with health benefits to cease on August 31, 2018, as presented.**

**Motion approved/rejected**

Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_  
Carried:

**7.1.3 Special Education Teacher Retirement**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education **accepts the resignation, for the purpose of retirement, from Megan Casey, Special Education Teacher, effective August 29, 2018, with health benefits to cease on August 31, 2018, as presented.**

**Motion approved/rejected**

Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_  
Carried:

**7.1.4 Resignation Agreement**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education **accepts the resignation agreement executed by Jason Bussman and the Randolph Academy Professional Association, and directs the Superintendent to execute on behalf of the District, as presented.**

**Motion approved/rejected**

Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_  
Carried:

**7.2 Appointments**

**7.2.1 Summer School ELA Teacher**

Upon the recommendation of the Superintendent, and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education **appoints \_\_\_\_\_ to the 2018 Summer School position as FTE ELA Teacher, to commence on July 9, 2017 through August 17, 2018, and will be paid at the Step \_\_\_\_\_ rate of pay, as presented.**

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**Motion approved/rejected**

Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_  
Carried:

**7.3 Leaves** – No Items

**8. Old Business** – No Items

**9. New Business**

**9.1 Family Facilitator – Informational Only**

**9.2 2018 Reorganizational Meeting – Discussion Item**

**10. Correspondence**

**10.1 Parent Letter**

**11. Public Participation**

**12. Executive Session - if needed**

**12.1** Moved to approve \_\_\_\_\_ and seconded by \_\_\_\_\_ to enter into Executive Session at \_\_\_\_\_ p.m. for the following reason:

**Reasons for Executive Session:**

**This list is provided as a reference for the BOE President. When Executive Session is called, the President will circle the appropriate reason and add any appropriate details:**

Discussions regarding proposed, pending or current litigation

Employment matter of a particular person or corporation

Matters leading to the appointment, employment, promotion, demotion, discipline or removal of a particular person or corporation

Discussions related to collective negotiations

Discussions related to the acquisition of property

**Returned to Public Session at \_\_\_\_\_ p.m.**

**13. Adjournment**

There being no further business, \_\_\_\_\_ moved that the meeting be adjourned and the next regular meeting be held at **Randolph Campus on Wednesday, July \_\_\_\_\_, 2018 at 3:30 p.m.**, seconded by \_\_\_\_\_ and carried \_\_\_\_\_ at \_\_\_\_\_ p.m.