

Randolph Academy Union Free School District
Board of Education Meeting
June 28, 2017

Location: Randolph Campus @ 3:00 p.m.
With Video Participation at Hamburg Campus

Calendar:

BOE Reorganizational Meeting - July 12, 2017 @ 3:00 p.m. - Randolph Campus
Board Retreat - July 24, 2017 @ 9:00 a.m. - Cherry Creek Inn
BOE Meeting - July 26, 2017 @ 3:00 p.m. - Randolph Campus
BOE Meeting - August 9, 2017 @ 3:00 p.m. - Randolph Campus
BOE Meeting - August 23, 2017 @ 3:00 p.m. - Randolph Campus

MINUTES - Unofficial

The **REGULAR MEETING** of the Randolph Academy Union Free School District was called to order at **3:02 p.m.** on **June 28, 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, Ruth Henry, Leslie Shellenbarger (3:08)

Administrators and District Officials: Lori DeCarlo – Superintendent, John Kwietniewski – Principal, Tina Rogers – District Clerk, David DiTanna - CPA
*Video participation at Hamburg Campus

Board Members Absent:

Board Members Excused: Rev. Leslie Latham, Andre Riley

Administrators and District Officials Absent:

Administrators and District Officials Excused: Richard Weikel, Cynthia Johnson, Regina Sheldon

Guests/Reporters: None

Review of the Board Calendar

President Myers reviewed the board calendar

Acceptance of the Agenda & Minutes

Upon the recommendation of the Superintendent, the Board of Education approved the **Agenda for June 28, 2017, with additions of 7.1.2, 7.2.3, 7.2.4, 7.2.5, 9.3, 9.4, and the Minutes for June 14 & 21, 2017.**

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

Carried unanimously: 4:0:0

Reports

Board News & Comments

Mrs. Henry asked the board to confirm their availability to attend the board retreat on July 24th at the Cherry Creek Inn. President Myers asked if any member would be interested in attending the NYSSBA Conference in Lake Placid.

Both, Mrs. DeCarlo and Mr. Sande will attend.

Mr. Sande reported on attending a reception held by NYSSBA on June 26th in Olean, NY. He reports that NYSSBA has offered to make school promotional videos, if requested, on activities or special events that take place within your school district. Mr. Sande suggested having a promotional video made on our new food truck. Mr. Sande also reported on Advocacy alerts and asked the board to follow-up with letters to our Senator and Congressman on saving possible cuts made to Title I & II funding.

Leslie Shellenbarger entered meeting (3:08)

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Executive Session (1)

On motion of Mrs. Cali, seconded by Mrs. Shellenbarger, to enter into **executive session at 3:22 p.m.** for the following reasons:

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

Carried unanimously: 5:0:0

Returned to Public Session @ 3:50 p.m.

Mrs. DeCarlo stepped out of meeting (3:50)

Superintendent's Report

No report

Principal's Report

Mr. Kwietniewski reviewed behavior and attendance reports for the month of May from Hamburg Campus. Both, Randolph & Hamburg Campus reports, were included in the board packet.

Treasurer's Report

Dave DiTanna reviewed financial reports.

Fundraising Reports

No reports

Financial

2017 Summer Junior Golf Camp

Upon the recommendation of the Superintendent, and on motion of Mr. Sande, seconded by Mrs. Cali, the Board of Education **approved in sending ten students to participate in the 2017 Summer Junior Golf Camp at Concord Crest Golf Course on July 24-27, for a total cost of \$500.00, as presented.**

Carried unanimously: 5:0:0

Window Bid

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Mrs. Henry, the Board of Education **awards the Capital Project Window Bid to Window Specialist for a total project cost of \$308,000.00, as presented.**

Carried unanimously: 5:0:0

Personnel

Resignations/Terminations

Resignation - School Lunch Cook

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mr. Sande, the Board of Education **accepted the resignation of Carol Barbalato, School Lunch Cook, effective August 18, 2017, as presented.**

Carried unanimously: 5:0:0

Resignation - Keyboard Specialist

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mrs. Henry, the Board of Education **accepted the resignation of Kimberly Hoch, Keyboard Specialist, effective July 12, 2017, as presented.**

Carried unanimously: 5:0:0

Mrs. DeCarlo re-entered meeting (4:24)

Executive Session (2)

On motion of Mrs. Shellenbarger, seconded by Mr. Sande, to enter into **executive session at 4:25 p.m.** for the following reasons:

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

Carried unanimously: 5:0:0

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Returned to Public Session @ 4:33 p.m.

Appointments/Other

2016-17 Salary Adjustment for Confidential & Management Employees

Upon the recommendation of the Superintendent, and on motion of Mr. Sande, seconded by Mrs. Cali, the Board of Education approved a \$1,000.00 retroactive salary adjustment for the 2016-17 school year, for the following ten employees:

**Richard Weikel.....Principal-Randolph Campus
John Kwietniewski.....Principal-Hamburg Campus
Cynthia Johnson.....Director of Curriculum
Brian Fleischmann.....Information Systems Administrator
Ralph Shellenbarger....Director of Facilities II
Joseph Walker.....Cook-Manager
Regina Sheldon.....Account Clerk/Treasurer
Tina Rogers.....Secretary to the Superintendent
Sandra Catalano.....Clerk Typist
Janise Rhoades.....Keyboard Specialist**

Mrs. Shellenbarger discloses conflict of interest

Carried unanimously: 5:0:0

Year-End Advisor Reports – Informational Only

Reports were included in the board packet for review

Amend Summer School Appointment

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mr. Sande, the Board of Education amended the previous summer school appointment made on May 24, 2017 of Laura Anderson as Food Service Helper. Laura's 2017 summer school appointment is as School Lunch Cook, with work hours of 7:30 a.m. to 1:00 p.m.

Carried unanimously: 5:0:0

Authorize MOA for Principal-Hamburg Campus

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Mrs. Henry, the Board of Education approved a Memorandum of Agreement between the District and John Kwietniewski, Principal-Hamburg Campus, to convert fifteen unused vacation days into sick days, as specified, and directs the Board President to execute the MOA on behalf of the District, as presented.

Carried unanimously: 5:0:0

2017-18 Salary Increases for Confidential & Management Employees

Upon the recommendation of the Superintendent, and on motion of Mrs. Henry, seconded by Mr. Sande, the Board of Education approved a 5% increase to the 2017-18 salary, on the adjusted 2016-17 salary, for the following nine employees:

**Richard Weikel.....Principal-Randolph Campus
John Kwietniewski.....Principal-Hamburg Campus
Brian Fleischmann.....Information Systems Administrator
Ralph Shellenbarger....Director of Facilities II
Joseph Walker.....Cook-Manager
Regina Sheldon.....Account Clerk/Treasurer
Tina Rogers.....Secretary to the Superintendent
Sandra Catalano.....Clerk Typist
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Mrs. Shellenbarger discloses conflict of interest

Carried unanimously: 5:0:0

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Old Business

None

CSE Recommendations

Upon the recommendation of the Superintendent, and on motion of Mrs. Shellenbarger, seconded by Mrs. Cali, the Board of Education **approved the CSE recommendations, as presented.**

Carried unanimously: 5:0:0

Policy Revisions

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

<u>Policy #</u>	<u>Name</u>
5410	Purchasing: Competitive Bidding and Offering
5411	Procurement of Goods and Services
5660	School Food Service Program (Lunch and Breakfast)
7330	Searches and Interrogations of Students
7615	Preferral Intervention Strategies
8261	Parental Notice of Right to Receive Information Regarding- Professional Qualifications of Teachers
8280	Instruction for English Language Learners

Mr. Sande thanked Mrs. Myers for all her work on the policies

Carried unanimously: 5:0:0

Reorganizational Meeting Date

Upon the recommendation of the Superintendent, on motion of Mrs. Cali, seconded by Mr. Sande, the Board of Education **approved the date of the annual reorganizational meeting for July 12, 2017 at 3:00 p.m**

Carried unanimously: 5:0:0

Resignation of Board Member

Upon the recommendation of the Superintendent, and on motion of Mrs. Cali, seconded by Mrs. Shellenbarger, the Board of Education **accepted, with regret, the resignation of board member, Andre Riley, as presented.**

Mrs. DeCarlo thanked Andre for his service

Carried unanimously: 5:0:0

Correspondence

None

Public Participation

None

Adjournment

The meeting was **adjourned at 4:47 p.m.** on motion of Mrs. Shellenbarger, seconded by Mrs. Henry.

Carried unanimously: 5:0:0

Next BOE meeting to be held on **Wednesday, July 12, 2017 @ 3:00 p.m. at Randolph Campus.**

Respectfully submitted,



Tina Rogers, District Clerk