

**Randolph Academy Union Free School District
Board of Education Meeting
August 22, 2018**

**Location: Randolph Campus @ 3:00 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:

New Board Member Training – August 24 & 25 @ 8:30 a.m. – Sheraton, Niagara Falls, NY
Leadership Retreat – August 27 @ 9 a.m. – Myers' Residence
Opening Staff Day/Meet & Greet – August 30 @ 12 p.m. – Hamburg Campus
BOE Meeting/Welcome Back Reception – September 26 @ 2:30 p.m. – Randolph Campus
ACASB Fall Dinner Meeting – September 27 @ 5:30 p.m. – Moonwinks, Cuba, NY

AGENDA

LOCATION: Randolph Campus, District Board Room 3:00 p.m.

Meeting called to order _____ A.M. /P.M. With _____ presiding.

1. Pledge of Allegiance

2. Roll Call

	Present	Absent	Excused	Late Arrival
Mary Myers, President	_____	_____	_____	_____
Lea Anne Cali, Vice President	_____	_____	_____	_____
Brad Sande	_____	_____	_____	_____
Ruth Henry	_____	_____	_____	_____
Leslie Shellenbarger	_____	_____	_____	_____
Dr. Robert Olczak	_____	_____	_____	_____
Gregory Hawk	_____	_____	_____	_____
District Clerk: Tina Rogers	_____	_____	_____	_____
District Treasurer: Regina Sheldon	_____	_____	_____	_____
Lori DeCarlo: Superintendent	_____	_____	_____	_____
Dr. Mary Pauly: Principal – Randolph Campus	_____	_____	_____	_____
John Kwietniewski: Principal – Hamburg Campus	_____	_____	_____	_____
Cynthia Johnson: Director of Curriculum	_____	_____	_____	_____
David DiTanna: CPA	_____	_____	_____	_____

Guests/Reporters:

3. Review Board Calendar

4. Oath of Office: Lea Anne Cali, Gregory Hawk

5. Acceptance of the Agenda & Minutes

5.1 Superintendent recommends the Board of Education approve the **Agenda** for **August 22, 2018**.

5.2 Superintendent recommends the Board of Education approve the **Minutes** for **July 11, 2018**.

_____ moved to approve **5.1 & 5.2**. Seconded by _____ Aye _____ Nay _____ Abstain _____ Accepted/Rejected

6. Reports

6.1 Board News & Comments

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6.2 Superintendent's Reports

6.2.1 General Program Update

6.2.2 Staffing Overview

6.2.3 Restorative Justice Update

6.3 Principal's Report

6.3.1 Behavior & Attendance Reports

6.3.2 2017-18 Health Services Report – Informational only

6.4 Treasurer's Report

6.4.1 Bank Reconciliation Statements

6.4.2 Trial Balances

6.4.3 Accounts Receivable

6.4.4 Breakfast/Lunch Program

6.4.5 Budget Status Report

6.4.6 Care Days Report

6.4.7 Claims Auditor's Report on Warrant

6.4.8 Budget Expenditures

6.4.9 Budget Transfers

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **budget transfers, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____

Carried:

6.5 Fundraising/Club Reports

6.5.1 Pathfinders/Timberwolves Club: Summer School Reports – Informational only

7. Financial

7.1 Toshiba Business Solutions

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves **monthly maintenance and supplies for the copier machines for the 2018-19 school year from Toshiba Business Solutions at a cost of \$15,000.00, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____

Carried:

7.2 Affinity Rehabilitation: Speech Language Services

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **agreement for speech language services from Affinity Rehabilitation to commence on September 1, 2018 through June 30, 2019 at a cost of \$27,000.00, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____

Carried:

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7.3 Bridge-It: Professional Development Services

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves **professional development services for the 2018-19 school year from Bridge-It, at a cost of \$3,000.00, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

7.4 NewEgg: Technology Equipment & Supplies

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves **technology equipment and supplies through NewEgg for the 2018-19 school year at a cost of \$10,000.00, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

7.5 Ronco: Service Agreement

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves a **one year service agreement from Ronco for the phone system, clocks and paging system at Hamburg Campus, effective July 1, 2018 – June 30, 2019, at a cost of \$1,600.00, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

7.6 Maplevale Farms: Two Dishwashers

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **purchase of two dishwashers from Maplevale - Farms at a cost of \$15,578.00, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

7.7 Bezac: Convection Oven

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **purchase of a convection oven from Bezac Equipment at a cost of \$5,918.13, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

7.8 HRI: Hot Food Portable Buffet

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **purchase of a hot food portable buffet from HRI Commercial Foodservice at a cost of \$4,212.85, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
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7.9 HRI: Increase Amount to Freezer & Cooler Purchases

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves to **increase the cost previously approved for the purchase of two walk-in freezer cooler units, as presented.**

PO# 170328 - from \$7,115.75 to \$7756.05 (Randolph Campus)

PO# 170334 - from \$10,202.84 to 10,502.84 (Hamburg Campus)

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8. Personnel

8.1 Resignations

8.1.1 Monica Bull - Math Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the resignation from Monica Bull, Math Teacher, effective August 25, 2018, with health benefits to cease on August 31, 2018, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.1.2 Emily Foy - Internal Suspension Aide

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the resignation from Emily Foy, Internal Suspension Aide, effective August 26, 2018, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.1.3 Daniel Lemk - Transportation Supervisor

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the resignation from Daniel Lemk, Transportation Supervisor, effective August 14, 2018, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.1.4 Dollene Christopher - Social Studies Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the resignation from Dollene Christopher, Social Studies Teacher, effective September 13, 2018, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

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8.1.5 Christine Hatfield – Retirement Plan

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the letter of intent to retire from Christine Hatfield, effective on June 30, 2021, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.1.6 Kevin Emley – Physical Education Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the resignation from Kevin Emley, Physical Education Teacher, effective September 15, 2018, with health benefits to cease on September 30, 2018, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.2 Appointments

8.2.1 Robert Klepp – Special Education Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints Robert Klepp, who holds a New York State Initial Certificate permitting him to teach in the Students with Disabilities, Grades 7-12 certification area, is hereby conditionally appointed to the position of Special Education Teacher in the Students with Disabilities tenure area for a probationary appointment of four years to commence on August 29, 2018 and to end on August 28, 2022.** 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.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.2.2 John Swanson – Math Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints John Swanson, who holds a New York State Professional Certificate permitting him to teach in the Mathematics, Grades 7-12 certification area, is hereby conditionally appointed to the position of Mathematics Teacher in the Mathematics tenure area for a probationary appointment of four years to commence on August 29, 2018 and to end on August 28, 2022.** 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 7 of the pay scale, as presented.**

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Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.2.3 Joshua Whiteman – ELA Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints Joshua Whiteman, who holds a New York State Initial Certificate permitting him to teach in the English Language Arts, Grades 7-12**

certification area, is hereby conditionally appointed to the position of English Teacher in the English tenure area for a probationary appointment of four years to commence on August 29, 2018 and to end on August 28, 2022. 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 3 of the pay scale, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.2.4 Tori Carlson – Internal Suspension Aide

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints Tori Carlson to the probationary Civil Service position of Internal Suspension Aide, for a probationary period of one year to commence on August 30, 2018 through August 29, 2019. The starting salary will begin at \$13.55 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.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.2.5 Crystal Peelman – Teacher Aide

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints Crystal Peelman to the probationary Civil Service position of Teacher Aide, for a probationary period of one year to commence on August 30, 2018 through August 29, 2019. The starting salary will begin at \$12.30 per hour, 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.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

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8.2.6 Aubrey Dudek – Behavior Technician

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints Aubrey Dudek to the probationary Civil Service position of Behavior Technician, for a probationary period of one year to commence on August 30, 2018 through August 29, 2018. The starting salary will begin at \$17.25 per hour, with a work day of 8:00 a.m. – 3:00 p.m.,** as established in accordance with the negotiated agreement between the Board of Education and Randolph Academy Support Staff Association, as presented.

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.2.7 Sharon Reed – Teacher Aide

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints Sharon Reed to the probationary Civil Service position of Teacher Aide for a probationary period of one year to commence on August 30, 2018 through August 29, 2019. The starting salary will begin at \$12.80 per hour, 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.

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.2.8 Angela (Erin) Comstock – Teacher Aide

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints Angela (Erin) Comstock to the probationary Civil Service position of Teacher Aide for a probationary period of one year to commence on August 30, 2018 through August 29, 2019. The starting salary will begin at \$12.80 per hour, 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.

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8.2.9 Emily Foy – Substitute Teacher Aide/Internal Suspension Aide

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **approves Emily Foy as a Substitute Teacher Aide and Substitute Internal Suspension Aide, effective September 4, 2018. She will be paid at the substitute rate of \$10.40 per hour while working as a teacher aide and \$11.75 while working as an internal suspension aide,** as established in the substitute pay schedule, as presented.

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

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8.2.10 Patty Searle – Substitute Nurse

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **approves Patty Searle as a Substitute School Nurse, effective September 4, 2018. She will be paid at the substitute rate of \$100 per day and \$125 per day as a long-term substitute nurse, as established in the substitute pay schedule, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

9. Old Business – No Items

10. New Business

10.1 Coalition of Special Act Schools – Discussion Item

10.2 AmeriCorps Member

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **placement of an AmeriCorps member through the NY Community Mediation School Corps for the 2018-19 school year and authorizes funding in the amount of \$5,000, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

10.3 Drainage Easement

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **drainage easement granted by Randolph Academy to the Town of Hamburg, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

10.4 Field Trip Request

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves an **overnight field trip to Allegany State Park for up to Eight (8) students and four (4) staff members, including related costs, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

11. Correspondence

11.1 Notification Letter to Staff/Parents/Bus Drivers

12. Public Participation

13. Executive Session - if needed

13.1 Moved to approve _____ and seconded by _____ to enter into Executive Session at _____ p.m. for the following reason:

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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.

14. Adjournment

There being no further business, _____ moved that the meeting be adjourned and the next regular meeting be held at **Randolph Campus on Wednesday, September 26, 2018 at 3:30 p.m.**, seconded by _____ and carried _____ at _____ p.m.