

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

September 26, 2018

Location: Randolph Campus @ 3:15 p.m.
Video Participation available at Hamburg Campus

"Randolph Academy supports, empowers, and educates students to live safely, behave responsibly, treat all persons with respect, advance toward their goals, and succeed in the classroom."

Calendar:

BOE Meeting/Awards Reception – September 26 @ 2:30 p.m. – Randolph Campus
ACASB Fall Dinner Meeting – September 27 @ 5:30 p.m. – Moonwinks, Cuba, NY
Hamburg Campus Open House – October 2 @ 5-6:30 p.m.
Randolph Campus Open House – October 4 @ 5-6:30 p.m.
Timber Wolf Induction Ceremony – October 5 @ 9 a.m. – RCS Auditorium
BOE Meeting/Awards Reception – October 17 @ 2:30 p.m. – Hamburg Campus
NYSSBA Convention – October 25-27 - NYC

AGENDA

LOCATION: Randolph Campus, District Board Room 3:15 p.m. (following awards reception)

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. Acceptance of the Agenda & Minutes

4.1 Superintendent recommends the Board of Education approve the **Agenda** for **September 26, 2018**.

4.2 Superintendent recommends the Board of Education approve the **Minutes** for **August 22, 2018**.

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

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5. Reports

5.1 Board News & Comments

5.1.1 2018-19 Board Committee Assignments

5.1.2 State Appointment Letter/Oath of Office: Ruth Henry

5.2 Superintendent's Reports

5.2.1 General Program Update

5.2.2 Mentoring Survey Results - Informational Only

5.2.3 Technology Plan - Brian Fleischmann

5.3 Principal's Report

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

5.4.8 Budget Expenditures

5.5 Fundraising/Club Reports

6. Financial

6.1 Declare Kitchen Items Obsolete

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves in **declaring the following kitchen items as obsolete and turning the items into Caplan's in Waterford, PA for store credit of \$1,500.00, as presented:**

Obsolete Kitchen Items

Convection Oven

Double Door Reach-In Fridge

(2) Fryers

Table Top Grill

Cereal Containers

Warming Box

Ice Cream Freezer

Toaster

(2) Flour Bins

(2) Condiment Racks

4-Top Cooking Range

Motion approved/rejected

Aye ____ Nay ____ Abstain ____
Carried:

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6.2 Declare School Vehicles as Surplus & Authorize Resale

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves in **declaring four (4) school vehicles listed below as surplus and authorizes vehicle resale by Auctions International, as presented:**

Surplus Vehicles

2005 Chevrolet Van (Red) – VIN# 1GNDV03L55D233839

2007 Chevrolet Van (Maroon) – VIN# 1GNDU23197D126616

2005 Dodge Van (Blue) – VIN# 1D4GP24R25B373635

2011 Dodge Van (White) – VIN# 2D4RN4DG8BR795625

Motion approved/rejected

Aye _____ Nay _____ Abstain _____

Carried:

6.3 Auctions International Contract

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves a contract **with Auctions International, Inc., for the sale of educational institution assets, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____

Carried:

6.4 Snow Plowing Bid

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **bid for snow plowing services from _____, for a period of _____, at a cost of \$ _____, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____

Carried:

6.5 Tree Removal Bid

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **bid for tree removal services from _____, at a cost of \$ _____, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____

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6.6 Accept Donation from The Vintage Hairpin

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the donation of 37 new men's suites from The Vintage Hairpin, at a cost of \$2,775.00, as presented.**

Motion approved/rejected

Aye ____ Nay ____ Abstain ____
Carried:

6.7 Learning Sciences Contract

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **approves the 2018-19 Learning Sciences Renewal Contract for a cost of \$2,398.00, as presented.**

Motion approved/rejected

Aye ____ Nay ____ Abstain ____
Carried:

7. Personnel

7.1 Resignations

7.1.1 Caroline Heeter – Teacher Aide

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the resignation from Caroline Heeter, Teacher Aide, effective retroactively on August 22, 2018, as presented.**

Motion approved/rejected

Aye ____ Nay ____ Abstain ____
Carried:

7.1.2 Samantha D'Amaro – Elementary Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the resignation from Samantha D'Amaro, Elementary Teacher, effective September 27, 2018, with health benefits to cease on September 30, 2018, as presented.**

Motion approved/rejected

Aye ____ Nay ____ Abstain ____
Carried:

7.1.3 Nicole Marino – Special Education Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the resignation from Nicole Marino, Special Education Teacher, effective October 17, 2018, with health benefits to cease on October 31, 2018, as presented.**

Motion approved/rejected

Aye ____ Nay ____ Abstain ____
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7.1.4 Kailyn Tanski – Internal Suspension Aide

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **accepts the resignation from Kailyn Tanski, Internal Suspension Aide, effective September 17, 2018, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

7.2 Leaves

7.2.1 Medical/FMLA Leaves

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **following medical/FMLA leave requests, with the use of benefit and/or accumulated sick leave time during the period of medical disability, as presented:**

<u>Employee</u>	<u>Type</u>	<u>Begin Date</u>	<u>Term</u>
#1	Medical	8/7-11/30/18	Continuous
#283	Medical	9/21-11/5/18	Continuous
#185	FMLA	9/25-11/7/18	Continuous
#512	Medical	anticipated 11/20-1/2/19	Continuous

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

7.3 Appointments

7.3.1 Extra Duty Assignments

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the following **extra-duty assignments for the 2018-19 school year, at a stipend of \$500 each, as presented:**

Extra-Duty Assignments

TCI Trainer: Thomas Palcic

Fashion Show Coordinators: Susan Jackson & Rebecca Jaszka

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

7.3.2 Michael Fitzgerald – Social Studies Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints Michael Fitzgerald, who holds a New York State Initial Certificate permitting him to teach in the Social Studies, Grades 7-12 certification area, is hereby conditionally appointed to the position of Social Studies Teacher in the Social Studies tenure area for a probationary appointment of four years to commence retroactively 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

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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 2 of the pay scale, as presented.**

Motion approved/rejected

Aye ____ Nay ____ Abstain ____
Carried:

7.3.3 Scott Brown - Physical Education Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints Scott Brown, 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 four years to commence retroactively on September 17, 2018 and to end on September 16, 2022.** 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 5 of the pay scale, as presented.**

Motion approved/rejected

Aye ____ Nay ____ Abstain ____
Carried:

7.3.4 Jodi Brown - Long-Term Certified Substitute Teacher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **appoints Jodi Brown as a Long-term Certified Substitute Teacher to cover an approved elementary teacher leave of absence, effective November 26, 2018. She will be paid at the Step 1 rate of pay.**

Motion approved/rejected

Aye ____ Nay ____ Abstain ____
Carried:

7.3.5 Caroline Heeter - Substitute Teacher Aide/Internal Suspension Aide

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **approves Caroline Heeter as a Substitute Teacher Aide and Substitute Internal Suspension Aide, effective retroactively on 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 ____
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7.3.6 Amend Resignation Date of Dollene Christopher

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **amends the motion made on August 22, 2018 accepting the resignation of Dollene Christopher, Social Studies Teacher effective, September 13, 2018 to the amended effective date of August 27, 2018, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

7.3.7 Amend Contract of Joseph Walker, Cook Manager

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **amends the motion made on June 13, 2018 to include in the motion a 3% increase on the 2017-18 salary, plus the additional increase of \$1,808.00 for a total salary of \$40,742.00, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

7.3.8 Rochelle Fleischmann - Substitute Computer Facilitator

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education **approves Rochelle Fleischmann as a Substitute Computer Facilitator, effective following receipt of fingerprint clearance. She will be paid at the substitute rate of \$10.60 per hour, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

8. Old Business - No Items

9. New Business

9.1 2018-19 BOE Goals

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the **2018-19 Board Goals, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

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9.2 Fundraisers

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves the following **fundraising events, as presented:**

<u>Club</u>	<u>Event</u>	<u>Date of Sales</u>
Cosmetology (Hamburg Campus)	Salon & Spa Day	Throughout the school year
Cosmetology (Hamburg Campus)	Bottle/Can Drive	10/1-10/15/18
Cosmetology (Randolph Campus)	Dry Dip Mixes	October 2018
Senior Class (Randolph Campus)	Our Own Candle Co.	10/1-10/15/18
Timber Wolves	Yankee Candles	11/5-11/9/18
Timber Wolves	Jeans for Troops	11/7/18
Senior Class (Randolph Campus)	Cuba Cheese	11/12-11/26/18

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

9.3 Field Trip Request

Upon the recommendation of the Superintendent, and on motion of _____, seconded by _____, the Board of Education approves a **field trip to Niagara Falls, Maid of the Mist Tour on October 18, 2018 for the Timber Wolves, as a reward for positive academic and behavior achievements, to include 15 students and 4 staff, at a cost of \$345.60, as presented.**

Motion approved/rejected

Aye _____ Nay _____ Abstain _____
Carried:

10. Correspondence

- 10.1 Randolph Academy Shirts
- 10.2 October Parent Letters
- 10.3 Food Truck at Roswell Park

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

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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 **Hamburg Campus on Wednesday, October 17, 2018 at 3:15 p.m. (following awards reception)**, seconded by _____ and carried _____ at _____ p.m.