



Regular Board Meeting

Members Present: David Caccamise, Sylvester Cleary, Amy Drozdziel, Bruce Ellis, Michael LoManto, Stacey Mierzwa, Carol Woodward

Administration: Renee Garrett, Daniel Grande, Lindsay Marcinelli, Meaghan Matuszak

District Clerk - absent

Other: Karl Kofod, Michael Gajewski, Amanda Dedie - Observer

1. Call to Order

President Carol Woodward opened the meeting in the high school library at 5:00 pm and appointed Renee Garrett as Clerk of the Meeting.

2. Pledge to the Flag

3. Presentations

Meaghan Matuszak was thanked for her 1 1/2 years of service to the District as the School Business Administrator and wished well in her new job.

Resignation
Recognized

Sylvester Cleary requested a moment of silence in memory of Jared Woolley.

CCSBA Presentation

Sylvester Cleary, on behalf of the CCSBA, gave a presentation regarding their four point plan and thanked the Forestville Board of Education for their service.

4. Approval of Agenda

Sylvester Cleary made the motion, seconded by Michael LoManto to approve the agenda.

Agenda Approved

All voted yes.

5. Public Comment (Please limit comments to five minutes per person)

None

6. Supervisory Reports

Supervisory Reports

Lindsay Marcinelli announced that the Exceptional Effort Award is a new program that is being implemented in the Elementary School to build self-esteem. The award recognizes students who have demonstrated exceptional effort to make improvements in their academics or specific behaviors.



Daniel Grande shared the preliminary results for the ELA Regents with 20 out of 21 students scoring at mastery level.

Michael Gajewski reported that a new substitute driver has passed the road test, praised the snowplowing by the Town of Hanover, and talked about our fuel tanks.

Written reports were received from Athletics, Buildings and Grounds, and Cafeteria Departments.

7. Board Reports

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| Board Reports |
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Carol Woodward announced the following dates:

Board Workshop – February 11 at 9 am in the High School Library
Budget Committee meeting - February 28 at 5:00 in the High School Library
CCSBA Legislative Dinner, with speakers Senator Catharine Young and Assemblyman Andrew Goodell, - February 23 at Webb's
Senior Exit Interviews - March 7 & 8 with Sylvester Cleary, Bruce Ellis, Amy Drozdziel and Stacey Mierzwa.

The District Clerk and Claims Auditor Evaluation forms were given to the Board Members to be filled out and returned by March 2, 2017.

Stacey Mierzwa reported that the Staff Recognition Committee is continuing to work on their photo project and the next meeting would be February 15 at 3:30.

Michael LoManto reported that at the last meeting Carlie Polisoto was approved as the Deputy Claims Auditor and is in the process of being trained by Sharon Cervantes.

David Caccamise reported that the cafeteria consultant is coming on Monday to meet with Karen Giardina and then another Cafeteria Committee meeting will be scheduled.

Amy Drozdziel reported that the administrators are reviewing their portions of the policies.

Renee Garrett presented hornet paintings made by our students to the Board members as a gift of appreciation for their service. Mrs. Garrett reported that we are waiting for testing information from the state to proceed further on next year's calendar. She also notified the Board that they may participate in a Chautauqua County Health Network (CCHN) survey.

8. Discussion Items

None

9. Old Business

None



10. New Business Consent Agenda

Michael LoManto made the motion, seconded by David Caccamise, upon recommendation of the Superintendent to approve agenda items 10A-D:

A. Meeting Minutes

Approve the Board of Education Regular Meeting Minutes of January 12, 2017.

January Regular and Budget Meeting Minutes Approved

Approve the Budget Committee Meeting Minutes of January 26, 2017.

B. Financial Items

Treasurer's Reports Nov 2016 Approved

1) Treasurer's Report – November 2016 for all funds

Warrant & Claims Auditor Report Jan 2017 Approved

2) Warrant Summary Report and Claims Auditor Report – January, 2017

Budget Transfers Approved

3) Budget Transfers

| Transfer From | | Transfer To | | Amount | Reason |
|-----------------|---------|-----------------|---------------|------------|------------------------------------|
| A2250-470-00-40 | Tuition | A2250-472-00-40 | Tuition-Other | \$3,446.32 | Transfer to cover tuition expenses |

4) Approve Purchases:

Purchases Approved

MJ Mechanical Services Service, parts & labor \$3,520.61

C. Personnel

1) Approve the following resolution:

L. Marcinelli
Appointed
Elementary Principal
Effective 12/29/2016

Lindsay Marcinelli, who is initially certified in the School Building Leader area, is hereby appointed to a probationary position of Elementary Principal in the Building Principal tenure area for a probationary period of four years, commencing on December 29, 2016 and ending on December 28, 2020 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 2012 of Education Law, in order to be granted tenure, Ms. Marcinelli must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if Ms. Marcinelli receives an ineffective composite or overall rating in the final year of the probationary period, Ms. Marcinelli shall not be eligible for tenure at that time. Salary for the school year 2016-2017 is \$76,000, pro-rated accordingly based upon commencement of Ms. Marcinelli's probationary period.



- 2) Approve the MOA with Forestville Administrator's Association regarding the salary and appointment of Lindsay Marcinelli as Elementary Principal.

L. Marcinelli
Principal MOA
Approved

- 3) Accept the resignation of Lindsay Marcinelli as School Psychologist, effective December 28, 2016. This resignation is contingent on the approval of Ms. Marcinelli's appointment as Elementary Principal effective December 29, 2016.

L. Marcinelli School
Psychologist
Resignation
Accepted Effective
12/29/2016

- 4) Approve the following resolution:

Allyson Severyn, who holds provisional certification in the School Psychologist area, is hereby appointed to a probationary position in the School Psychologist tenure area for a probationary period commencing on September 1, 2016 and ending on August 31, 2020 (unless extended in accordance with the law) because Ms. Severyn is credited with 5 months of service in her capacity as a continuous long-term substitute for the District immediately prior to the probationary appointment. This expiration date is tentative and conditional only. Allyson Severyn shall receive a salary for school year 2016-17 based on Step A of FTA contractual rate plus 15 blocks of 3 graduate hours and a Master's.

A. Severyn
Appointed as 1.0
School Psychologist
Effective 9/1/2016

- 5) Approve the following resolution:

WHEREAS, the Board of Education passed a resolution on January 12, 2017 appointing Karl Kofod to a 1.0 FTE probationary position as a School Business Administrator in the Business Administration tenure; and

K. Kofod Appointed
School Business
Administrator
Effective 2/27/2017
and Extend
Transition Through
2/24/2017

WHEREAS, such resolution provided that Mr. Kofod's probationary period would commence at a date to be determined; and

WHEREAS, such resolution authorized Mr. Kofod to be present in the Forestville Central School District for the period beginning January 13, 2017 and ending February 6, 2017 in order to become acquainted with the District's finances and systems and to assist the District in ensuring an orderly transition from one business official to the next; and

WHEREAS, such resolution provided that Mr. Kofod be paid at the daily rate of \$345.00 for up to two days per week during the period beginning January 13, 2017 and ending February 6, 2017; and

WHEREAS, Mr. Kofod has provided the District with additional information regarding his availability; and

WHEREAS, the Board of Education wishes to specify the term of Mr. Kofod's probationary period and extend the period during which Mr. Kofod is authorized to be present in the Forestville Central School District prior to the effective date of his



probationary period in order to ensure an orderly transition from one business official to the next.

NOW THEREFORE, BE IT RESOLVED that the probationary period for Karl Kofod, who possesses a School District Business Leader certificate and has been appointed to a 1.0 FTE probationary position as a School Business Administrator in the Business Administration tenure area, shall begin on February 27, 2017 and conclude on February 26, 2021. The probationary period expiration date is tentative and conditional only.

BE IT FURTHER RESOLVED that the authorization for Karl Kofod to be present in the Forestville Central School District in order to become acquainted with its finances and systems and to assist the District in ensuring an orderly transition from one business official to the next shall be extended through February 24, 2017. Mr. Kofod shall be compensated for such work at a daily rate of \$345.00 up to two (2) days per week. The times and dates of such work shall be approved in advance by the Superintendent.

- 6) Appoint Renee Garrett to the following duties that were assigned to Meaghan Matuszak at the July 14, 2016 organizational meeting:

R. Garrett Appointed to Additional Duties

Purchasing Agent
Representative to Workers' Compensation
Sign payroll checks and other disbursements
Approve purchase orders up to \$2,000
Pay bills up to \$2,000.

- 7) Approve the Superintendent entering into a contract with Mary Ann Parisi-Wills, Senior Account Clerk, effective July 1, 2016 through June 30, 2017.

M. Parisi-Wills
Senior Account Clerk
Contract Approved
7/1/2016-6/30/2017

- 8) Approve the following resolution:

District employee, Mary Ann Parisi-Wills, who serves in the additional role of District Treasurer, shall be provided with a one-thousand (\$1,000) stipend for the 2016-2017 school year, retroactive to July 1, 2016, for her performance of the duties of District Treasurer.

District Treasurer
Stipend Approved
7/1/2016-6/30/2017

- 9) Establish a 10 month Special Education bus run to Randolph Academy for 5.25 hours per day effective January 9, 2017.

Bus Run Established
Effective 1/9/2017

- 10) Approve the following changes for Transportation Department Personnel:

Justin Ernst 5.25 hours effective January 9, 2017

Transportation Hours
Approved

- 11) Approve the establishment of the transition dates for the position of the 2016-17 Girls' JV Basketball coach: Lisa Szumigala's appointment will end on January 17, 2017 and Emily Schneider's appointment will begin

Coaches
Appointment Dates
Established



on January 18, 2017, with the appropriate pro-rated salaries in accordance with the FTA contract.

12) Approve the following substitutes:

- Zachary Jones – Uncertified Teacher – effective January 27, 2017
- Wendy Lord – Uncertified Teacher
- James LoManto - Bus Driver and Floater Monitor Aide - effective February 22, 2017
- Mateo Mendez – Uncertified Teacher – effective January 27, 2017
- Diane Polisoto – Certified Teacher
- Shane Powers – Bus Driver – pending successful completion of all requirements
- Jennifer Tampio – Bus Driver effective January 12, 2017

Substitutes Approved
Z. Jones, W. Lord, J. LoManto, M. Mendez, D. Polisoto, S. Powers, J. Tampio

13) Upon recommendation of the Superintendent, accept the retirement resignation of Judith E. Lucas, Floater Monitor Aide, effective April 3, 2017 as a Floater Monitor Aide.

J. Lucas Retirement Resignation Accepted Effective 4/3/2017

D. Other

- 1) Approve IEP Recommendations #1294, 6573, 1494, 7099
- 2) Approve the Senior Trip for the Class of 2017 to Boston, Massachusetts April 6 – April 8, 2017 with Melissa Press and Laurie Becker as the chaperones.
- 3) Approve the use of buses for any Extra-Curricular or Club Field Trips that the Superintendent deems necessary.
- 4) Add Lisa Emke to the Professional Development Committee established at the organizational meeting on July 14, 2016.
- 5) Approve the date change for the Budget Committee meeting from February 23 to February 28, 2017
- 6) Surplus the following items:
 - 1 - 8 x 10 rug, 25 - broken HS student desks

IEP Recommendations Approved

Class of 2017 Trip to Boston 4/6-4/8/2017 And Chaperones Approved

Bus Use Approved for Club Field Trips and Extra-Curricular Activities

PDP Committee Addition Approved

Budget Committee Meeting Changed to 2/28/2017

Surplus Items

All voted yes.

11. Proposed Executive Session

Sylvester Cleary made the motion, seconded by Stacey Mierzwa, to enter into Executive Session to discuss the medical, financial credit or employment history of particular persons or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of particular persons at 5:53 pm.



All voted yes.

Daniel Grande was present for part of the Executive Session.

12. Return to Regular Session

David Caccamise made the motion, seconded by Stacey Mierzwa, to return to regular session at 7:25 pm.

All voted yes.

13. Adjournment

Sylvester Cleary made the motion, seconded by Amy Drozdziel, to adjourn the meeting at 7:26 pm.

All voted yes.

14. Correspondence/Information

Club Advisor Reports
CASAC Survey

Renee Garrett
Clerk of the Meeting