



**Regular Board Meeting**

Members Present: Carol Woodward – President, David Caccamise, Amy Drozdziel, Mervin Fry, Michael LoManto, Michelle Merritt, Sylvester Cleary-joined at 5:39 PM.

Absent: None

Administration: Renee Garrett – Superintendent, Lindsay Marcinelli – Elementary Principal, Daniel Grande – MS/HS Principal, Jennifer Fitzgerald – District Treasurer

District Clerk: Kristin Irwin

Other: Janine Salzman

**Call to Order**

Carol Woodward opened the meeting in the high school library at 5:30 pm.

**Approval of Agenda**

Amy Drozdziel made the motion, seconded by Mervin Fry to approve the agenda.

Agenda Approved

All voted yes.

**Public Comment**

Janine Salzman

**Supervisory Reports**

Lindsay Marcinelli reported how they are just finishing the reading and math assessments. Lindsay gave a shout out to the teachers for doing some amazing stuff and the students are doing a great job too.

Dan Grande reported the teachers are really working harder than ever before. Dan stated that the January Regents exams have been cancelled. Dan reported that the 2020 Seniors will be receiving a USB full of pictures from the graduation ceremony. Dan thanked Mr. O’Leary and Mr. Murphy for their time on this project.

Written reports were received from Athletics, Technology, Cafeteria and the Transportation Departments.

**Board Reports**

Board Reports

President



Carol Woodward stated that Board Self-Evaluations have been handed out and are due back to Dave and Carol by the December Board meeting.

Carol Woodward stated the CCSBA meeting is on November 18<sup>th</sup> at the Chautauqua Harbor Hotel with Rick Timbs. Carol stated to RSVP to Kristin by November 11<sup>th</sup>.

Carol Woodward stated that the next CCSBA Legislative meeting is November 23<sup>rd</sup> at Cassadaga Valley.

#### **Committees**

Sylvester Cleary restated the information about the upcoming CCSBA dinner and Legislative meeting. Sylvester mentioned that he was a part of the Resolution Committee and there were 225 delegates that heard 27 resolutions. Sylvester stated 19 of the resolutions were adopted and the delegates elected new officers for 2021.

David Caccamise reported the Athletic Committee met and discussed how there is a lot of uncertainty still with what's happening with WNY athletics. David stated that at the meeting they discussed what teams are currently in session and how to get kids motivated to participate. The next meeting is February 24.

Amy Drozdziel reported on the following policies:

The committee reviewed policy # 5676 – Privacy and Security for Student/Teacher/Principal data, so no changes have been proposed. The policy outlines safeguards that are in place to protect all of our data. The committee also reviewed an updated sample of the Parents' Bill of Rights. The next meeting is December 16.

#### **Superintendent**

Renee reported it has been busy with a lot of Covid type situations. Renee reported that fall sports are wrapping up and winter sports are questionable. Renee not only commended the teachers, support staff and the administration but she stated that the nurses continue to be at the frontlines and are staying on top of everything. Renee reminded everyone the importance of wearing a mask and six feet of social distancing. Renee stated if you are sick, please to stay home and if you feel like you have symptoms to stay home so we can make sure to keep everyone else healthy.

#### **Discussion Items**

Christmas Cards were discussed.

Policies on the agenda for first readings: #5676, Parents' Bills of Rights, had no additional discussion.

#### **Old Business**

None

#### **New Business Consent Agenda**



David Caccamise made the motion, seconded by Michelle Merritt upon recommendation of the Superintendent to approve agenda items 10A-D.

**A. Meeting Minutes**

- 1) Approve the Board of Education Regular Meeting Minutes of October 1, 2020.
- 2) Approve the Board of Education of Special Meeting Minutes of October 13, 2020.

October Minutes  
Approved

July, August,  
September  
Treasurer Report  
Approved

**B. Financial Items**

- 1) Treasurer's Report – July 2020, August 2020, September 2020
- 2) Warrant Summary Report and Claims Auditor Report – October 2020
- 3) Extra-Curricular Reports – September 2020
- 4) Blanket Purchase Order

Warrant Summary  
and Claims Auditor  
Report Approved  
October 2020

Extra-Curricular  
Reports September  
Approved

Blanket Purchase  
Order Approved

Randolph Academy	Tuition	\$68,500.20
Erie 2 Self-Funded Workers' Comp Consort	Workers Comp Premiums	\$48,215.00

**5) Budget Transfers**

Transfer From:		Transfer To:		Amount	Reason
1620-400-03-41	Insurance	1910-410-03-40	Liability Insurance	\$ 24,622.00	Insurance costs need to be realigned to correct budget codes
2250-490-00-36	BOCES Program & Svs for SWD	2060-490-00-36	Research Planning Eval	\$ 16,682.00	BOCES - Increase in Services

**C. Personnel**

- 1) Appoint Amy Borden, who is permanently certified in Social Studies 7-12, to the non-probationary position of a long-term substitute for the Social Studies position that is encumbered by an absent teacher, Mrs. Rachel Elersic-Henry. This appointment is retroactive to September 1, 2020 and is anticipated to end on June 30, 2021. Miss Borden will be hired on Step C of the FTA contractual rate, which will be pro-rated.
- 2) Appoint Renee Garrett as Deputy Purchasing Agent for the 2020-21 school year.

A. Borden Appointed  
as Long Term Sub  
Effective 9/3/2019 –  
6/30/2020

Deputy Purchasing  
Agent Appointed

Substitute Removal



- 3) Remove the following names from the substitute list:

Stefanie Arocho  
Matt Ellis  
Brianna Elliot  
Katelyn Ludemann  
Casey Peglowski  
Daniel Vona

- 4) Approve the following substitutes:

Kayme Crowell – uncertified teacher effective November 2, 2020.  
Katie Kelley – uncertified teacher  
Russ Civileto – bus driver pending successful completion of all requirements

Substitutes  
Approved

**D. Other**

- 1) Approve the following IEP Recommendations #6773, 6821, 6765, 1446, 6710, 6790, 6348, 6617, 6772, 1446, 7098, 6276.
- 2) Accept the bids as recommended by Young and Wright Architectural for the Capital Outlay Project 2021.
- 3) Approve the District's response to the audit performed by Johnson Mackowiak and Associates LLP for the period July 1, 2019 – June 30, 2020.
- 4) The following Policies (1<sup>st</sup> reading) were reviewed by the Policy Committee and are being recommended to the Board of Education for approval on December 3, 2020. Policy #'s

IEP  
Recommendations

Capital Outlay  
Project 2021

Response to Audit  
7/1/2019-6/30/2020  
Approved

1<sup>st</sup> Reading Policies  
5676

5676 – Privacy and Security for Student, Teacher and Principal Data  
Parent's Bill of Rights

Donation Accepted

- 5) Accept the following donation:

United Way of Southern Chautauqua County    PPE Supplies    \$2000.00

- 6) Surplus the following items:

Surplus Items

Cardiac Science AED (Power Heart AED G3)    Model # 9300E-001    Serial # 349842

Cardiac Science AED (Power Heart AED G3)    Model #9300E-001    Serial # 351011

Cardiac Science AED Batteries (Power Heart AED G3)

2013 Bluebird Vision Diesel 65 passenger Bus (#123) – 55,558 miles

Various Lightbulbs



**Various Classroom Storage Cabinets**

Retention &  
Disposition Schedule  
for NY Local  
Government  
Records LGS-1

- 7) Adopt the following resolution revised/updated LGS-1;

RESOLVED, By the Forestville Board of Education of Forestville Central School that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein. FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

All voted yes.

Transportation  
Department Work  
Hours Approved

**Additional Personnel Item**

Sylvester Cleary made the motion, seconded by Mervin Fry to approve the following change in work hours for the Transportation personnel.

Yes: David Caccamise, Sylvester Cleary, Amy Drozdziel, Mervin Fry, Michelle Merritt, Carol Woodward Abstained: Michael LoManto No: None

It was carried.

**Proposed Executive Session**

Michael LoManto made the motion, seconded by Michelle Merritt to enter into executive session to discuss the employment history of particular persons or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal or particular persons at 6:00 pm.

All vote yes.

David Caccamise made the motion, seconded by Michael LoManto to return to regular session at 6:57 pm

All voted yes.

**Adjournment**

Michael LoManto made the motion, seconded by David Caccamise to adjourn the meeting at 7:38 pm.



All voted yes.

**Correspondence/Information**

BOCES – Annual Meeting & Component Vote Dates

Kristin Irwin  
District Clerk