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Regular Meeting Minutes April 7, 2022 5:30 PM

Regular Board Meeting

Members Present: Carol Woodward – President, Andrea Spengler, Amy Drozdziel, Michael LoManto, Mervin Fry, Sylvester Cleary, Michelle Merritt (arrived at 5:40 pm)

Administration: Renee Garrett – Superintendent, Daniel Grande – MS/HS Principal, Johnathan Perry – School Business Executive, Lindsay Marcinelli – Elementary Principal.

District Clerk: Kristin Irwin

Other: Scot Greenough, Kerrieann Pelletter, Kathryn Moore, Lindsey Ellis, Jamie Hebner, Jeanette Adamczak, Anna Galofaro, Dave Spann, Sandra Muck, Christy Muck, Ben Muck, Anthony Dolce-Dunkirk Observer

Call to Order

Carol Woodward called the meeting to order at 5:30 pm.

Pledge to the Flag

Proposed Executive Session

Merv Fry made the motion, seconded by Amy Drozdziel, to enter into executive session to discuss the employment history of a particular persons or matters leading to the appointment, employment, promotion, demotion, discipline, suspension or removal of a particular persons at 5:34 pm.

All voted yes.

Renee Garrett asked Lindsay Marcinelli, Dan Grande to join executive session.

Sylvester Cleary made the motion, seconded by Merv Fry to return to regular session at 6:29 pm.

Presentations

Middle School Band – Jay Hagen Summer Enrichment Program – Scot Greenough Chautauqua County Soil & Water – David Spann Introduction of New Cook/Baker – Sarah LoManto

Sarah LoManto introduced her new Cook/Baker, Melinda VanArsdale.

Approval of Agenda

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

Agenda Approved

All voted yes.

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

Lindsey Ellis

Supervisory Reports

Supervisory Reports

Dan Grande stated there is a movie day tomorrow. Mr. Grande stated that the MS/HS concert will take place on June 2nd. Mr. Grande reported that the NHS Induction Ceremony will be held at night on April 28th. Mr. Grande mentioned that a school play is being discussed but no solid date at this time.

Lindsay Marcinelli stated that PARP is back after break and the theme of it is "Read the Rainbow". Mrs. Marcinelli stated that permission slips for upcoming fieldtrips are coming home. Mrs. Marcinelli stated that the students went outside to do some reading and played with some chalk. Mrs. Marcinelli stated that they will be excited when the playground opens back up. Mrs. Marcinelli thanked the support staff for their continue hard work and willing to do whatever to help.

Written reports were received from Technology, Transportation, Building and Grounds and Athletics.

Board Reports

Board Reports

President

Carol Woodward reminded the Board of the following items:

- o BOCES Component Vote Date, April 27, 2022 6:30 pm via Zoom
- Committee Meetings
 - Audit April 20th at 4:30 pm via Zoom
 - Staff Recognition April 20th at 5:30 pm via Zoom
 - Policy April 29th at 9:00 am via Zoom
- Budget Hearing May 5, 2022 6:00 pm
- o Monthly Board Meeting May 5, 2022 6:30 pm
- CCSBA Honors Night May 26, 2022 SUNY Fredonia

Committees

Merv Fry gave an update of the Policy Committee. Mr. Fry stated that the committee reviewed Policy # 7132 and #6160.

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Superintendent

Renee Garrett stated that the Budget Newsletter will be coming out at the end of the month and there will be information regarding the Proposed Capital Project. Mrs. Garrett reported that there will be a Public Community Meeting that will have a presentation presented about the Proposed Capital Project. Mrs. Garrett thanked John Perry for his time here at Forestville and that he will be greatly missed.

Discussion Items

The following policy are on the agenda for first readings:

#6160 Professional Growth-Staff Development

Old Business

None

New Business Consent Agenda

Michael LoManto made the motion, seconded by Sylvester Cleary, upon recommendation of the Superintendent to approve the Meeting Minutes. All Voted Yes. Motion Carried March Meeting

A. Meeting Minutes

- 1) Approve the BOE Regular Meeting Minutes of March 10, 2022.
- 2) Approve the BOE Workshop Minutes of March 24, 2022.

Treasurer's Reports February 20212 Approved

Minutes Approved

Sylvester Cleary made the motion, seconded by Merv Fry upon recommendation of the Superintendent to approve the Financial Items. All Voted Yes. Motion Carried.

B. Financial Items

- 1) Treasurer's Report February 2022 for all funds.
- 2) Warrant Summary and Claims Auditor Report March 2022
- 3) Approve the Extra-Curricular Report February 2022
- 4) Purchases-none
- 5) Budget Transfers

Warrant Summary & Claims Auditor Reports March 2022 Approved

Extra-curricular Reports February 2022 Approved

Budget Transfers Approved

Regular Meeting Minutes April 7, 2022 5:30 PM

Trans ID			dget Account	Description		Amount Transferred From	Amount Transferred To	
IERAL FUND								
001360	To reallo	To reallocate funds for PSAT tests						
		A90	060-800-00-40 R	MEDICAL/DE	ENTAL/VISION INS	-500.00		
		A21	810-450-00-40 R	SUPPLIES 8	MATERIALS		500.00	
001366	To reallocate school supplies for HS mural							
		A2	110-450-72-40 R	CLASSRM/C	FFICE/ART/SUPPLY	-5,000.00		
		A2020-450-00-20 R			MATERIAL - HS		5,000.00	
001409	To reallocate insurance line items							
	A1910-410-03-40 R			LIABILITY IN	SURANCE	-345.00		
	A5510-400-03-42 R			INSURANCE			345.00	
001410	To reallocate funds in order to cover job posting expenses							
		A10	010-400-01-40 R	MEMBERSH	IP & DUES	-1,200.00		
		A10	040-450-00-40 R	SUPPLIES 8	MATERIALS		1,200.00	
001424	To reallo	cate funds	in order to cover job post	ing expenses, move	d to supplies and materials f	irst time.		
					**			
							1.200.00	
001428	To reallo							
3/15/2022 001428	·			TEACHING	REGULAR SCHOOL	-3 000 00		
						-0,000.00	3 000 00	
001433	To reallo			DOOLD SER	ioes		5,000.00	
001400	TO TELLIO			·		-onn nn		
						-800.00	500.00	
		A2259-490-00-36 R					400.00	
	03/28/2022	001473	To reallocate utility o	osts from water to tele	ephone			
			A162	0-400-48-41 R	WATER RENT		-3,600.00	
			A162	0-400-54-41 R	TELEPHONE			3,600
	03/31/2022	001497	To reallocate guidano	e budget				
			A281	0-400-00-40 R	CONTRACTUAL		-420.00	
								421
	03/31/2022	001498						
							4,390.00	22.890
	00/04/0000	004 400					alasta .	22,89
	03/31/2022	001433						
							-3,000.00	
			A162	1-450-26-41 R			-1,000.00	
			A901	0-800-00-40 R				12,11
				for Fund A - GENERA	L FUND		-51,165.00	51,16
	DETAL FUND 001360 001366 001409 001410 001424 001428 001433	Trans ID Descript EERAL FUND 001360 To reallo 001366 To reallo To reallo 001409 To reallo To reallo 001410 To reallo To reallo 001424 To reallo To reallo	### ERAL FUND #### 1001360 #### 1001360 #### 1001366 ##### 1001366 ##### 1001366 ##### 1001366 ##### 1001366 ###################################	Trans ID Description Budget Account	Trans D Description Budget Account Description	Trans D Description Budget Account Description	Transition Description Budget Account Description Description Transferred From	Transition Budget Account Description Transferred Transferred

Michelle Merritt made the motion, seconded by Amy Drozdziel, upon recommendation of the Superintendent to approve the Personnel Items. All Voted Yes. Motion Carried.

C. Personnel

1) Approve the unpaid leave for the following:

Sara Botticello 1.0 March 18, 2022

- 2) Approve the request of Alison Barrick for an unpaid child rearing leave March 14, 2022 June 30, 2022.
- 3) Appoint Brenda Kerstetter, who is initially certified in Mathematics, Grades 5-9 to the non-probationary position of a long term substitute for the position that is encumbered by an absent teacher, Alison Barrick. This appointment is retroactive to and anticipated to end on June 30, 2022. Mrs. Kerstetter will be hired on Step A of FTA contractual rate which will be pro-rated.
- 4) Approve the resignation of Kerrieann Pelletter, Clerk II, effective April 17, 2022.

S. Botticello Unpaid Leave Approved

A. Barrick Unpaid Child Leave Approved

B. Kerstetter Long Term Sub Approved

K. Pelletter Clerk II, Resignation Approved

K. Pelletter, School Business Executive Contract Approved

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5) Appoint Kerrieann Pelletter to a provisional 1.0 FTE School Business Executive at a pro-rated annual salary of \$70,000.00 effective April 18, 2022.

K. Pelletter, School **Business Executive** Appointment Approved

6) Authorize the Superintendent entering into a contract with Kerrieann Pelletter, School Business Executive effective April 18, 2022 – June 30, 2025.

M. Graci, Account Clerk Appointment Approved

7) Appoint Marissa Graci as a permanent full time 12-month Account Clerk.

M. Graci Account Clerk Contract Approved

8) Authorize the Superintendent entering into a contract with Marissa Graci, Account Clerk effective April 18, 2022 – June 30, 2025.

K Irwin Superintendent Secretary, Appointment Approved

9) Authorize the Superintendent entering into a contract with Kristin Irwin, Secretary to the Superintendent effective July 1, 2022 - June 30, 2027.

Remove Appointments Approved

10) Upon recommendation of the Superintendent to approve to remove the following appointments effective April 17, 2022.

Purchasing Agent

Representative to Workers' Compensation

Tax Collector

Deputy District Treasurer

Johnathan Perry Johnathan Perry Kerrieann Pelletter Kerrieann Pelletter

Approve Appointments Approved

11) Upon recommendation of the Superintendent to approve the following appointments effective April 18, 2022.

Purchasing Agent

Representative to Workers' Compensation

Tax Collector

Deputy District Treasurer

Kerrieann Pelletter Kerrieann Pelletter Marissa Graci Marissa Graci

12) Establish a 1.0 FTE Director of Technology and Communications effective May 2, 2022.

13) Appoint Wesley Wright to a provisional 1.0 FTE Director of Technology and Communications at a pro-rated annual salary of \$70,000.00 effective May 2, 2022.

Approved W. Wright, Director of Tech. and Communications Contract

Establish 1.0 FTE

Director of Tech. and Communications

14) Approve the change in work hours for Transportation personnel.

Transportation personnel work hours Approved

Approved

15) Approve the following payment of Graduate Hours:

A Pontillo **Graduate Hours** Approved

Alexa Pontillo for 6 blocks of 3 (18 total)

Forestville Central School Board of Education



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> Volunteers Approved

R. VanCuren, Permanent Maintenance Mechanic Appointment

B. Valentine, Bus Driver Appointment Approved

> Substitutes Approved

16) Approve the following volunteers:

Jack Dugan Sr. – Varsity Softball Taylor Kassman – JV Softball Ryan Smith – Trap Team

- 17) Appoint Richard VanCuren, who has successfully completed his 120 work day probationary period, to a permanent 12-month Building Maintenance Mechanic position effective April 6, 2022.
- 18) Appoint Barb Valentine, who has successfully completed her 120 work day probationary period, to a permanent 10-month part time Bus Driver position effective March 11, 2022.

19) Approve the following substitutes:

Nicole Adamowicz – Non-Certified Teacher Joel Anders – Non-Certified Teacher

Michelle Merritt made the motion, seconded by Amy Drozdziel, upon recommendation of the Superintendent to approve the Personnel Items. All Voted Yes. Motion Carried.

D) Other

- 1) Approve the following IEP Recommendations #6276, 6512, 6853, 6889, 1294, 6455, 6772, 6715, 7135, 6769, 6397, 6540, 6306, 1505, 6341.
- 2) Approve the 2022-2023 initial AS-7 contract for services purchases from E2CC BOCES based on the 2022-2023 Commitment Statement.
- 3) Authorize the Superintendent entering into an agreement with ALPS Elevator Inspection Services, Inc. for the 2022-2023 school year in the amount of \$400.00.
- 4) Authorize the Superintendent to enter into an agreement with Asset Management Valuation Services for the 2022-2023 school year. The amount will be \$2,000.00.
- 5) Approve the Young and Wright Architect Contract.
- 6) Approve the Erie 2- Chautauqua- Cattaraugus BOCES joint bidding resolution for 2022- 2023.

WHEREAS, It is the plan of a number of public school districts in Erie-2 Chautauqua-Cattaraugus County BOCES, New York, to bid jointly those items indicated on the attachment,

IEP

Recommendations Approved

AS-7 Contract Approved

ALPS Elevator Inspection Service Inc. Contract Approved

Asset Management Valuation Services Contract Approved

Young and Wright Architect Contract Approved

BOCES Joint Bidding Resolution Approved



WHEREAS, The Forestville Central School District is desirous of participating with other school districts in Erie-2Chautauqua-Cattaraugus County BOCES in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, and,

WHEREAS, The Forestville Central School District wishes to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Boards of Education and making recommendations theron; therefore,

BE IT RESOLVED, That the Board of Education of the Forestville Central School District hereby appoints Karen Drummond, BOCES and a committee chosen by her to represent it in all matters related to the above, and,

BE IT FURTHER RESOLVED, That the Forestville Central School District Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED, That the Forestville Central School Board of Education agrees to assume its equitable share of the costs of the cooperative bidding and,

BE IT FURTHER RESOLVED, That the Forestville Central School Board of Education agrees (1) to abide by majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s) it will conduct all negotiations directly with successful bidder(s).

7) Surplus the following items:

Surplus Items

Tire Changer
Brake Drums
Exhaust Pipe
HVAC Motors
Waste Water Plant Circulation Pumps
Galvanized Pipe
Assorted Wire

Budget and Property Tax Report Card Adopted

- 8) Approve the proposed 2022-23 Forestville Central School budget in the amount of \$13,508,760.
- Approve the 2022-23 Property Tax Report Card to be submitted to New York State.
- 10) Authorize the Superintendent to enter into an agreement with

Management Advisory Group Special Services Inc. for STAC Contract Approved



Management Advisory Group Special Services Inc for STAC Services July 1, 2022 – June 30, 2023 in the amount of \$3,710.00.

Additional Other Items

Merv Fry made the motion, seconded by Michael LoManto upon the recommendation of the Superintendent to approve the following:

1) The Board of Education casts its vote in the annual election of officers and members of the CCSBA Executive Committee for the following four people: Sylvester Cleary, Jeanne Oag, Wendy Dyment, Kurt Gustafson.

Votes were taken individually

Yes: Carol Woodward, Amy Drozdziel, Michelle Merritt, Andrea Spengler, Mervin Fry,

Michael LoManto

Abstained: Sylvester Cleary

No: None

The motion was carried.

Amy Drozdziel made the motion, seconded by Michael LoManto upon the recommendation of the Superintendent to approve the following resolution:

2) Recommendation of the Superintendent to approve the following revised resolution:

Notice of Budget Hearing Meeting, Annual Budget Vote, Budget Proposition, Acquisition of School Transportation Vehicles Proposition, 2022 Capital Project Proposition, and Election of Three Board Members for the Forestville Central School District

NOTICE IS HEREBY GIVEN that the annual meeting and election of the Forestville Central School District, Chautauqua and Cattaraugus Counties, New York (the "District"), will be held on **Tuesday, May 17, 2022** from 1:00 p.m. to 8:00 p.m., prevailing time, in the Elementary Cafeteria located at 12 Water Street, Forestville, 14062 for the purpose of voting on the District's budget for the 2022-2023 fiscal year, one proposition to undertake the acquisition of transportation vehicles for use the District and one proposition to approve the District's 2022 capital project, electing one member of the Board of Education, and transacting such other business as is authorized by law.

TAKE FURTHER NOTICE that a public hearing for the voters of the District on the 2022-2023 budget will be held on **Thursday, May 5, 2022 at 6:00 p.m.** at the Middle School/High School in the Auditorium, 4 Academy Street, Forestville, NY 14062.



TAKE FURTHER NOTICE that the business to be conducted at such annual meeting and election shall consist of voting on the following propositions, and any other propositions authorized to be voted upon by law and the rules of the Board of Education:

PROPOSITION #1

Shall the following resolution be adopted, to-wit:

RESOLVED, that the budget for the Forestville Central School District (the "District"), for the fiscal year of the District commencing July 1, 2022, and ending June 30, 2023, as presented by the Board of Education, is hereby approved and adopted and the required funds therefor are hereby appropriated and the necessary real property taxes required shall be raised by a tax on the taxable property in the District to be levied and collected as required by law.

PROPOSITION #2 - ACQUISITION OF SCHOOL TRANSPORTATION VEHICLES

Shall the following resolution be adopted, to-wit:

RESOLVED, that the Board of Education (the "Board") of the Forestville Central School District (the "District") is hereby authorized to purchase the following vehicles, including related equipment: 1 (one) 2022 Blue Bird Microbird 24 passenger wheelchair bus at an estimated maximum cost of \$79,041.00 and 1 (one) 2022 Blue Bird Microbird 30 passenger school bus at an estimated maximum cost of \$63,536.00 to be used in the transportation program of the District, or so much thereof as may be necessary, being raised by a tax upon the taxable property within said District to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board, with such tax to be partially offset by State aid available therefor, and in anticipation of the collection of such tax, by the issuance of debt obligations of the District or installment purchase contracts having a term of not more than five years entered into by the District in accordance with New York State Law.

PROPOSITION #3 – 2022 CAPITAL PROJECT

Shall the following resolution be adopted, to-wit:

RESOLVED, that the Board of Education (the "Board") of the Forestville Central School District (the "District") is hereby authorized (i) to undertake a capital improvement project consisting of alterations, renovations and



improvements to the District's school building and associated facilities, site improvements for various school purposes and other appurtenant and related improvements, environmental controls, and improvements and renovations to the heating and ventilation systems, roof replacement, interior renovations, and the acquisition and installation in and around the foregoing improvements of original furnishings, equipment, machinery, apparatus, technology and energy savings improvements through guaranteed applicable energy incentives, and other services incidental thereto (collectively, the "Project") and (ii) to expend \$750,000 from the District's existing General Capital Reserve Fund, the total estimated maximum cost of the Project to not to exceed \$8,475,000, with such cost being raised by the expenditure of such \$750,000 from the General Capital Reserve Fund, with the balance thereof, not to exceed \$7,725,000, being raised by a tax upon the taxable property of the District to be levied and collected in annual installments as provided in Section 416 of the Education Law, with such tax to be offset by State aid available therefore, and in anticipation of such tax, by obligations of the District as may be necessary.

TAKE FURTHER NOTICE that there will be three vacancies to be filled on Board of Education by reason of the expiration of the term of office of three Board incumbents. The candidates for the Board of Education receiving the largest number of votes shall be elected to a four-year term to commence July 1, 2022 and expire June 30, 2026.

TAKE FURTHER NOTICE that a voting machine will be used to record the vote on the budget, on all propositions, and on the election of three (3) Board members.

TAKE FURTHER NOTICE that all candidates for the office of member of the Board of Education shall be nominated by petition. Each petition shall be directed to the Clerk of the District, shall be signed by at least twenty-five (25) qualified voters or 2% of qualified voters from previous election (NY Educ. L. § 2018(a)) of the District, shall state the residence of each signer and shall state the name and residence of the candidate. Each petition shall be filed in the office of the Clerk of the District, 12 Water Street Forestville, NY 14062 between the hours of **9:00 a.m. and 5:00 p.m.** not later than the thirtieth (30th) day preceding the annual meeting and election, to-wit, **April 18, 2022**.

TAKE FURTHER NOTICE that applications for absentee ballots may be obtained at the office of the Clerk of the District between the hours of **8:00 a.m.** prevailing time and **3:30 p.m.** prevailing time except Saturdays, Sundays, and holidays. Completed applications must be received by the District Clerk at least seven days before the election, if the ballot is to be mailed to the voter, or on the day before the election, if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the office of the Clerk of the District not later than **5:00 p.m.** on **May 17, 2022**.

TAKE FURTHER NOTICE that military voters, as defined in section 122.2(f) of the commissioner's regulation, who are qualified voters of the District may apply for a



military ballot by requesting an application from the District Clerk at the Forestville Elementary School, 12 Water Street Forestville, NY 14062 between the hours of **8:00 a.m.** prevailing time and **3:30 p.m.** prevailing time except Saturdays, Sundays, and holidays. For a military voter to be issued a military ballot, the District Clerk must have received a valid ballot application no later than **5:00 p.m. on April 22, 2022**. The voter may designate a preference to receive the application or ballot by mail, facsimile or electronic mail.

TAKE FURTHER NOTICE that a list of all persons to whom absentee ballots shall have been issued will be available in the office of the Clerk of the District, where it shall be available for public inspection between the hours of **8:00 a.m. and 3:30 p.m.**, prevailing time, on each of the five days prior to the day of the election, except Sundays and such list shall also be posted at the polling place for such annual meeting and election.

TAKE FURTHER NOTICE that the Board of Education of the District will have prepared and completed a detailed statement in writing of the amount of money which will be required during the 2022-2023 fiscal year for school purposes, specifying the several purposes and the amount for each. The amount for each purpose estimated necessary for payments to Boards of Cooperative Educational Services shall be shown in full, with no deduction of estimated state aid. The amount of state aid provided and its percentage relationship to the total expenditures shall also be shown. Such statement shall be available at least seven days before the budget hearing, that is May 5, 2022, at which it is to be presented and copies thereof shall be prepared and made available, upon request, to residents within the District during the period of seven days before the budget hearing and/or fourteen days immediately preceding the annual meeting and election (exclusive of Saturday, Sunday or holidays), and may be obtained by any resident in the District in the District Office and at each school building in the District between the hours of 8:00 a.m. and 3:30 p.m. prevailing time at Forestville Elementary School, 12 Water Street Forestville, NY 14062 during the fourteen days immediately preceding the annual meeting and election and on the day of the election.

TAKE FURTHER NOTICE that the Board of Education of the District has adopted rules for the submission of propositions to be considered at the annual meeting and election, and printed copies for general distribution in the District are available at the office of the District Clerk.

Board of Education Forestville Central School District 4/7/2022

Publish: 4/15, 4/29, 5/13



Votes were taken individually:

Yes: Carol Woodward, Amy Drozdziel, Michelle Merritt, Andrea Spengler, Mervin Fry,

Michael LoManto, Sylvester Cleary.

Abstained: None

No: None

The motion was carried.

Amy Drozdziel made the motion, seconded by Michael LoManto upon the recommendation of the Superintendent to approve the following resolution:

3) Approve the following volunteers:

Kristopher Drozdziel – Trap Team Ronald Drozdziel – Trap Team

Votes were taken individually:

Yes: Carol Woodward, Michelle Merritt, Andrea Spengler, Mervin Fry, Michael LoManto,

Sylvester Cleary.

Abstained: Amy Drozdziel

No: None

The motion was carried

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

Lindsey Ellis

Proposed Executive Session

Sylvester Cleary made the motion, seconded by Merv Fry, to enter into executive session to discuss the employment history of a particular persons or matters leading to the appointment, employment, promotion, demotion, discipline, suspension or removal of a particular persons at 7:20 pm.

All voted yes.

Merv Fry made the motion, seconded by Sylvester Cleary to return to regular session at 7:37 pm.

Adjournment



Merv Fry made the motion, seconded by Sylvester Cleary to adjourn the meeting at 7:37 pm.

Correspondence/Information

Forestville Farm to School Program Letter- Senator Borrello

Kristin Irwin District Clerk

