



Regular Board Meeting

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

Administration: Renee Garrett, Daniel Grande, Lindsay Marcinelli, Karl Kofod

District Clerk: June Prince

Other: Sharon Cervantes, Michael Gajewski, Jeff Geblein, James LoManto, Sarah LoManto, Emily Merrill, John Merrill Jr, Molly Merrill, Nathan Merrill, Madison Miller, Michael Murphy, Laurie Reynolds, Brandy Schroeder, Allyson Severyn

1. Call to Order

President Carol Woodward opened the meeting in the high school library at 5:00 pm.

2. Pledge to the Flag

3. Presentations

Lindsay Marcinelli introduced Allyson Severyn - School Psychologist

New Employees
Introduced

Renee Garrett introduced Karl Kofod - School Business Administrator

Michael Gajewski and the Board congratulated James LoManto on his retirement and thanked him for his years of service to the District.

Retirement
Recognized

Emily Merrill, Nathan Merrill, Brandy Schroeder, and Madison Miller played a saxophone quartet of Bohemian Rhapsody in honor of Music in Our Schools Month. Jeff Geblein then announced that Emily Merrill had been selected for the High School Honor Band for New York State Band Directors' Association Symposium.

Music In Our
Schools Month
Presentation

Laurie Reynolds – Director of CASAC Program Services presented information from last year's PRIDE survey.

CASAC Presentation

4. Approval of Agenda

David Caccamise made the motion, seconded by Stacey Mierzwa 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, Elementary Principal, reported that PARP is starting with a theme of “Read Through the Zoo”.

Daniel Grande, Middle/High School Principal, reported that 23 students who have made a difference were honored at an assembly in February.

Michael Murphy presented his technology plan for replacing computers, IPADS, and updating the DLL.

Written reports were received from the Athletic, Buildings and Grounds, Cafeteria, and Transportation Departments.

7. Board Reports

Board Reports

A. President

Carol Woodward reminded the Board of the following dates:

BOCES Annual Meeting - April 4, 2017 at BOCES LoGuidice at 6:30 pm. Reservations are due to June by March 16.

Petitions are available in the District Office for anyone wishing to run for the Board. They are due to the District Clerk by 5 pm on April 17.

Senior Exit Interviews - March 7 & 8 8am – 12 both days.

Budget Committee Meeting – March 30, 2017 at 5:00 pm in the high school library

Mrs. Woodward also asked Board members to consider serving on a Shared Opportunities Committee.

B. Committees

Carol Woodward reported that the Staff Recognition Committee met February 15 to work on more pictures and they are getting close to the end of that part of the process.

Sylvester Cleary reported that the legislative dinner with Senator Young and Assemblyman Goodell was well received.

Michael LoManto reported that they will be setting up Audit Committee meetings with our new Business Administrator, Karl Kofod.

David Caccamise reported the Cafeteria Committee will meet with Nadine Doetteri, NMD School Food Service Consulting, on March 20 to look at some options.

Amy Drozdziel reported that the Policy Committee will meet to discuss timeframes soon.



C. Superintendent

Renee Garrett reported that she will be meeting with colleagues at the Superintendent's conference and that she will be trying to get more bullet aid. She also announced that all three capital projects were approved from the State Education Department.

8. Discussion Items

None

9. Old Business

10. New Business Consent Agenda

Michael LoManto made the motion, seconded by Amy Drozdziel, upon recommendation of the Superintendent to approve agenda items 10A-D9:

A. Meeting Minutes

Approve the Board of Education Regular Meeting Minutes of February 2, 2017.

February Regular, Workshop, and Budget Committee Meeting Minutes Approved

Approve the Board Workshop Minutes of February 11, 2017.

Approve the Budget Committee Meeting Minutes of February 28, 2017.

B. Financial Items

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

Treasurer's Report Dec 2016 Approved

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

Warrant Summary & Claims Auditor Report Feb 2017 Approved

3) Blanket Purchase Order for 2016-17:

Blanket Purchase Order Approved

NOCO Energy Corp	Diesel Fuel	\$19,000
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C. Personnel

1) Eliminate a School Business Executive position as of February 27, 2017.

School Business Executive Position 1.0 FTE Eliminated Effective 2/27/2017

2) Establish a School Business Administrator position as of February 27, 2017.

School Business Administrator Position 1.0 FTE Created Effective 2/27/2017
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- 3) Approve the Superintendent entering into a contract with Karl Kofod, School Business Administrator, effective February 27, 2017 - June 30, 2020
- 4) Accept the resignation of John Robertson as Director of Facilities, effective May 1, 2017.
- 5) Establish a 10 month cleaner position for 4 hours per day.
- 6) Eliminate one 10 month am/pm bus run for 6.50 hours per day to Baker Victory effective December 2, 2016.
- 7) Establish one 10 month pm bus run to Maple Ave in Cassadaga effective January 23, 2017
- 8) Establish one 10 month am bus run to Maple Ave in Cassadaga effective January 23, 2017
- 9) Approve the following change of hours for Transportation Department personnel:

William Moss III	3.5 hours per day	effective February 27, 2017
Kimberly Stott	5 hours per day	effective February 27, 2017
- 10) Approve the following unpaid leave for the 2016-17 year:

Judith Lucas	1/25 - 27/2017	3.0 days
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- 11) Approve the following unpaid assistant coaches for the 2016-17 year:

Jack Dugan Sr. – Varsity softball
Michael Franklin – Varsity softball
- 12) Approve the following Substitute

Mechanic's helper – Bruce Stewart

- 13) Appoint Karl Kofod, effective February 27, 2017 to the following duties that were assigned to Meaghan Matuszak at the July 14, 2016 organizational meeting and then reassigned to Renee Garrett at the February 2, 2017 regular Board of Education meeting:

Purchasing Agent
Representative to Workers' Compensation
Sign payroll checks and other disbursements

K..Kofod, School Business Administrator Contract Approved 2-27-2017- 6-30-

J. Robertson Resignation Accepted Effective May 1. 2017

Cleaner Position 10 month, 4 hours /day Created

Bus Run 10 month 6.50 hours/day Eliminated Effective 12/2/2016

Bus Run 10 Month PM Run Established Effective 1/23/2017

Bus Run 10 Month AM Run Established Effective 1/23/2017

Transportation Department Hours Approved

Unpaid Leave Approved 2016-17

Unpaid Assistant Coaches Approved 2016-17

Substitutes Approved

K..Kofod Appointed to Additional Duties



Approve purchase orders up to \$2,000
Pay bills up to \$2,000

- 14) Add the following to the list of appointments that were established at the Board of Education Organizational Meeting on July 14, 2016:

Harris Beach Added
As Bond Counsel

Bond Counsel - Harris Beach PLLC

D. Other

- 1) Approve IEP Recommendations #7025, 2099, 6576, 4263.
- 2) Approve the payment of \$500 to the Class of 2017 toward the cost of caps and gowns.
- 3) Approve the chaperones for the Music Department trip to Washington DC for April 27-30: Jeffrey Geblein, Amy Gier, Michael Murphy, Molly Merrill, Karen Kaminski, Luz Logan, Dianne Meinzer, Scott Wheeler.
- 4) Establish a Special Board of Education Meeting on April 18, 2017 at 5:00 pm in the high school library to vote on the E2CCB BOCES budget and election.
- 5) Approve the Annual Meeting and Budget Vote place and time set as May 16, 2017, High School Auditorium Lobby with voting hours from 1-8 pm. The following are hereby appointed as election inspectors: Aimee Rogers (site coordinator) \$12.70/hour, Marlene Bradigan \$9.70/hour, Arlene Miller \$9.70/hour, Alternates: Linda Fairbanks \$9.70/hour, Linda Pryll \$9.70/hour. Chairperson of Annual Meeting to open and close polls – June Prince.
- 6) Approve combining the 2017-18 Varsity Girls Swimming with Fredonia (host), Silver Creek, and Dunkirk for Section 6.
- 7) Authorize the Superintendent entering into an agreement with Fredonia Central School to share Girls Varsity Swimming for the 2017-18 school year.
- 8) Nominate the following to serve on the Board of Cooperative Educational Services, Second Supervisory District of Erie, Chautauqua and Cattaraugus Counties for three year terms commencing July 1, 2017 and ending on June 30, 2020:

IEP
Recommendations
Approved

\$500 Toward Senior
Caps and Gowns
Approved

Chaperones
Approved Music Trip
to Washington

BOE Special
Meeting Set for
4/18/2017

Annual Meeting Vote
Information Set,
Inspectors and
Rates Approved,
Chairperson
Appointed

2017-18 Swimming
Program
Combination for
Section 6

Share 2017-18
Swimming With
Fredonia Approved

BOCES Board
Nominations

David Lowrey
96 Sigman Lane
Elma, NY 14059

Christine Schnars
20 Fairfield Ave
Jamestown, NY 14701

Richard Vogan
1399 Independence Drive
Derby, NY 14047



9) Surplus the following items:

4 floor mount toilets, 20 broken student desks

Surplus Items
Approved

All voted yes.

10) Sylvester Cleary made the motion, seconded by Stacey Mierzwa, upon recommendation of the Superintendent to approve the resolution, authorizing a proposition to be voted upon at the annual meeting for the purchase and financing of school buses and related equipment as follows:

School Bus and
Related Equipment
Proposition

RESOLUTION OF THE BOARD OF EDUCATION OF THE FORESTVILLE CENTRAL SCHOOL DISTRICT, CHAUTAUQUA COUNTY, NEW YORK (THE "DISTRICT") AUTHORIZING THE SUBMISSION TO THE QUALIFIED VOTERS OF THE DISTRICT OF A PROPOSITION TO BE VOTED UPON AT THE ANNUAL MEETING THEREOF TO BE HELD ON MAY 16, 2017 TO AUTHORIZE THE PURCHASE AND FINANCING OF SCHOOL TRANSPORTATION VEHICLES

BE IT RESOLVED BY THIS BOARD OF EDUCATION OF THE FORESTVILLE CENTRAL SCHOOL DISTRICT, CHAUTAUQUA COUNTY, NEW YORK, AS FOLLOWS:

SECTION 1. At the annual meeting of the qualified voters of the Forestville Central School District, Chautauqua County, State of New York, to be held on May 16, 2017 the following proposition shall be submitted to be voted upon (in addition to the proposition approving the budget for the District's 2017/2018 fiscal year):

**PROPOSITION #2 – ACQUISITION OF SCHOOL BUSES
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: one 65-passenger school bus, at an estimated maximum cost of \$125,000, one 20-passenger school bus, at an estimated maximum cost of \$55,000, and one minivan to be used to transport students and as a drivers' education vehicle, at an estimated maximum cost of \$25,000, for an total aggregate maximum cost of \$205,000, with such \$205,000, 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.

SECTION 2. The District Clerk is hereby authorized and directed to include within the notice of said annual meeting required to be published and posted by the District, a statement



to the affect that the proposition set for the in Section 1 of this resolution will be voted upon at such annual meeting, which notice shall contain the full text of said proposition.

This resolution shall take effect immediately.

All voted yes.

11) Amy Drozdziel made the motion, seconded by David Caccamise, upon recommendation of the Superintendent to approve the resolution authorizing the annual meeting notice as follows:

Legal Notice for Annual Meeting and Vote Approved

RESOLUTION OF THE BOARD OF EDUCATION OF THE FORESTVILLE CENTRAL SCHOOL DISTRICT, CHAUTAUQUA COUNTY, NEW YORK (THE "DISTRICT") APPROVING THE FORM OF NOTICE OF ANNUAL MEETING AND ELECTION

BE IT RESOLVED by this Board Of Education of the Forestville Central School District, Chautauqua County, New York, that the form of Notice of Annual Meeting and Election, as presented below, is hereby approved.

**NOTICE OF ANNUAL MEETING AND ELECTION
OF THE FORESTVILLE CENTRAL SCHOOL DISTRICT**

NOTICE IS HEREBY GIVEN that the annual meeting and election of the Forestville Central School District, Chautauqua County, New York (the "District"), will be held on **Tuesday, May 16, 2017, from 1:00 p.m.** prevailing time to **8:00 p.m.** prevailing time **in the Middle/High School auditorium lobby at 4 Academy Street, Forestville, NY,** for the purpose of voting on the District's budget for the 2017-2018 fiscal year, voting on a proposition to purchase school buses and similar vehicles for use in the transportation program of the District, electing one at-large 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 2017-18 budget will be held on **Thursday, May 4, 2017, at 5:00 p.m.** prevailing time in the Forestville High School Library, 4 Academy Street, Forestville, NY.

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, 2017, and



ending June 30, 2018, 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: one 65-passenger school bus, at an estimated maximum cost of \$125,000, one 20-passenger school bus, at an estimated maximum cost of \$55,000, and one minivan to be used to transport students and as a drivers’ education vehicle, at an estimated maximum cost of \$25,000, for an total aggregate maximum cost of \$205,000, with such \$205,000 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.

TAKE FURTHER NOTICE that an optical scanning voting machine will be used to record the vote on the budget, on all propositions, and on the election of one Board member. One at-large vacancy will be filled on the Board of Education by reason of the expiration of the term of office of one incumbent. The one candidate receiving the largest number of votes shall be elected to the term to commence July 1, 2017 and expiring June 30, 2021.

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 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 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 17, 2017.**

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 **4:00 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. 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**



4:00 p.m., prevailing time, until the day set for voting, except Saturdays, Sundays and holidays and such list shall also be posted at the polling place for such annual meeting and election. Absentee ballots must be received by the office of the Clerk of the District not later than **5:00 p.m.** on **May 16, 2017**.

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 2017-18 fiscal year for school purposes, specifying the several purposes and the amount for each. Such statement shall be completed at least seven days before the budget hearing 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 at each school building in the District between the hours of **8:00 a.m. and 4:00 p.m.** prevailing time during the fourteen days immediately preceding the annual meeting and election, and in the District Office.

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.

Publish: March 31, April 14, 28, May 12

Board of Education
Forestville Central School District

This resolution shall take effect immediately.

All voted yes.

11. Additional Personnel Item

Sylvester Cleary made the motion, seconded by Stacey Mierzwa, upon recommendation of the Superintendent, to approve Michael Gajewski, who has successfully completed his one year probationary period, to a permanent Head Bus Driver position effective March 4, 2017.

M. Gajewski Appointed Permanent Head Bus Driver Effective 3/4/2017
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Yes: David Caccamise, Sylvester Cleary, Amy Drozdziel, Bruce Ellis, Stacey Mierzwa, Carol Woodward

No: None

Abstained: Michael LoManto

It was carried.

12. Proposed Executive Session



David Caccamise made the motion, seconded by Amy Drozdziel, upon recommendation of the Superintendent, to enter into executive session to discuss the employment history of particular persons or matters leading to the appointment, employment, promotion, demotion suspension or removal of particular persons at 6:00 pm.

All voted yes.

Sylvester Cleary made the motion, seconded by Stacey Mierzwa to return to regular session at 7:31 pm.

All voted yes.

13. Adjournment

Amy Drozdziel made the motion, seconded by Mike LoManto to adjourn the meeting at 7:32 pm.

All voted yes.

14. Correspondence/Information

BOCES Annual Meeting Notice
BOCES Call for Nominations
David Lowrey - nomination request
Christine Schnars – nomination request
Richard Vogan – nomination request
Thank you – Martha Woolley
Thank you – June Prince

June Prince
District Clerk