

ALBION CENTRAL SCHOOL DISTRICT
ALBION, NEW YORK 14411
NOVEMBER 5, 2018 SUMMARY
OF THE REGULAR BOARD OF EDUCATION MEETING

MEETING CALL TO ORDER

Board President, Mrs. Margy Brown, called the meeting to order at 7:01 pm.

PLEDGE TO THE FLAG

RECOGNITION

Elementary School Student Awards

Braydon Blair - Leadership Award
Gabrielle Payne - Character Award

Friends of Education

Elementary School PTA

1. APPROVAL OF AGENDA

BOARD APPROVED

PUBLIC FORUM - None

2. APPROVAL OF BUSINESS ITEMS

- A. Minutes of October 1, 2018 Regular Board Meeting
- B. Quarterly Revenue and Expenditure Reports
- C. Extra-Classroom Activity Fund Report for September 2018
- D. CSE & CPSE Recommendations
- E. Committee on Special Education Referral Information
- F. Textbook Requests
- G. Fundraiser Requests
- H. Building Use Requests

BOARD APPROVED

3. CORRESPONDENCE - None

4. PRESENTATIONS - None

5. COMMITTEE REPORTS

- A. Report on Annual NYSSBA Convention in New York City, NY
October 25-27, 2017 Mr. Sidari/Mr. Wadhams

Mr. Wadhams submitted to Board Members information he prepared that included a BOCES Board Report, Niagara Orleans School Boards Association meeting review and New York State School Boards Convention information.

Mr. Wadhams and Mr. Sidari highlighted workshops and information shared at the Convention. Of particular interest to Mr. Sidari was a workshop that focused on harnessing the power of family engagement. Mr. Sidari shared that it is helpful to empower families with the tools and skills necessary for student success.

Mr. Sidari also requested Board members' availability to attend a meeting the evening of the December Board meeting for Bob Hartz to present on the Superintendent Evaluation tool. Board members were requested to check their schedules and confirm their availability for a 6:00 pm meeting on December 3rd.

B. Audit and Finance Committee Report
(Retiree Health Insurance - GASB 75)

Mr. Liddle reviewed with the Board that the Finance and Audit Committee had met. He provided the Board with a report regarding retiree health insurance. The District provides the option to retirees to purchase health insurance with their unused sick days upon retirement. The Retirement Reserve Fund is currently 60% funded. The District's liability for this coverage is approximately \$27,000,000 with approximately \$15,000,000 in the Retirement Contribution Reserve at the present time. The District has been addressing this liability through cost containment, cost sharing and funding set-asides as recommended in the Comptroller's May 2008 Local Government in Focus Newsletter.

6. OLD BUSINESS

A. 2018 Fall Field Experience Placements

An updated list of Fall Field Experience Placements was provided for the Board's review.

B. Clay Target Club

Mr. Bonnewell reviewed with the Board that he had spoken with the Assistant Superintendent for Business in another school district regarding insurance requirements. It was shared that the local rod and gun club in this particular district provides the insurance needed. Mr. Bonnewell forwarded this information to our District insurance carrier for review. There has been no return communication from our carrier yet. The issue remains that the school must be named as primary additional insured, as is normal practice, before final approval of the club can be made.

Mr. Bonnewell will keep the Board informed on the progress of the insurance as information becomes available to him.

7. NEW BUSINESS

A. Personnel

1. Resignations:

- a. Jessica Allen
Position: Monitor @ MS
Effective: 11/02/18

2. Appointments:

- a. Rachel Coolbaugh
Position: Long-Term Substitute Teacher
at MS (H. Fiegl)
Certification: Music, Initial
- b. Emily Aydelotte
Position: Long-Term Substitute Teacher
at ES (J. Lamont)
Certification: Childhood Education (Gr. 1-6)
Professional
Literacy, (Birth-Grade 6),
Professional

3. Fifth Block Appointments:

- a. Roxanne Bieler
Position: Fifth Block English Instructor
Dates: 20 Sessions 10/23/18 - 01/17/19
Time: 2:40 pm - 4:30 pm
Salary: \$30 per hour plus ½ hour planning
for each session
- b. Sandra Climenhaga
Position: Fifth Block Living Environment
Instructor
Dates: 20 Sessions 11/06/18 - 01/17/19
Time: 2:40 pm - 4:30 pm
Salary: \$30 per hour plus ½ hour planning
for each session

4. 2018-2019 Middle School Structured Homework Support Program through Title I Grant, for structured homework support at a rate of \$25 per hour, no planning required:

- a. Lee Sheehan

5. 2018-2019 Extra-curricular Athletic Appointment:

a. Jordan Wolcott

Position: Assistant Varsity Wrestling

6. Leave Request:

a. Jennifer Lamont

Position: Special Education Teacher @ ES

Leave: Child Rearing Leave
(follows maternity leave)

Effective: 10/12/18 - 12/07/18

7. Substitutes:

Certified Substitute Teachers

- None

Non-Certified Substitute Teachers

- Miranda Allen
- Adrian Tyndell

Non-Instructional: Clerical, Teacher Aide, Monitor
and Cleaner Substitutes

- Rose English

BOARD APPROVED

B. Acceptance of External Audit with a Letter
Communicating Internal Control Related Matters
Identified in Said Report

Mr. Liddle informed Board Members that the Audit Finance Committee met with Thomas Lauffer, CPA of Raymond F. Wager, CPA, P.C. firm. Mr. Lauffer indicated that Albion remains in a strong financial condition. Mr. Liddle reviewed the External Audit financial documents, the Financial Analysis of the School District's Funds, the Factors Bearing on the District's Future, the Long-Term Debt of the District, and the Letter Communicating Internal Control Related Matters Identified in An Audit with Board members.

BOARD APPROVED

C. 2020 Capital Reserve Funding Resolution

BOARD APPROVED

D. 2019 New York State School Boards Association
Membership Dues

BOARD APPROVED

E. Sunday Activity Request - Albion Community Holiday Concert

BOARD APPROVED

F. Donation

BOARD ACCEPTED, the donation of \$1,000 through the Albion High School Alumni Foundation from Patricia A. Koepernik (formerly Patricia A. Blando), a graduate of the Class of 1943, to be used for the purchase of books for the Albion High School library.

G. Enrollment Projection

An Enrollment Projection Study and Interpretation Guide were submitted for Board Members' information.

H. Volunteers

A list of volunteers was submitted for Board Members' information.

8. ADMINISTRATORS' REPORTS

A. Building Principal Reports

Board Members reviewed the Building Reports submitted by each Principal.

B. Attendance Report

C. Superintendent's Report

- o Community Schools Program/Set-Aside Funds
Miss Mary Leto provided the Board with an overview of the Community Schools Program and use of the Set-Aside Funds. The program is designed to bridge the gap between home and school by providing students and their families with shared experiences that have an emphasis on learning. There are 33 clubs currently in the elementary school that the program funds. Student and teacher input are solicited for areas of interest in the formation of the clubs. There are evening and Saturday events along with field trips that parents can attend with their children. Planned trips include the Rochester

Science Museum and Planetarium and the Corning Glass Center. The activities seek to create connections and assist parents to support their children learning.

Professional Development opportunities from the funds include Growth Mindset which provides students with an understanding that they can achieve despite adversity by becoming problem-solvers and understanding the importance of being resilient. Students are provided with the tools and techniques needed for success. Authors such as Liz Murray and Julia Cook have been brought in to reinforce the concept of resiliency.

- o Homework Structures Program

Mr. Brad Pritchard reviewed with the Board that the Structures program is in its third year. Funding is provided through a grant. Academic support is provided after school every Tuesday and Thursday from 2:40 pm - 4:15 pm in designated classrooms. Teachers are provided for Math, ELA and additional support as needed. This year it was determined that the two hours after school was quite long. After an hour of academic help, there is an activity scheduled for students to participate in to increase effective involvement. There are 30-40 students in the program, sometimes more, depending on the day. This program reaches all students including those who may not necessarily be connected to sports and music. Drop-ins are welcome; however, some are invited based on a review of failing work. There is a late bus provided.

- o School Resource Officer

Mr. Bonnewell reviewed with the Board that he had been in communication with Chief Nenni about the School Resource Officer. A draft contract is with the attorney for the Village for review with a possible start date in January. Mr. Bonnewell addressed the Board's question with Chief Nenni regarding the \$81,250 salary for the School Resource Officer and whether this covered summer employment when coverage might not be provided at school. Mr. Bonnewell shared with the Board that the Village employs full-time officers and not 10-month opportunities. Chief Nenni indicated that the Village will not tap the District for any over-time hours. If the Resource Officer is using any kind of leave time during the school year, attempts will be made to provide a replacement officer. School Resource Officer training is available but not until next summer. Mr. Bonnewell will share the proposed draft Contract with the Board once it is provided to him.

- o Active Incident Drill
Mr. Bonnewell reviewed with the Board that he is working with Chief Nenni on an active incident drill. It is anticipated this drill may be possible in March of 2019. The drill would be done on a Superintendent Conference Day. It would involve staff members and most would be utilized to act as students to create a realistic circumstance. It would not have student involvement. Chief Nenni is particularly interested in conducting the drill during winter months. Police, local hospitals and emergency responders are anticipated to be part of the drill.
- o BOCES Tour
Mr. Bonnewell shared with the Board that BOCES will be conducting a tour of their Medina center on November 27th and the Sanborn center on November 28th. Any Board member interested in attending the tour was asked to contact District Office.
- o Smart Bond Committee
Mr. Bonnewell reviewed with the Board that the Smart Bond Committee met November 1st and will meet again on November 8th. A presentation will be given to the committee by Archi-Technology on November 8th regarding their service to provide comprehensive technology planning. The committee would like a Professional Development Day scheduled in the 2019-2020 year. They would also like to expand on the Boot Camps that were started last year.

9. BOARD DATES

DAY	DATE	EVENT	TIME
Monday	December 3, 2018	Special Meeting of Board of Education For Purpose of Presentation of Superintendent Evaluation Tool	6:00 pm
Monday	December 3, 2018	Regular Board of Education Meeting	7:00 pm
Monday	January 7, 2019	Regular Board of Education Meeting	7:00 pm
Monday	February 4, 2019	Regular Board of Education Meeting	7:00 pm

BOARD APPROVED

10. EXECUTIVE SESSION WITH THE SUPERINTENDENT

BOARD APPROVED

11. OPEN SESSION

BOARD APPROVED

12. ADJOURNMENT

BOARD APPROVED