

ALBION CENTRAL SCHOOL DISTRICT
ALBION, NEW YORK 14411
NOVEMBER 4, 2019 MINUTES
OF THE REGULAR BOARD OF EDUCATION MEETING

MEETING CALL TO ORDER

Board President, Mrs. Kathy Harling, called the meeting to order at 7:00 pm.

PLEDGE TO THE FLAG

RECOGNITION

Middle School Student Awards

Madison Hughson - Leadership Award

Julia Knight - Character Award

Friends of Education

Poverty Hill Farms

1. APPROVAL OF AGENDA

BOARD APPROVED

PUBLIC FORUM - None

Mrs. Harling shared that any interested Board Members were provided with a tour of the Mobile Dental Unit prior to the start of this evening's Board meeting. The members received an overview of what is provided by the Mobile Dental Unit. An offer to speak at Public Forum was made to the tour providers but they were told it was not necessary as they had done a nice job with the information provided.

2. APPROVAL OF BUSINESS ITEMS

- A. Minutes of October 7, 2019 Regular Board Meeting
- B. Treasurer's Report June 2019 (Post Audit)
 - Treasurer's Report July 2019
 - Treasurer's Report August 2019
 - Treasurer's Report September 2019
- C. Quarterly Revenue and Expenditure Reports
- D. Extra-Classroom Activity Fund Report for September 2019
- E. CSE & CPSE Recommendations
- F. Committee on Special Education Referral Information
- G. Budget Transfer Request
- H. Textbook Requests

Mr. Wadhams indicated he had questions regarding the October 7th Board Meeting Minutes. On Page 4, Item 4 Presentations, in the first paragraph, Mr. Rauscher indicated a technology condition survey had been done in the past for our district. Was this done?

Mr. Bonnewell responded that the technology condition survey was done.

Mr. Wadhams indicated in the next paragraph on the same page, Mr. Rauscher referred to a ten-year Technology Plan. Mr. Wadhams asked, do we have such a plan?

Mr. Bonnewell responded that we do not have a ten-year Technology Plan; that is why we engaged Archi-Technology.

Mr. Wadhams moved on to Page 6, Item 5 Committee Reports, first paragraph, and asked about the last line "how safety was incorporated into this committee." Mr. Wadhams also indicated he had requested information on whether or not the Maintenance Committee had met last year. He had gone over the Minutes from last year and found nothing to indicate the Maintenance Committee had met.

Mrs. Brown responded that there was previously a separate Safety Committee that met. Because the early morning Safety meetings conflicted with work schedules, the Board member on the Safety Committee often could not attend. It was decided by the Board to add Safety to the Maintenance and Operations Committee.

Mrs. Brown also shared there was a meeting scheduled but Steve LaLonde and Marie Snyder who were both on the committee resigned and Mrs. Kirby was unable to attend the meeting so it was canceled.

Mr. Wadhams asked if the Board voted on this and was it done before he came onto the Board.

Mr. Bonnewell responded that the committees serve at the discretion of the Board President.

Mr. Wadhams moved on to Page 7 of the October 7th Board Minutes and referred to the paragraph where Mr. Bonnewell referred to the \$1.2 million being used for security. He asked if this amount is part of the Smart Schools Bond.

Mr. Bonnewell responded that the previous Board decided to incorporate safety into the Smart Schools Bond.

Mrs. Weller asked if it could be more or less than \$1.2 million because it was completed so long ago.

Mr. Bonnewell responded that yes, it could be more or less than \$1.2 million.

Mr. Wadhams indicated that a question that comes to mind is can we include in this paragraph of the Minutes, after the \$1.2 million, the added words "from Smart School Bond."

Mr. Wadhams additionally indicated on Page 7 that Mrs. Harling had asked if there is input from building leadership with regard to the Major Maintenance Plan. There was no answer to this question and Mr. Wadhams believed it should be included.

Mrs. Nesbitt asked if this could be part of the Smart Bond Committee recommendation.

Mr. Bonnewell responded that the committee support is more of an endorsement and not a recommendation.

Mr. Wadhams asked additionally about the \$1.2 million, why we haven't purchased computers and about upgrading the safety of the building.

Mrs. Weller responded that when Archi-Technology came out, these items were addressed. When they come back, they will actually need to redo to see if any of the work was done. Mrs. Weller indicated she has a copy of the report from the last time Archi-Technology was in the district and she offered to share it with Mr. Wadhams.

Mr. Wadhams' next question was at the top of Page 8 where "Mrs. Harling asked if there are recycling bins in each room." Mr. Wadhams asked if this was answered.

Mrs. Harling responded she believed she was told there were.

Mrs. Weller indicated they had looked around the room to see if there were any.

Mr. Wadhams asked, do we add this to the Minutes?

Mrs. Weller indicated there was not an official answer.

Mr. Bonnewell responded that it is very difficult for the note taker to capture everything when members are talking over each other. It is not possible to go back and recreate the meeting. The Minutes are official once they are accepted by the Board.

Mr. Wadhams additionally indicated on Page 9, two-thirds of the way down the page, he had asked if the committee reviews the major maintenance list. He believes the answer was yes. It was not in the Minutes. He asked Mr. Bonnewell to review as he didn't think the committee met last year.

Mrs. Brown responded that February 2018 was the last time the committee met. Typically, the committee met in the spring. Mr.

LaLonde chaired the committee; Mrs. Kirby did not seek re-election to the Board; and then Mrs. Snyder resigned and Mr. LaLonde resigned.

Mr. Wadhams offered that Mr. LaLonde had resigned first and then Mrs. Snyder resigned.

Mrs. Brown further responded that Mr. Liddle stepped down after that. There was no sense in meeting based on a committee of one member. The committee met in September. She is now the chair and they are going to be meeting with King & King.

Mr. Wadhams asked for an answer to his question on when the committee met.

Mrs. Brown responded 2018.

Mrs. Brown asked that clarification be made as to her suggestions about a food truck at Homecoming, making certain that it cannot impact football and Super Soccer Saturday.

Mr. Bonnewell indicated to the Board that his understanding was the corrections to the Minutes would include Page 7 adding "from the Smart Bond Funds" and Page 7 regarding administrator input.

BOARD APPROVED

I. Building Use Request - Albion Indoor Soccer Club

Mr. Bonnewell reviewed with the Board that the Albion Indoor Soccer Club had submitted first and second choices for dates to hold their indoor tournament. The first choice dates would be Saturday, February 29th and Sunday, March 1st. It is a change from what the typical dates have been. They are usually the first weekend following February break. Approval of the first choice dates would require the Board to waive their policy on Sunday building use. The second choice dates would be Friday, February 21st and Saturday, February 22nd.

BOARD APPROVED the first choice building use dates requested by the Albion Indoor Soccer Club for Saturday, February 29th and Sunday, March 1st and further approved waiving policy to allow Sunday building use.

BOARD APPROVED the balance of the building use requests.

3. CORRESPONDENCE

A. ATA Invitation for Board to Dinner in March

Mrs. Kathy Harling shared with the Board an ATA Invitation inviting the Board to dinner on March 2, 2020. A formal invitation will be sent out in January. It will be a casual

dinner of sandwiches, wraps and dessert at 5:30 pm in the multi-purpose room of the Elementary School prior to the March Board of Education meeting.

4. PRESENTATIONS

A. Middle School Art Project - Mrs. Kamie Feder

Mrs. Kamie Feder and a group of her 8th grade art students reviewed the Middle School Mural Initiative with the Board through a Power Point presentation. Mrs. Feder indicated that the project involved past and current students. The project evolved and changed as each group had something different to contribute.

Skye Moyer, Isabella Gray, Lauren Brooks, Gage Brannan and Mercy Sugar each shared with the Board a portion of the presentation. The students shared that once a mural location was determined, students and staff were interviewed about what the murals would look like. Mrs. Feder created templates in Google Draw and Gimp; color schemes and content were chosen; the strongest designs were presented to Mr. Pritchard for his consideration and then voted on for the walls.

To begin the process of creating the murals, the pictures had to be traced onto the wall or panel using a projector. Every 8th grade art student contributed to the project by painting a portion of the mural using latex paint. There were also jobs for set-up, spill management, edgers, detail work and clean-up crews.

The project taught the students real world skills such as collaboration and working together as a team. The students also learned painting skills that could be applied later in life or in personal projects like painting their own rooms. Students masked areas with painters tape, set up and painted using a ladder and used proper brushes for appropriate sections of each mural.

No student was left out. All students worked collectively toward a common, shared end goal. Students felt the hallways were boring. The murals added color. They were proud of their work knowing they had completed it. Teachers and students complimented them as they worked which added to a positive school culture.

Mrs. Feder reviewed with the Board that this is a perfect project that ties in with S.T.E.A.M.

Science - color swatches were taken to the various building locations chosen for murals to test the effect of light.

Technology - through the use of Google Classroom, Gimp and Google Draw, multiple classrooms in different class periods were able to collaborate to develop and create mural designs.

Engineering - students needed to determine how to paint and hang the murals in unconventional locations. There are many high areas in the building which led to the completion of panel work.

Art - designing, creating, drawing and painting the murals

Math - drawing images to scale and working with proportions

Mrs. Weller shared with Mrs. Feder and her students that the murals were amazing; that they brought life to the school and she loved it - great work! She especially enjoyed the intricate nature of the FFA mural.

Mr. Boose asked the group if any of the ideas didn't make it to the wall.

Mrs. Feder responded that this is an ongoing project. Some of the mural work is planned for the gym. They are brainstorming new locations and will talk with Mr. Pritchard as they develop their ideas.

Mrs. Weller asked if there were any thoughts to expand the murals to other buildings.

Mrs. Feder pointed out the size of their building and the work involved first in locations there.

Mrs. Brown expressed appreciation to the students for coming in and commended them on speaking at the meeting which is something hard to do.

5. COMMITTEE REPORTS

A. Annual NYSSBA Convention in Rochester, NY October 24-26, 2019

Mrs. Harling commented to the Board that the NYSSBA Convention was well attended. She believed that eight Board members were in attendance. She asked if any of those who had attended would like to share information.

Mrs. Weller shared that on Thursday she attended the Communications Workshop. One of the workshops focused on working with other Board members. There were live feeds of Board meetings that provided issues they were allowed to go in and view. One was aggressive.

There was also a problem-solving workshop. Those in attendance were asked for ideas to redesign a better bathtub as sales were down. The workshop offered that if negative responses are thrown in when people offer ideas, many of them won't offer additional responses if ideas are shot down. Creative thinking should be used toward the positive.

Mrs. Weller shared that there was also a keynote presentation held.

On Friday morning, Mrs. Weller attended the Promoting Community Engagement workshop offered by a district. They had shared the importance of understanding, identifying and breaking down boundaries in parent engagement. Additionally, she shared and one district had held a picnic where barbers came in and gave haircuts to students; bed raffles were held; a mammography unit was provided to incorporate community.

Mrs. Weller also shared that she and Mr. Boose had attended a workshop regarding Jefferson's children and how his 6th great-grandson discovered the relationship.

On Saturday, she attended three additional sessions. She believed the Convention was amazing and had great content.

Mrs. Nesbitt shared that there was a lot of information and the Board members in attendance tried to divide and conquer. She attended a workshop entitled *School Boards Are You Listening* that was presented by the Williamsville School District. This workshop provided how the district engaged community and shared how they learned.

Mrs. Nesbitt also attended a workshop presented by the Utica School District that presented on *Better Student Performance with Food*. The district shared how they learned to do this through community and student engagement; community cooking nights were held with food service vendors; and families shared and made recipes to take home. With the wonderful farms we have in our community, Mrs. Nesbitt believed there would be potential for the possibility of something like this in our district and would bring the suggestion back to the Board.

Mrs. Nesbitt also shared that there are so many state resources to benchmark when measuring school climate. It was a lot of information in three days. She was happy to be there.

Mrs. Harling suggested that write-ups be prepared by the members who attended the workshops at the Convention to be shared with the Board.

Mr. Wadhams provided some information regarding the workshop he attended entitled *Inoculate your District from THE JUST DISEASE*, presented by Mr. Patrick Longo. He highlighted areas in a written Summary that he provided to be shared with the Board.

Mrs. Weller shared that it was a really good Convention, positive and was thankful for the opportunity to attend.

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

Mr. Vallese reviewed with the Board that the Finance and Audit Committee had met and reviewed the External Audit Report with Internal Control Matters which would be addressed later in the Board meeting. He shared that the committee reviewed a report prepared by the EFPR Group relative to retiree health insurance and the use of sick days to purchase the coverage along with their review of Mr. Shawn Liddle's separation calculation. The report determined that the calculation of Mr. Liddle's payout and vacation days were appropriate. Mr. Vallese also shared that Internal Audit Reports were reviewed with the committee. He explained that Accounts Payable prepares checks to pay invoices each week. The Internal Claims Auditor reviews the payments being made and anything over \$20,000 or any payments being made to administrators are reviewed and noted on the reports submitted each month.

C. Social Media Committee

Mrs. Harling indicated that the Social Media Committee had met just prior to the Board meeting and asked if they had any information to share.

Mrs. Nesbitt shared that she had met with Mrs. Brown, Mrs. Weller and Mr. Bonnewell. It was decided the committee would wait for the Needs Assessment to be completed. She reiterated that social media is something she would like added as a communication vehicle.

Mrs. Brown responded that to hear everyone else does it poses the question of how does adding social media benefit our district? What does the community want? Can we do even better without, or is there something different? There are privacy issues.

Mrs. Weller responded that she understood Mrs. Brown's position. However, basically every conference she has attended show districts have policies in place and a Public Relations person to handle social media. People know the power of it and the pitfalls involved.

Mrs. Brown responded that she attended the Law Conference and one of the talks held was on data and the breach of student information. She was in a group of attorneys who shared the pros and cons with all issues in social media and whether the pros outweigh the cons.

Mrs. Nesbitt responded that we would have to put an infrastructure in place with policies and procedures. The district would have to own the message, put out all of the good things the district does and push more out to the community.

Mr. Wadhams responded that he had also attended the Law Conference and he referenced the *Inoculate your district from THE JUST DISEASE* workshop he attended. He shared some of the information from the workshop and that personally with regard to Facebook, he didn't know exactly where he stood.

Mrs. Brown responded that they would be looking at both sides.

Mrs. Nesbitt asked if we could elevate our image; Eagle Pride; who we are?

Mrs. Harling indicated that we are obviously at a stalemate; that we should go out and see if there's a need and that she appreciated the time spent.

(Mr. Sidari arrived at 8:08 pm.)

6. OLD BUSINESS

A. Recycling Option

Mr. Bonnewell shared with the Board that we currently have a contract with the Waste Management firm through BOCES for trash removal, paper and cardboard. Following last month's meeting, he had reached out for information from Modern Disposal regarding other materials that could be accepted for recycling. The information provided that six 95-gallon totes were suggested at a cost of \$73.95 per week which would amount to just under \$4,000 per year. We could increase or decrease the number of totes as needed. This would involve posting and training of staff. There would be some student role in recycling with precaution to avoid injuries.

Mrs. Nesbitt asked if there wasn't already a student group handling recycling.

Mrs. Harling indicated the goal was to make what's in existence better. She shared that the club had collected over 200 pounds of paper just today.

Mrs. Brown asked what is the need; no glass? Would this involve the kitchen and cafeteria? She is all for recycling but is there a need to spend \$4,000?

Mrs. Harling asked for the reason it wasn't done.

Mr. Bonnewell responded that it wasn't part of the contract.

Mr. Bonnewell added that a week by week commitment could be in the neighborhood of \$300 per month.

Mr. Wadhams indicated we should talk to the kitchen and get their thoughts. There is a new recycling club.

Mrs. Harling indicated that teachers, students and kitchen staff would need to be educated.

Mr. Bonnewell reviewed some of the items for recycling listed in the materials provided. He made mention of the aluminum food and beverage containers; items with screw top only and the difficulty in delineating the difference. Most of the items on the list were corrugated and cardboard materials. The list of acceptable items for recycling would add aluminum, plastic, and iron food cans.

Mrs. Harling indicated we would need further clarification.

Mrs. Nesbitt asked if buildings and grounds were ultimately the ones responsible. We need to identify what we aren't collecting, what we do collect, and it won't be \$4,000 either.

Mrs. Brown indicated more information is needed.

Mr. Bonnewell indicated that we need a place to store the recycling that is collected over the month.

Mrs. Brown responded that this seemed reasonable and asked if the contract could be canceled if it wasn't needed.

Mr. Vallese indicated that our contract with Sodexo is limited. He wasn't sure if we could ask them to break down cans.

Mr. Bonnewell added that the cafeterias use 6 pound cans which when emptied, could cost a dollar a can to get rid of.

Mrs. Harling asked about the possibility of doing this for a month.

BOARD APPROVED the collection of additional recycling by Modern Disposal for one month, at the cost of \$73.95 per week for six 95 gallon mixed totes, and reassessment of the recycling options will be made at the end of this one-month period of time.

B. 2021 FFA Trip Request - Italy

Mrs. Brown shared that in looking for new opportunities to offer to students, there are always pros and cons. The issue of a non-tenured teacher taking students on a trip can be handled with another supervisor attending. The trip is expensive but another opportunity. Fundraising can be done. On the other side of the coin, some can't afford to go. We need to provide the opportunity to all. There is no way of knowing who will sign on. It is an opportunity to learn about agriculture. Apples can be grown in Italy. Agriculture is huge in our district. She supports this trip with proper supervision.

Mrs. Weller referred to page 9 of the materials provided for the trip. She asked if the guaranteed low price until October 31st was still in place.

Mrs. Paige Hungerford, High School Ag Teacher and FFA Advisor responded that EF Tours had locked in the prices; that they were already set up. There was also a \$200 discount on the price through the end of November.

Mr. Bonnewell indicated that the question was whether this was valid pricing.

Mrs. Weller shared that she really liked EF Tours; that you can't put a price on what you learn; and that this would be an awesome opportunity.

Mr. Sidari shared this was great and the itinerary was incredible. It would offer the opportunity to see little communities and farms.

Mrs. Sacco asked if a certain amount of students would be needed for the trip to take place.

Mrs. Paige Hungerford responded that there has to be at least six students going for one free chaperone to travel with them. There is no maximum number of students needed for the trip to occur.

Mrs. Sacco asked if Mrs. Hungerford had already done a trip like this one.

Mrs. Paige Hungerford responded that she went to Ireland and the Dominican Republic in the last district she worked in.

Mr. Bonnewell indicated the district maintains the safety of students and staff regarding international travel. A letter is sent to parents regarding international travel and the possibility that travel plans could change up to the day they leave in the event it was not safe. Paige will receive a copy of the policy regarding international travel which provides the timeline for additional approvals needed by the Board.

Mrs. Sacco asked if the deposit was non-refundable.

Mrs. Paige Hungerford explained that students can opt out of the trip but use the money paid for another trip at a later time.

Mrs. Weller asked if trip insurance is encouraged.

Mrs. Paige Hungerford said that the students will have no choice; they are getting it. EF Tours would apply the funds paid to another trip.

Mr. Boose asked what would happen if they don't go at all?

Mrs. Paige Hungerford responded that she wasn't sure what happens if there is no trip at all.

BOARD APPROVED

7. NEW BUSINESS

1. Retirement:

- a. Sarah Beckwith
Position: High School Monitor
Effective: 11/09/19

2. Resignations:

- a. Christina Greco
Position: Elementary School RPN
Effective: 11/15/19
- b. Christine Borner
Position: High School Broadcasting Club
Advisor
Effective: 10/18/19
- c. Jeff Radder
Position: 7/8 Boys' Modified Basketball
Coach
Effective: 10/15/19

3. Appointments:

- a. Daniel Green
Position: Cleaner
Effective: 11/12/19
Civil Service Classification: Non-Competitive
Probationary Period: 11/12/19 - 11/11/20
Salary: \$25,000, prorated
- b. Emily Hyde
Position: Monitor
Effective: 11/12/19
Civil Service Classification: Non-Competitive
Probationary Period: 11/12/19 - 11/11/20
Salary: \$11.80/hour
- c. Bonnie Kalpin
Position: Monitor
Effective: 11/12/19
Civil Service Classification: Non-Competitive
Probationary Period: 11/12/19 - 11/11/20
Salary: \$11.80/hour

4. 2019-2020 Extra-Curricular Appointment:

- a. Michael Fahy
Position: 7/8 Boys' Modified Basketball Coach

5. Substitutes:

Certified Substitute Teachers

- Annette Allis
- Eleanor (Lu) Johnson

Non-Certified Substitute Teachers

- Jill Scharping
- Zackary Waild

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

- Cheryl Olsen

Mr. Sidari asked about the Broadcasting Club Advisor resignation. He asked if the district would seek out another advisor.

Mr. Bonnewell responded that the club was dormant and that there was no student interest this year. Posting of the extra-curricular positions takes place in the spring. If someone applies, then yes, the club would have the opportunity to go forward.

Mr. Sidari asked if the club is dormant for two years, could it be dissolved.

Mr. Bonnewell responded that if the recommendation was made to the Board to dissolve after the two years, then yes, it could be. There were just a small amount of funds in their account.

Mrs. Weller asked how they do their recruiting.

Mr. Bonnewell responded that recruiting is done through the advisor, leaders, etc.

BOARD APPROVED

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

Mr. Vallese informed Board Members that the Audit Finance Committee met with John Rynkiewicz, CPA of Mengel, Metzger, Barr & Co., LLP. Mr. Rynkiewicz noted that Albion Central School is managing well as compared to other districts. Mr. Vallese reviewed the External Audit financial documents noting the \$5.6 million increase in the general fund. The 2020 Capital Reserve will be funded in the amount of \$7.195 million; in July the TRS Reserve Fund was approved and will be funded in the amount of \$260,000; and the district's OPEB is 67% funded with an anticipated \$2.5 million funding to be added.

BOARD ACCEPTED as recommended by School Business Official, Mr. Vallese, the Audit of Basic Financial Statements for the Year Ended June 30, 2019 and the Letter Communicating Internal Control Related Matters Identified in an Audit as prepared by Mengel, Metzger, Barr & Co., LLP.

C. Village of Albion Water and Sewer Bill
- Middle School 07/05/19 - 10/02/19

Mr. Bonnewell shared with the Board that the Village of Albion had mailed a \$30,000 plus bill to the district. He asked Mr. Vallese to provide the information to the Board regarding this bill.

Mr. Vallese indicated that the Village had replaced the water meter in the Middle School two months ago. When the Village looked over the meter, it showed usage higher than what the district was billed. The transmitter was not sending them the usage. They have estimated over the past several years the water used by the district and came up with a shortfall of 4.5 million gallons.

Mrs. Harling asked what a typical water bill for the building is.

Mr. Bonnewell responded that 2% of the bill is the typical bill for that building.

Mrs. Brown asked if there was a change in staff at the water department.

Mr. Vallese indicated that Saint Gobain also got hit with a large bill too. He said that the bill the district received is the budget for the full year.

Mr. Bonnewell added that he wanted to gauge where the Board is; how do we approach it? He proposed the calculation of four years' use minus their estimation.

Mrs. Harling indicated there would be no way to track the usage.

Mr. Bonnewell responded that the district could review one calendar year of water usage for the Middle School and make double payments on the bills to the Village of Albion over the next four years to catch up the shortfall.

Mrs. Sacco responded no.

Mrs. Brown indicated the Village did not have the courtesy to call; that this was a serious issue and this is unacceptable.

Mrs. Weller noted that it was most likely automated.

Mr. Bonnewell added that it didn't strike someone odd that this total would reflect half of the water that flows through the village in a year.

Mrs. Weller asked how we would know if the meter worked? What was off; the meter; the remote transmitter?

Mrs. Sacco asked what the district was asking the Board for.

Mrs. Brown asked that the district go back and ask for an explanation.

Mrs. Nesbitt added to contact the mayor, Mrs. Banker.

Mrs. Sacco added that the district should go talk to them; there is a multiplication error; previous vs. current.

Mr. Bonnewell responded that the meter is rented. They will begin a conversation with the Village; that the Board is not happy.

Mrs. Weller added that the Village can't turn off the water; that it is not legal.

D. Surplus Equipment for Auction

1. Bobcat broom
2. Five (5) tables
3. Six (6) battery operated paper towel dispensers
4. Approximately twenty-four (24) basketballs
5. Miscellaneous pots and pans
6. Four (4) wire racks
7. Miscellaneous lighting out of the auditorium
8. Two (2) wooden desks
9. Nineteen (19) Albion Folding Chairs
10. A tire changer
11. A tire balancer
12. Three (3) pallets of miscellaneous electrical parts
13. A planer
14. Two (2) metal stools
15. A table saw
16. Two (2) small sanders
17. Two (2) stoves
18. Two (2) cooktops
19. Two (2) refrigerators
20. Fifteen (15) filing cabinets
21. A band saw
22. A pool cleaner
23. Two (2) sewing machines
24. Three (3) exhaust fans
25. A metal cart
26. Miscellaneous pictures
27. Risers (stage extenders)
28. Five (5) wooden shop tables with vises
29. Miscellaneous uniforms
30. Two (2) wooden closets
31. Eight (8) old fire extinguishers
32. Camera extender pipes (used for football and soccer)
33. An old amp

34. Twenty (20) orange cones with water or sand fill bases
35. A weed eater
36. A power shovel
37. A small torch set
38. Old phones
39. A stainless steel cooler
40. Two (2) spinning racks
41. Pull down maps and white projector screens
42. Old discus cage net
43. Approximately forty (40) student desks
44. A floor fan
45. A Dewalt Radial Arm saw

Mr. Vallese provided the list of Surplus Equipment for Auction to the Board. He explained that as new equipment is purchased the old items no longer needed go to the Maintenance Garage to be held for auction.

Mrs. Nesbitt asked if it is possible that the Orleans County First Team could have some of the items on the list.

Mr. Bonnewell responded that the district could lend them and then put them out to auction when the group was finished with them. Under law, the district cannot give these items away.

BOARD APPROVED upon the recommendation of School Business Official/District Clerk, Mr. Vallese, allowing Orleans County First Team to review the list and borrow from it before the items are listed for auction, and following use of the borrowed items, declared the equipment items listed above as surplus, and authorized the District Clerk to arrange for the sale of the items on-line with Auctions International.

E. Sunday Activity Request - Albion Community Holiday Concert
BOARD APPROVED

F. 2020 Albion High School Band Trip - Chicago, IL
- April 30, 2020 - May 3, 2020
BOARD APPROVED

G. Donations:

- 10 Pair of Boys' Jogging Pants
- Goosebumps Books Series and assorted prizes/trinkets

BOARD ACCEPTED

H. 2020 Student Teachers - Spring Semester

A list of 2020 Student Teachers for the Spring Semester was submitted for Board Members' information.

I. 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

The Attendance Report was submitted for Board Members' information.

C. Athletic Director's Report

Mrs. Sacco thanked Mr. Adam Krenning for the Athletic Director's Report.

Mrs. Brown asked how often the Athletic Director's Report would be submitted; monthly, quarterly, or at the beginning or end of a season.

Mrs. Harling responded that the report would be submitted monthly. She noted that the Board spends a lot of time talking about sports. The report offers a great opportunity for discussion before there's an issue. The Code of Conduct is being reviewed along with the APP process. This will be valuable information to have before there are problems.

Mrs. Weller indicated it would be nice to have a snapshot of what occurred.

Mrs. Harling added that this was a good opportunity to congratulate the football team on their win and the student participation in Friday's game.

Mrs. Weller asked if there was a way to defray the cost to students.

Mr. Bonnewell indicated that he received a text from Mr. Krenning that there was an underwriter for the cost of the bus. It would help with the expense of student attendance at the game. It would require a serious commitment by the students. Football sectional tickets are \$10. He was told that there was \$1,200 available to help underwrite the expense for 240 students to attend.

Mrs. Sacco and Mrs. Brown each asked, simultaneously, if it was illegal to accept the donation.

Mr. Adam Krenning said that it was now up to \$1,600 that had actually been donated to cover the cost per student.

Mrs. Harling added that it was a fantastic option available to kids; that it has been 40 years since Albion played at this game.

Mr. Wadhams responded that it hadn't been 40 years but a very long time since the Purple Eagles suited up for Rich Stadium. He believed many community members would be willing to donate.

Mrs. Sacco said that they needed to do it the right way, the quick way.

Mr. Bonnewell asked if the Board wishes to accept the donation to offset the cost.

Mr. Wadhams asked if the donation would be made to the school or to the football boosters.

Mrs. Sacco asked what would be the easiest way to do it.

Mr. Bonnewell responded that he wasn't sure if the football boosters were a 501-c not-for-profit organization because that would benefit donors.

Mr. Adam Krenning responded that the football boosters are a not-for-profit organization.

Mr. Bonnewell asked Mr. Krenning if the boosters had filed with the state for the not-for-profit status.

Mr. Adam Krenning responded yes.

Mr. Bonnewell responded that the boosters may want to accept the donation and give it to the school.

Mrs. Weller asked how many would be going.

Mr. Adam Krenning indicated four buses for spectators and two buses for the football team would be amazing.

Mr. Bonnewell added there would be nine buses total going. The buses would need to leave at 2:30 pm, maybe earlier for players. The district has six spare buses but not sure of how many drivers.

Mr. Bonnewell further added that the district could dismiss early on Friday but to announce this on Tuesday would be very problematic to parents.

Mrs. Weller responded that notification on Tuesday would be better than on a weather day.

Mr. Bonnewell indicated that he did not want it to seem like he had anything against the football game. It is a wonderful thing.

BOARD ACCEPTED the donation from the football boosters to the school to offset and defray costs for travel and tickets for students to the football game at New Era Stadium on Friday, November 8, 2019, as determined by the Athletic Director, High School Principal and Superintendent.

D. Superintendent's Report

- o Tasks from October Meeting
Superintendent Bonnewell reviewed with the Board the following tasks that have been completed since the October Board Meeting.
 - Revisions to the High School Recycling Club Constitution with the Club (to Advisor)
 - Request additional information on the FFA proposal for the trip to Italy (in Old Business)
 - Submit a written Athletic Director Report to the Board meeting (included in Reports)
 - Provide a hard copy of the Superintendent's Report to the Board (to be provided in succeeding Update)
 - Provide information on the rate of absences and substitute coverage (provided in the Superintendent's Report)
 - October meeting discussion revealed the Board's desire for more recycling and a request for a route to do so within the current contract (included in New Business)
- o BOCES Slide
Superintendent Bonnewell provided information to the Board prepared by BOCES regarding the demand for substitute teachers. The sub shortage issue is state-wide. Our district had a fill rate of substitute teacher slots of 88.2% in September and October, 2019. This outpaced the state fill rate of 83%. Our substitute shortfall was 11.78%.

A Board member had asked for the cost to hire a new Teacher Aide. Superintendent Bonnewell shared a computation sheet with the Board indicating a salary \$18,375; health, dental and worker's compensation \$8,349; NYS Retirement \$2,903; FICA/Medicare \$1,406; Flex Spending Account \$300 and sick bonus of \$368 totaling \$31,701. Mr. Bonnewell indicated that these are estimated expenses. New hires are only eligible for individual health coverage.

Mr. Bonnewell shared with the Board that we have four additional sub teacher applications at this evening's meeting; we follow every application for employment with an invitation to substitute and are exploring the Monroe 2 BOCES Teacher Immersion Fellows Program.

Mr. Wadhams asked for clarification regarding the health, dental and worker's compensation individual coverage.

Mr. Bonnewell responded that in the last contract, Teacher Aides could request family coverage. The contract changed so now new hires are only eligible for individual coverage.

Mr. Wadhams asked if the Aides pay a percentage of the district cost of \$8,349 for the individual insurance coverage.

Mr. Bonnewell responded that the district would pay. Mr. Bonnewell added that we have hired five new Aides since 2011. Of those hired, four had been on our substitute list prior to their hire. Hiring an Aide from our sub list to help with the sub shortage is a net zero fix that does increase costs.

Mrs. Nesbitt responded that the Aide is an extension of continuity of coverage; we need to determine the root cause; there is a need for Aides.

Mr. Bonnewell shared the Aide would be in new classrooms every day based on teacher attendance so there would still be a lack of continuity.

Mr. Bonnewell asked how the district could increase subs.

Mrs. Sacco asked if the shortage indicated on Mr. Bonnewell's slide was just from September to now.

Mr. Bonnewell responded that there are all reasons subs are needed. There were 416 needed across the district at a rate of 10 per day. We were short 49 subs, an average of 1.2 per day.

Mr. Bonnewell added that the district is looking into a program Monroe 2 BOCES offers through their teacher prep programs. These people would be encouraged to join our sub list.

Mr. Wadhams responded that this would be highly reimburseable.

Mr. Bonnewell responded that it may be.

Mr. Wadhams indicated it would be very beneficial.

Mrs. Brown commented that with regard to absenteeism, the teachers have those days to do what they need to do; that through negotiations, they are contractually theirs.

- o ATA Negotiations

- Superintendent Bonnewell shared that the ATA has requested the district open negotiations on their contract set to expire June 30, 2020.

- o Resolutions & By-Laws adopted:
NYSSBA Annual Meeting
Superintendent Bonnewell provided the Board the Resolutions & By-Laws adopted at the NYSSBA Annual Meeting for their review.
- o School Bus Camera Safety Act
Superintendent Bonnewell reviewed with the Board the School Bus Camera Safety Act direction. The cameras are designed to take photos of license plates of vehicles that pass when the stop arm is out. Ticket funds collected go to the local law enforcement. The district is able to contract with private vendors to put cameras on buses and collect proceeds.

Mrs. Weller asked how often this happens.

Mr. Bonnewell said that our bus drivers were asked and they said it happens all the time.

Mrs. Brown indicated this is a new law - unfunded but mandated?

Mr. Bonnewell responded that is not mandated. There is some aid available but not for the full price of the camera. There is no commitment yet, just exploring.

Mrs. Weller indicated that for the safety of the students, we should check out the cost.

Mr. Wadhams added that something was positioned at the Business Meeting. NYSSBA would support mandatory but shouldn't do; be a fine collector for a municipality.

Mr. Bonnewell responded that we would just be taking the photo. The police would collect the fine.

Mr. Wadhams indicated that the resolution as written for NYSSBA to support.

Mr. Bonnewell asked the Board if they wished for him to pursue conversation with the local police agency, logically the Sheriff.

Mrs. Weller asked if the cameras would always be on or only triggered when the stop arm was out.

Mr. Vallese responded that he had been in touch with a vendor about this. With a stop arm camera, the stop arm triggers the camera to turn on. The price is \$3,000 per bus and would be a \$100,000 expense for ACS buses if we install them.

Mrs. Sacco responded this should not be a district expense.

Mr. Sidari referenced a summary that authorizes school districts to receive some aid for cameras.

Mr. Bonnewell indicated that the question is do we need voter approval. In order to use funds from the Bus Purchase Fund, voter approval is needed. We could share some expense with the police.

- o Pool Issues Wednesday and Saturday
Superintendent Bonnewell shared with the Board that there were some pool issues on Wednesday. One drain came loose and divers were brought in with power tools they used under water to make the repair. The repair was completed on Thursday but there was some confusion on closure of the pool Saturday. There were no lifeguards available on Saturday due to miscommunication on who is in charge of pool closure. The communication issue has been cleared up for any future issues concerning the pool.
- o Solar Farm Letter - Hodgson Reply
Superintendent Bonnewell shared with the Board that a letter had been received from a company wanting to install a solar farm at the district. The Board was provided with a copy of the letter received together with a copy of the response letter prepared by Hodgson Russ, attorneys. The letter qualifies us to hold conversation with them.
- o BOCES Tour
Mr. Bonnewell shared with the Board that BOCES will be conducting a tour of their Sanborn Center on December 5th from 8:30 am - 10:00 am and the Medina Center on December 12th from 8:30 am - 10:00 am. Any Board member interested in attending a tour was asked to RSVP by November 25th. Mr. Bonnewell asked Board members to check their calendars and let us know.
- o King & King Architects/Archi-Technology
Superintendent Bonnewell reviewed with the Board that Kirk Narburgh of King & King Architects would be meeting with him and Derek Vallese on Friday, November 8th. An Archi-Technology representative will be meeting with the Smart Bond Committee on Tuesday, November 12th.
- o Major Events Before December Board Meeting
Superintendent Bonnewell shared with the Board the following major events taking place before the December Board meeting.
 - Veterans' Day Concert (Thursday, 11/7 at 7:00 pm)
 - Sectionals: Cross Country (Friday, 11/8 at Boys 10:30 am; Girls 11:35 am; awards 12:35 pm at Knox Farm, 437 Buffalo Road, East Aurora)

- Sectionals: Football (Friday, 11/8 at 5:00 pm at New Era Field)
- FFA Officer Retreat Trip (Friday, 11/8 - Saturday 11/9)
- Veterans' Day - Schools & Offices Closed (Monday, 11/11)
- Elementary School Parent Teacher Conferences (Wednesday, 11/13; Thursday, 11/14 early dismissal)
- Senior Tea (Thursday, 11/14 at 4:00 pm)
- Senior High Area All State (Friday, 11/15 - Saturday, 11/16)
- Winter Sports Contests Begin (Monday, 11/18)
- High School Coffee House (Thursday, 11/21 at 6:00 pm)
- Middle School Show (Friday, 11/22 at 7:00 pm, Saturday, 11/23 at Noon and 7:00 pm)
- Thanksgiving Recess (Wednesday, 11/27 - Friday, 11/29)
- Offices Closed (Thursday, 11/28 - Friday, 11/29)
- Board of Education Meeting (Monday, 12/2 at 7:00 pm)

Mrs. Harling asked if the slides will be available to the Board of Education.

Mr. Bonnewell responded that the slides will be provided with the Update at the end of the week.

Mrs. Harling asked the Board if there should be discussion before Executive Session regarding the Superintendent's Self-Evaluation.

Mrs. Sacco suggested that we come back to that.

Mrs. Brown asked if Mrs. Harling could make suggestions.

Mrs. Harling indicated the Needs Assessment is scheduled for Wednesday, November 13th at 5:30 pm.

Mrs. Brown asked who vetted them; has administration spoken to them and are there are districts that have used them.

Mrs. Harling responded Nicole and that PLC is used by Holley Central School District and found them to be fantastic; they cross-contract with BOCES. She will send out information in advance.

9. **BOARD DATES**

DAY	DATE	EVENT	TIME
Monday	December 2, 2019	Regular Board of Education Meeting	7:00 pm
Monday	January 6, 2020	Regular Board of Education Meeting	7:00 pm
Monday	February 3, 2020	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