

Little Flower Union Free School District
Board of Education Regular Meeting
October 24, 2016
Library – 4 p.m.

Walter Denzler, President
Charles Drexel, Vice-President
Monroe Hale
Nancy Hancock
Grace LoGrande
Sandra Townsend

MEMBERS PRESENT

Joseph Delgado
Raymond Fell
Corrine Hammons

MEMBERS ABSENT

Cynthia Stachowski, Superintendent
Ann Romeo, Asst. Supt. for Business
William Glasshagel, Principal
Kathleen Nolan, District Clerk
Alan Yu, Cullen & Danowski, LLP.
Deirdre Lunetta, Cullen & Danowski, LLP.
Jessica Cartelli, Teaching Assistant
Caulette Robinson, Teaching Assistant
Barbara Kullen

ALSO PRESENT

1. President Denzler called the meeting to order at 4:06 p.m. Superintendent Stachowski led with the pledge of allegiance.

CALL TO ORDER/
PLEDGE:

2. President Denzler welcomed all.

BOARD PRESIDENT'S
REPORT

3. Superintendent Stachowski reported on the following items:

SUPERINTENDENT'S
REPORT

- **New Staff Introduction** - New staff members, Jessica Cartelli, Teaching Assistant and Caulette Robinson, Teaching Assistant, introduced themselves to the Board and each provided a brief bio.

4:09 pm J. Cartelli & C. Robinson left meeting.

- **Audit Committee Report** –Vice President Drexel reported on the audit results and updated the board regarding the audit committee meeting with the Independent Auditors. He introduced Mr. Yu who reviewed the financial statements and noted that the District has satisfactorily implemented previous recommendations. The District received an "Unmodified (or Clean) Opinion".

4:49 pm A. Yu & D. Lunetta left meeting.

- **Ground Breaking Ceremony** – Scheduled for 11:30 am Friday, November 18th. There will be a luncheon served at the Cafe. Senator LaValle and Assemblyman Palumbo were invited. Invitations are being sent out.
- **Capital Project Bids** –Mechanical, Electrical and Plumbing contracts were rebid on 10/18/16; we are going to postpone the award for Mechanical contract.
- **APPR Resolution** – Our Hardship Waiver has been approved by the State. It's recommended that the Board approve the waiver.
- **Grant for New Van** - Senator LaValle provided a grant of \$40,000 for the purchase of a new van. The funds are now available and the selection process has begun.
- **LFCFS Services Contract** - Met with C. Hammons, K. Kundmueller, and S. Minogue to discuss protocol for discussing changes and/or increases in services on an annual basis.
- **Old BOCES Accounts Payable** - SCDSS monies arrived and District used the funds to pay towards the old balance owed to BOCES. We hope to pay off remainder of debt by year's end.
- **Lead Testing** - No results have been received as of yet. District has complied with regulations and will provide the board with results when received.
- **FOIL Request** - A request for financial investments information was received from OpenTheBooks. We provided them with what was requested.
- **Justice Center Concerns** - The Coalition of Special Acts discussed on-going frustration and numerous concerns related to the Justice Center and is seeking to meet with key personnel at the Justice Center to address concerns.
- **Did You Know That** -
Our Broker from First Niagara Risk Management will be coming for a tour of the campus and will be looking into our Workers' Compensation rates.
Superintendent Stachowski will be attending the NYSSBA Convention as will President Denzler.

- | | | |
|-----|--|-----------------------|
| 4. | W. Glasshagel reported on the first months of the new school year. Student elections were held and there was a tie for president. Spirit week ran from 10/17 - 10/21. Next week will be the Harvest Parade and Harvest Ceremony. We trying to do fun activities before January testing begins. | PRINCIPAL'S REPORT |
| 5. | G. LoGrande moved, S. Townsend seconded, carried 6-0 to approve the consent agenda | CONSENT AGENDA |
| 5.1 | G. LoGrande moved, S. Townsend seconded, carried 6-0 to approve minutes of the Regular Meeting of Monday September19, 2016. | Minutes |

- | | | |
|-----|--|-----------------------------------|
| 5.2 | | Financials |
| b.1 | G. LoGrande moved, S. Townsend seconded, carried 6-0 to accept the Treasurer’s Report for the month of September 2016. | Treasurer’s Report |
| b.2 | The Board President acknowledged receipt of the schedule of bills for the months of: September 2016: WN-9, WN-10, WN-11 Capital Fund: WN-2 | Schedule of Bills |
| b.3 | The Board President acknowledged receipt of the Budget Status Report for the month of September 2016. | Budget Status Report |
| b.4 | The Board President acknowledged receipt of the Accounts Receivable Report for the month of September 2016, at 9/30/16. | Accounts Receivable |
| b.5 | G. LoGrande moved, S. Townsend seconded, carried 6-0 to accept the Claims Audit Report for the month of September 2016. | Claims Audit Report |
| b.6 | The Board President acknowledged receipt of the Enrollment Projection for September 2016. | Enrollment Projection |
| b.7 | The Board President acknowledged receipt of the Monthly Board Financial Report for the month of September 2016. | Monthly Board Financial Report |
| b.8 | G. LoGrande moved, S. Townsend seconded, carried 6-0 to approve the following General Fund Budget Transfers: | Budget Transfers |

| <i>10/24/16</i> | | <i>LITTLE FLOWER UFSD</i> | |
|--|---|---------------------------|-----------------|
| APPROVED BUDGET TRANSFER SCHEDULE - GF TRANSFERS 2016-17 | | GENERAL SUPPORT | |
| ACCOUNT | DESCRIPTION | TRANSFER OUT | TRANSFER IN |
| A1620.1611 | SECURITY/FOOD - SUMMER | 885.00 | |
| A2110.1611 | TCHG ASST/TCHR AIDE - SUMMER | 1,700.00 | |
| A2110.1711 | BEHAVIORAL SALARIES - SUMMER | | 2,585.00 |
| A2110.1611 | TCHG ASST/TCHR AIDE - SUMMER | 2,011.00 | |
| A2250.1611 | 1:1 AIDE SALARIES - SUMMER | | 2,011.00 |
| A2820.1511 | PSYCH INSTR SALARIES - SUMMER | 895.00 | |
| A2820.15 | PSYCHOLOGIST INSTR SALARIES | | 895.00 |
| | TOTAL TRANSFER - SALARIES 10/24/16 | 5,491.00 | 5,491.00 |
| NET TRANSFER | | | 0.00 |

- b.9 G. LoGrande moved, S. Townsend seconded, carried 6-0, upon recommendation of the Audit Committee, to accept the Independent Audit Report for the fiscal year ending June 30, 2016, prepared by Cullen & Danowski LLP. Independent Audit Report
- b.10 G. LoGrande moved, S. Townsend seconded, carried 6-0, to approve a Budget Increase in the amount of \$40,000 for the 2016-17 School Year due to an unanticipated revenue of a Grant-in-Aid from the NYS Senate. Funds are to be used for the purchase of a new school van. Budget Increase 2016-17
- 5.3 G. LoGrande moved, S. Townsend seconded, carried 6-0 to accept recommendations of CSE Committee. CSE Recommendations
- 5.4 G. LoGrande moved, S. Townsend seconded, carried 6-0 to approve the following personnel items: PERSONNEL
- a. Teacher Aides – hourly at \$13.00/hr Employees Entering District P/T Temporary
- Meghan Cordaro
Travis Correa
Brendan McMahon
Jahnasia Miles
- b. Khianna Johnson, Teaching Assistant, resignation effective November 5, 2016 to pursue other opportunities. Employees Leaving District F/T Permanent
6. NEW BUSINESS
- 6.1 C. Drexel moved, M. Hale seconded, carried 6-0 to approve the surplus of children’s books and arrange for their disposal. Surplus Library Books
- 6.2 G. LoGrande moved, S. Townsend seconded, carried 6-0 to approve the surplus of computer equipment and arrange for it's disposal. Surplus Computer
- 6.3 M. Hale moved, C. Drexel seconded, carried 6-0 to approve the surplus of a 1992 Craftsman 10" Table Saw and arrange for it's disposal. Surplus Industrial Arts Equipment
- 6.4 N. Hancock moved, M. Hale seconded, carried 6-0 to accept the donation of a Yamaha Electone #L-15 electric organ from Laura Freeborn. Donation of Equipment

- 6.5 S. Townsend moved, M. Hale seconded, carried 6-0 to approve the following: Hardship Waiver

Ratification of Undue Burden Independent Evaluator Hardship Waiver Application

BE IT RESOLVED, that the Board of Education of the Little Flower Union Free School District, upon recommendation of the Superintendent of Schools, hereby approves the submission of an Undue Burden Independent Evaluator Hardship Waiver application to the State Education Department and hereby ratifies the execution and submission of such application on October 4, 2016 by the Superintendent of Schools and the Board President.

- 6.6 G. LoGrande moved, M. Hale seconded, carried 6-0 to approve the Little Flower Children & Family Services contract for services for 2016-17 in the amount of \$118,129. LFCFS Services Contract

- 6.7 S. Townsend moved, M. Hale seconded, carried 6-0 to award the following Contracts: Bid Awards

a. Electrical Contract to Palace Electrical Contractor, Inc. in the amount of \$514,000.00

b. Plumbing Contract to Hirsch & Co. LLC in the amount of \$180,000.00.

- 6.8 N. Hancock moved, C. Drexel seconded, carried 6-0 to reject the bid for Windows Contract and authorize to put out for re-bid. Bid Rejection

- 6.9 G. LoGrande moved, S. Townsend seconded, carried 6-0 to approve the Leahy Company Inc. to act on behalf of Little Flower UFSD in performing a Workers' Compensation Insurance Premium Review. Workers' Compensation

7. 4:56 p.m N. Hancock moved, S. Townsend seconded, carried 6-0 to enter Executive Session to discuss legal and personnel matters. EXECUTIVE SESSION

A. Romeo, W. Glasshagel, K. Nolan, and B. Kullen left meeting.

5:05 p.m. S. Townsend moved, G. LoGrande seconded, carried 6-0 to end Executive Session.

A. Romeo, W. Glasshagel, K. Nolan, and B. Kullen returned to meeting.

- | | |
|--|-------------|
| 8. W. Denzler asked board to discuss and decide how he should vote on legislation at NYSSBA Convention | BOARD FORUM |
| 9. At 5:37 p.m., G. LoGrande moved, C. Drexel seconded, carried 6-0 to adjourn. | ADJOURNMENT |

Respectfully submitted,



Kathleen A. Nolan
District Clerk

Approved: September 28, 2016