

**EAST AURORA UNION FREE SCHOOL DISTRICT**  
**Board of Education Meeting Digest for Wednesday, July 6, 2011**

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The meeting was called to order at 6:00 PM by District Clerk Jacquelyn Wopperer, who led the Pledge of Allegiance. Ms. Wopperer administered the oath of office to newly elected Board members Jessica Armbrust, Daniel Brunson and Stephen Zagrobelny. Next, elections were conducted for the positions of President and Vice-President of the Board of Education, with Mr. Brunson and Mrs. Lorika elected 5-0 for the respective chairs.

The Board of Education then appointed Jacquelyn E. Wopperer as District Clerk for the 2011-2012 school year. Also, Mr. Russ recommended that the Board of Education appoint Susan Hardy as District Treasurer for the 2011-2012 school year and, in her absence Barbra Mann, Assistant District Treasurer, be the authorized signature on checks.

#### **Superintendent's Comments**

Mr. Russ thanked Dr. Hoagland and Mr. Roberts for an excellent and enjoyable graduation ceremony, noting that it was a great celebration focusing on children.

He also noted another wonderful opportunity for our students in the form of a \$24,000 grant from the East Aurora Education Foundation that will bring iPad wireless devices to all buildings. Teachers Laura Cichocki and Colleen Kaminski wrote the grant, which ultimately will be valued at about \$75,000 over a three-year period.

Finally, Mr. Russ welcomed new board member Jessica Armbrust to the Board.

#### **Board members' comments and committee reports:**

Mr. Brunson also welcomed Mrs. Armbrust to the Board, and thanked the entire Board for their support in re-electing him as President. He also thanked Mrs. Lorika for her willingness to serve again as Board Vice-President. Mr. Brunson made reference to a letter he received from Mr. Scott Smith, EAHS Class of '66, and requested that Ms. Wopperer distribute copies to all members of the Board.

Mr. Brunson also noted requests from the Roycroft Campus Corporation on the topic of the Hubbard and Michelangelo statues, and from the Emergency Management Teams from the Town of Aurora and the East Aurora Fire Department on a safety proposal that will be presented to the Board at a future meeting. Mr. Brunson will contact them and schedule these presentations for an August or September meeting.

Mr. Sweet requested information on the Stewart Scholarship Fund and how it is administered, and if there is a review process in place to address possible issues. Mr. Brunson noted that this Scholarship Fund is administered by the Community Foundation of Greater Buffalo. He suggested that Dr. Hoagland be invited to a future meeting to address this topic and respond to specific questions and concerns of Board Members.

Mr. Holbrook requested further information on the Keller Scholarship Fund. Mr. Brunson noted that this scholarship is administered by the East Aurora Education Foundation. It was agreed that Dr. Hoagland will be asked to provide further information on this scholarship as well. This item will appear on a future agenda. Mr. Holbrook also shared that during a recent visit to Parkdale, while attending the recent Roycroft Art Festival, his out-of-town family had an opportunity to tour the Parkdale building. All were very impressed, and Mr. Holbrook expressed appreciation for the beautiful building and all the work that was necessary to bring it to its current state.

Mr. Zagrobelny noted a conflict for the Wednesday, August 17 Board meeting date, and Board members agreed to change the August meeting date to Tuesday, August 16.

#### **Reports**

Brian Kelley from Mach Architecture gave a status report on the current roofing project and an overview of the bidding process. Contractors will be notified of the result of tonight's bid award and a construction kickoff meeting is scheduled for July 8. Work should begin within ten days. Mr. Sweet requested that a roofing consultant be hired to oversee the project; the consultant would work for the architect with nominal fees, and be on-site frequently. Mr. Brunson polled the Board, and there were no objections to hiring the Brown Company as a consultant.

Mr. Blowers reviewed the May, 2011 Treasurer's Report and the Budget Status, Revenue and Fund Balance reports.

#### **Board discussion:**

Mr. Brunson and members of the Board of Education discussed the 2011-2012 Board of Education Self-Evaluation document and next steps in the process.

Mr. Brunson and members of the Board of Education discussed 2011-2012 Committee Assignments.

Mr. Russ and Mr. Brunson led a brief discussion to gauge interest for a Board/Administrative Retreat to be scheduled in the 2011-2012 school year.

## Legislation

Mr. Russ provided an overview of the recently enacted Property Tax Cap.

## The Superintendent recommended that the Board of Education:

- Approve of the following interscholastic appointments for the 2011-2012 school year:

Position	Name
Equipment Manager	Frank D'Avanzato
Varsity Cheerleading Coach	Jocelyn Sperduto
Cross Country Coach	Walter McLaughlin
Cross Country Assistant Coach	Martha McLaughlin
Varsity Football Head Coach	Timothy Wade
Varsity Football Assistant Coach	Gary Vara
Varsity Football Assistant Coach	John Swiniuch
Junior Varsity Football Head Coach	Christopher Cummins
Junior Varsity Football Asst. Coach	Aaron Barnett
Golf Coach	Ryan Ellis
Boys Varsity Soccer Coach	Kevin Beale
Girls Junior Varsity Soccer Coach	Catherine Haight
Girls Varsity Soccer Coach	Thomas Cashmore
Girls Modified Soccer Coach	David Downs
Boys Modified Soccer Coach	Justin Howell
Girls Swimming Coach	Cheryl Carpenter
Girls Swimming Assistant Coach	Kelly Dudek
Girls Tennis Coach	Gary Schutrum
Boys Volleyball Coach	Christopher Roth
Girls Varsity Volleyball Coach	Michael Battel
Girls Junior Varsity Volleyball Coach	Christopher Koselny
Girls Varsity Field Hockey Coach	Mary Hennessey
Girls Junior Varsity Field Hockey Coach	Colleen Fritz

- Approve minutes of the Board of Education meeting of June 20, 2011;
- Approve the recommendations of the committee on Special Education and Preschool Special Education;
- Designate M & T Bank as the District's lead bank and the following banks: J. P. Morgan Chase, Citizens Bank, Bank of America, Key Bank, HSBC and Five Star Bank as depositories for District monies;
- Authorize a petty cash fund maintained in the District Office in the amount of \$100.00 in the name of the District Clerk, and in each school building office in the amount of \$100.00 in the name of each principal for the 2011-2012 school year;
- Established the rate paid for mileage to employees who use their own vehicles for travel on school business at the Internal Revenue Service approved rate of \$.55½ per mile as may be changed from time to time, effective July 1, 2011, for the 2011-2012 school year;
- Authorize the bonding of the School Business Manager in the amount of \$800,000, District Treasurer in the amount of \$5,000,000 and the Tax Collector in the amount of \$3,000,000;
- Authorize the Superintendent to apply for Grants in Aid (State and Federal);
- Approve District's Participation in BOCES Cooperative Bidding and Other Cooperative Bidding Options;
- Approve the following resolution:
 

*WHEREAS, It is the plan of a number of public school districts in Erie #2-Chautauqua-Cattaraugus County BOCES, New York, and other governmental entities to bid jointly the following: Classroom/General Office Supplies, Audiovisual Equipment, Custodial Supplies, Calculators, Computer Supplies, Paper Supplies, Athletic Supplies, Hazardous Waste Removal/Disposal (Partial Listing, Additional Bids May be Added),*

*WHEREAS, The East Aurora Union Free School District is desirous of participating with other school districts in Erie #2-Chautauqua-Cattaraugus BOCES and any other state approved governmental entity in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, and,*

*WHEREAS, The East Aurora Union Free 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 thereon; therefore,*

*BE IT RESOLVED, that the Board of Education of the East Aurora Union Free School District hereby appoints the Business Manager at BOCES #2 and a committee chosen by him to represent it in all matters related to the above, and,*

*BE IT FURTHER RESOLVED, that the East Aurora Union Free 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 East Aurora Union Free School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and,*

*BE IT FURTHER RESOLVED, that the East Aurora Union Free School District 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 the successful bidder(s).*

- Approve the following resolution:

*WHEREAS, It is the plan of a number of public school districts in Orleans , Niagara, Erie, Chautauqua and Cattaraugus Counties, New York to bid jointly as Authorized by General Municipal Law, Article 5-G*

*WHEREAS, The East Aurora Union Free School District wishes to participate in the cooperative bidding program through the Niagara/Orleans BOCES that will be drafting specifications, advertising for bids, accept and opening bid, tabulating bids, reporting the results of the Board of Education and making a recommendation thereon;*

*BE IT FURTHER RESOLVED, that the East Aurora Union Free 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 East Aurora Union Free School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and,*

*BE IT FURTHER RESOLVED, that the East Aurora Union Free School District 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 the successful bidder(s).*

- Appoint the School Business Manager as the Title IX Compliance Officer for the 2011-2012 school year;
- Appoint the School Business Manager as the individual authorized to certify payrolls for the 2011-2012 school year;
- Appoint the School Business Manager as Purchasing Agent for the 2011-2012 school year and authorize him to sign all purchasing agreements not required to be signed by the Superintendent of Schools;
- Appoint the Town of Aurora, Town of Colden and Town of Elma Tax Collectors as School Tax Collector for the 2011-2012 school year;
- Approve of the Board of Education entering into an agreement with P & A Administrative Services, Inc. for the installation and administration of the District's 125 and 105h plans;
- Appoint Jacquelyn E. Wopperer as the Records Access Officer for the 2011-2012 school year;
- Appoint Barbra Mann as the Records Retention and Disposition Officer for the 2011-2012 school year;
- Appoint the following individuals to the Committee on Special Education for the 2011-2012 school year: Psychologists Catherine Warda-Bender, James Coleman, Marcia Nagle-Ahern; Speech Pathologists Diane Hourihan, Jill Sengbush, Amy Bilson, Katherine Dechert and Lindsay Messorre; Teachers Nancy Bauchat, Melissa Evans, Jackie Hanavan, Frank D'Avanzato, Brad Hornung, Clare Cavanaugh, Cheryl DiSarno, Sherry Macauley, Brian Hill, Cynthia Marinaccio, Kathryn Gaughan, Stacey Koch, Kristen Teeft,; Social Worker Julie Duffett; Principals Colleen Klimchuck, Mark Mambretti, James Hoagland, William Roberts (Assistant); Sub-Committee Chairperson Julie Duffett, Cathy Warda-Bender, Marcia Nagle-Ahern, James Coleman; District Chairperson Susan DiNatale; Parent Representatives Jolene Jeffe, Kristine Hoerner, Dawn McGee and Lisa Smith;

- Appoint the following individuals to the Committee on Preschool Special Education for the 2011-2012 school year: Erie County Representative, Preschool Agency Representative, Speech Pathologists Katherine Dechert and Lindsay Messoré, Parents Dawn McGee, and Lisa Smith, Jolene Jeffe; District Representatives Susan DiNatale, Chairperson; Psychologists Catherine Warda-Bender, James Coleman; Marcia Nagle-Ahern and Teachers Diane Hourihan, Jill Sengbusch and Amy Bilson;
- adopt the following list of Impartial Hearing Officers available for Erie County for the 2011-2012 school year as published by the State Education Department: Gayle T. Murphy, Craig Tessler, Aaron Turetsky, James Walsh, Mindy G. Wolman, Joan Alexander, Stuart Bauchner, Robert Briglio, Paul Bumbalo, Rivona Ehrenreich, Steven Goldsmith, James Hendra, Craig Hill, Martin Kehoe, Dora Lassinger, Michael Lazan, Nancy Lederman, and James McKeever;
- Appoint Marilyn Folaron as Surrogate Parent for the 2011-2012 school year;
- Appoint Business Manager as District representative to the Workers Compensation Consortium Board of Directors for the 2011-2012 school year;
- Appoint Business Manager as District representative to the School and Municipal Energy Cooperative Board of Directors for the 2011-2012 school year;
- Adopt a schedule of Board of Education dates and times for the 2011-2012 school year;
- Delegate authority to the Superintendent, or other District Administrator authorized by the Superintendent, to approve all field trips for the 2011-2012 school year;
- Authorize the Superintendent to employ part-time and temporary help within budget allocations for the 2011-2012 school year;
- Designate the *East Aurora Advertiser* and/or the *East Aurora BEE* and/or the *Buffalo News* as Official District newspapers for the 2011-2012 school year;
- Authorize the Superintendent, or other District administrator as authorized by the Superintendent, to approve all necessary conference attendance and school business trips and related expenses by employees and members of the Board of Education of the District for the 2011-2012 school year;
- Set date and time for the Annual Budget Hearing as Wednesday, May 2, 2012, 7:00 PM in the Main Street School Library;
- Set date and time for the Annual Budget Vote and Board of Education Election as Tuesday, May 15, 2012 in the Main Street School cafeteria with voting hours from 7:00 AM until 9:00 PM;
- Set date for the Reorganizational Meeting of the Board of Education for the 2012-2013 school year as 7:00 PM on Monday, July 2, 2012;
- Authorize the following School/Community Committees for the 2011-2012 school year: Budget Committee, Community Education Coordinating Committee, Audit Committee, Instructional Technology Committee, Safety Committee & District Security Sub-Committee, Visitation Committee, Athletic Advisory Committee, District Parent Council, Board Policy Committee, Curriculum/Textbook Review Committee, Staff Recognition Committee, and be authorized to create any additional School/Community Committees as the Superintendent deems necessary in order to achieve the District Goals for the 2011-2012 school year;
- Authorize the Superintendent to sign contracts;
- Appoint the Director of Pupil Services as the Section 504 Coordinator for the 2011-2012 school year;
- Appoint the Superintendent of Schools as the Section 504 Compliance Officer for the 2011-2012 school year;
- Approve the renewal of participation in the National School Lunch, Breakfast and Special Milk Program for the 2011-2012 School Year;
- Appoint Barbra Mann as Assistant District Treasurer for the 2011-2012 school year;
- Approve of Chairperson Pro-Tem list for 2011-2012;
- Approve of Director of Pupil Services as the Designated Education Official in accordance with Chapter 181 of the Laws of 2000 ("Safe Schools Against Violence in Education Act");
- Appoint Douglas Wicks as the District Asbestos (LEA) Designee;

- Approve the following Classified Substitute hourly pay rates for the 2011-2012 school year: Teacher's Aide, \$10.68; Clerk-Typist, \$12.76; Senior Clerk Typist, \$13.38;
- Appoint Robert W. Daigler, Jr. as Internal Auditor for the 2011-2012 school;
- Declare a list of textbooks as surplus and obsolete;
- Approve the following resolution:

*WHEREAS, the Board of Education of the East Aurora Union Free School District is authorized by Education Law 1709 to adopt by-laws and policies as necessary for the effective and orderly operations of the schools; and  
 WHEREAS, the Board of Education has reviewed its policies and made certain revisions and changes thereto; therefore  
 BE IT RESOLVED that the Board of Education hereby adopts this Policy Manual for the District in its entirety; and  
 BE IT RESOLVED that the policies contained in this Manual shall supersede all previous policies adopted by the Board of Education which are hereby revoked and rendered null and void; and  
 BE IT RESOLVED that the right to amend or revoke these current policies at any time is reserved to the Board of Education; and  
 BE IT RESOLVED that in the event any policy, part of a policy or section of the by-laws is judged to be inconsistent with law, inoperative by a court of competent jurisdiction, or is invalidated by policy or contract duly adopted by this Board, the remaining by-laws, policies, and parts of policies shall remain in full effect.*

- Appoint Lumsden and McCormick, Certified Public Accountant, P. C. as the District's External Auditor for the 2011-2012 school, effective July 1, 2011.
- Appoint Dr. Gerald Lauria as School Physician for the 2011-2012 school year effective July 1, 2011 through June 30, 2012.
- Appoint Sharon Ellis as Claims Auditor for the 2011-2012 school year, effective July 1, 2011.
- Approve the following resolution:  
*Resolved that the Board of Education hereby designates the Board President as the Board Member that shall have the authority to appoint an Impartial Hearing Officer on behalf of the Board of Education pursuant to Board Policy #7670 and Administrative Regulation #7670R.*
- Appoint Kristine Ward to handle matters relating to the District's Public Relations and Continuing/Community Education needs effective July 1, 2011;
- Approve the 2011-2012 Extension of Contract for Food Service Management with Personal Touch Food Service;
- Appoint Assistant Superintendent for Curriculum, Instruction and Personnel as Chief Information Officer effective July 1, 2011;
- Award the following base bid and alternate bid:

<b>Contract</b>	<b>Base Bid</b>	<b>Alt. Bid #1</b>	<b>Total</b>
Plumbing- Ackerman Plumbing, Inc.	\$26,477	\$15,633	\$42,110
Roofing – Joseph Sanders & Sons, Inc.	\$466,056	\$247,286	\$713,342
<b>TOTAL</b>	<b>\$492,533</b>	<b>\$262,919</b>	<b>\$755,452</b>

- Nominate Linda R. Hoffman as Area #1 Director for the New York State School Boards Association;
- Appoint Harris Beach, PLLC, Attorneys at Law for school legal services through June 30, 2012 under the same terms and conditions detailed in agreement approved by the Board of Education on December 8, 2010;
- Approve resolution approving the final form of closing documents for the financing of the district's previously authorized Capital Improvements Project for which a bond resolution was adopted on February 9, 2011 (and ratifying the execution and pending delivery of such closing documents by the President of the Board of Education):

*WHEREAS, following approval of a proposition by the qualified voters of the District present and voting at the special District meeting and vote duly called and held on January 25, 2011, the Board of Education (the "Board") of the East Aurora Union Free School District, Erie County, New York (the "District") adopted a certain bond resolution (the "Bond Resolution") entitled:*

*A BOND RESOLUTION, DATED FEBRUARY 9, 2011, OF THE BOARD OF EDUCATION OF THE EAST AURORA UNION FREE SCHOOL DISTRICT, ERIE COUNTY, NEW YORK (THE "DISTRICT"), AUTHORIZING THE DISTRICT (I) TO UNDERTAKE A PLANNED DISTRICT IMPROVEMENT PROGRAM CONSISTING OF THE RECONSTRUCTION OF THE DISTRICT'S HIGH SCHOOL ROOF AT A MAXIMUM ESTIMATED COST OF \$900,000, (II) TO TRANSFER \$250,000 OF FUNDS ON HAND IN THE REPAIR RESERVE FUND ESTABLISHED ON JUNE 30, 1999 (THE "REPAIR RESERVE FUND") TO THE DISTRICT'S CAPITAL RESERVE FUND ESTABLISHED ON MARCH 25, 2004 (THE "CAPITAL RESERVE FUND"), (III) TO EXPEND THEREFOR \$250,000 FROM THE DISTRICT'S CAPITAL RESERVE FUND AND (IV) TO ISSUE SERIAL BONDS OF THE DISTRICT IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$650,000, AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES IN ANTICIPATION OF THE SALE OF SUCH BONDS TO THE PRESIDENT OF THE BOARD OF EDUCATION OF THE DISTRICT and;*

WHEREAS, the District plans to enter into bond anticipation note financing arrangements that call for the District's issuance of its \$650,000 Bond Anticipation Note, 2011A in accordance with the Bond Resolution and pursuant to certain closing documents listed on Schedule A hereto (collectively, the "Financing Documents"); and

WHEREAS, the District is now prepared to close on the financing pursuant to the Financing Documents; and

WHEREAS, copies of the Financing Documents, as prepared by Hodgson Russ LLP (as bond counsel to the District), and as executed by the President of the Board on July 5, 2011, have been presented to the Board at this meeting of the Board; and

WHEREAS, the District is a party to the Financing Documents and the Board wishes to specifically authorize and ratify the execution, delivery and performance by the District of the Financing Documents;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE EAST AURORA UNION FREE SCHOOL DISTRICT BOARD OF EDUCATION AS FOLLOWS:

Section 1. The form and substance of the Financing Documents, as prepared by the District's bond counsel and presented to the Board at this meeting, are hereby approved; and

Section 2. The execution and delivery of the Financing Documents (dated the closing date of July 7, 2011) by the President of the Board (and by the District Clerk) on July 5, 2011 (with closing and funding to occur on July 7, 2011) is hereby ratified and specifically approved; and

Section 3. The Financing Documents, in substantially the forms thereof presented to this meeting, with such changes, variations, omissions and insertions as the President of the Board (or Vice President) shall approve, are hereby approved; and

Section 4. The officers, employees and agents of the District are hereby authorized and directed for and in the name and on behalf of the District to do all acts and things required or provided for by the provisions of the Financing Documents, and to execute and deliver all such additional certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purpose of the Bond Resolution and the Financing Documents, and to cause compliance by the District with all of the terms, covenants and provisions of the Financing Documents; and

Section 5. The Bond Resolution has not been modified or amended since its adoption, remains in full force and effect and is hereby reaffirmed; and

Section 6. This resolution is effective immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

**AYES:**

**NOES:**

Next regularly scheduled Board meeting – Wednesday, August 17, 2011

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**Members of the Board of Education:**

President Daniel Brunson, Vice-president Kathyann Lorca, Jessica Armbrust, MaryBeth Covert,  
S. Dennis Holbrook, Eric Sweet, Stephen Zagrobelny,

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