

**MINUTES OF THE 908 REGULAR BUSINESS MEETING  
BOARD OF EDUCATION  
AMHERST CENTRAL SCHOOL DISTRICT  
March 17, 2020  
District Office Conference Room**

**Present:** Jeanne Ernst, Lynn Errington, Mark Smith, Paul Steimle, Dominic Vivolo

**Not Present:** Lorry Goldhawk, Jessica McLaughlin

**Others Present:** Superintendent Anthony Panella; Assistant Superintendent Lynn Shanahan; Assistant Superintendent Michael Belle-Isle; Laura Bosinski, School Business Administrator

Meeting called to order by Paul Steimle, President, at 7:02 pm

**WRITTEN COMMUNICATION**

None

**VISITORS WISHING TO SPEAK**

None

**REPORT OF BOARD AND SPECIAL COMMITTEES**

None

**SUPERINTENDENT'S REPORT**

**Budget, Fund Balance & Reserves**

Business Administrator Laura Bosinski reviewed anticipated program and staffing changes for the 2020-2021 school year. She also reported on revenue and expenditure assumptions and projections. The overall budget forecast is projecting a \$836,002 gap.

The Board unanimously agreed to establish the Capital Improvements Reserve Fund at \$10,000,000 for ten (10) years.

**Thank you**

Superintendent Panella thanked his administrative team on how they have handled this pandemic which is unprecedented. He stated there was great collaboration and teamwork guided by what is best for kids and employees.

*A motion was made by Jeanne Ernst and seconded by Dominic Vivolo to approve the following New Business Items: E-1-a through h; E-2-a through d; and E-3-a, b, c, d, f and g. The motion unanimously carried (5-0).*

**NEW BUSINESS**

- a. Approve **Minutes** of March 3, 2020 Regular Board Meeting.
- b. Approve the Recommendations of the **Committee on Special Education** and the Subcommittee on Special Education.
- c. Approve the Recommendations of the **Committee on Preschool Special Education**.
- d. Adopt the 2020-2021 **Board of Education Calendar**.
- e. Approve awarding the **2019-2020 Capital Outlay Project** bid for an electrical contract to The State Group International Limited in the amount of \$78,500.00.
- f. Approve the **Health Textbook**: HealthSmart, Digital Edition, for the Middle School.
- g. Accept **Gifts/Donation** on the attached list and increase the District's 2019-2020 budget appropriation by \$2,450.00.
- h. Approve the establishment of a new **Capital Improvements Reserve Fund** in the amount of \$10,000,000.00 and the probable term of the Fund at ten (10) years.

## **PERSONNEL**

### **Instructional – Faculty**

1. Approve a **FMLA leave of absence** for **Laura Sommer**, Special Education Teacher at the Middle School, effective March 25, 2020 through June 10, 2020.

### **Civil Service**

1. Accept with regret and appreciation the resignation for purposes of **retirement** of **Michael Vitello**, Head Custodian at Smallwood Drive School effective June 13, 2020, with his last day of work being June 12, 2020.
2. Approve a **health leave of absence** for **Saundra Loffredo**, Transition Coordinator, from April 24, 2020 through June 5, 2020 (tentative dates).
3. Amend the appointment of **Tracey Ogilvie**, District Food Services Manager, from probationary to **permanent** effective date, March 31, 2020 upon successful completion of her 26-week probationary period in accordance with civil service regulations.
4. Amend the appointment of **Robert Anderson**, Laborer in the Middle School, from probationary to **permanent** effective February 26, 2020 upon successful completion of his 26-week probationary period in accordance with the ASSA contract.
5. Amend the appointment of **Apryl Chamoun**, Occupational Therapist in the Middle School, from probationary to **permanent** effective date, April 1, 2020 upon successful completion of her 26-week probationary period.
6. Amend the appointment of **Cheryl LaForte**, Principal Clerk Typist in the Windermere Boulevard School, from probationary to **permanent** effective March 11, 2020 upon successful completion of her 26-week probationary period.
7. Amend the appointment of **Robyn Myers**, Custodian in the Smallwood Drive School, from probationary to **permanent** effective January 9, 2020 upon successful completion of her 26-week probationary period.
8. Accept with regret and appreciation the **resignation** of **Heidi DuBois**, Provisional Senior Clerk Typist in the Special Education Department, effective March 12, 2020, with her last day of work on March 11, 2020.

### **Other**

1. Approve **Spring Coaches** for the 2019-20 school year.
2. Approve changes to the **2019-2020 Substitute list**.

## **FINANCIAL REPORTS**

Budget Status Reports: Summary (February 2020), Details (February 2020); Budget Transfers Report: General Fund (February 2020), Special Miscellaneous Fund (February 2020); Budget Transfer Report [over \$25,000]: General Fund (February & March 2020); Cash Flow Statement: July 1, 2019 – February 29, 2020; Warrant Reports (#0033 2/7/20, #0035 2/21/20); Treasurer's Report & Investments (February 2020)

### **Follow Up Action Items**

1. Mrs. Bosinski to discern the money market rate.
2. Ms. Williams to explore other types of investments.

A motion to enter into Executive Session for matters regarding the employment of a particular person was made by Mark Smith, seconded by Jeanne Ernst. Motion unanimously carried (5-0).

The board convened to Executive Session at 7:30 pm.

A motion to convene to Public Session was made by Jeanne Ernst, seconded by Lynn Errington. Motion unanimously carried (5-0).

The board convened to Public Session at 8:10 pm.

A motion to adjourn the meeting was made by Lynn Errington, seconded by Mark Smith. Motion unanimously carried (5-0).

The meeting adjourned at 8:10 PM.

The next regular Board of Education meeting to be held on Tuesday, April 7, 2020 at 7:00 PM.

Respectfully submitted by: Deborah Custodi, District Clerk