

BOARD OF SCHOOL DIRECTORS

Special Meeting
November 25, 2019

MINUTES

Call to Order

President Carlson brought the meeting to order at 7:01 p.m. in the high school library with a moment of silence and the flag salute. In the absence of the Secretary, Mr. Buchsen called the roll.

Roll Call

Board Present: Dr. Mark Carlson, Mrs. Lisa Drabert, Mr. Justin Fillhart, Mr. Kerry Hawver, Mrs. Erica Petruzzi, Mr. Jason Stake, Mr. Donald Tanner, Mr. Adam Moate, and Mr. Gary Buchsen.

Board Absent: Mr. Sean Lathrop and Mrs. Cheryl Nasto.

Others Present: Assistant Principal Erika Emerick, David DiTanna of Buffamante, Whipple, Buttafaro, PC, Lisa VanGorden, Kristi Freeman, Jonathan Stehle, Joyce Stehle, Andrea Veilleux, Robert Veilleux, and Hannah Hartman.

Public Comment

There were no comments relating to federal programs or agenda items.

Mr. Robert Veilleux addressed the Board with a concern relating to his son's bus stop. He said that his new job does not allow him to transport the student to school. The road is in a secluded, heavily wooded area with no street lights, is heavily hunted, has concerns with residence at end of road and safety issues, and has limited visibility pulling onto Route 6. Mr. Veilleux is requesting a bus stop be established at his driveway suggesting the bus then continue down around the loop to exit onto Route 6 in a much better visible area. Brief discussion was held with Mr. Veilleux answering various questions.

Superintendent's Report

Mr. Buchsen introduced Mr. Dave DiTanna of Buffamante, Whipple, Buttafaro to present the Independent Auditor's Report for the 2018-2019 fiscal year. Mr. DiTanna reviewed the graphic slide report highlighting various areas. They are providing an unmodified opinion indicating the financial statements are in accordance with generally accepted accounting principles with no exceptions which is the highest assurance that can be given. He expressed congratulations! He reported that because the district receives more than \$750,000 in federal funds, a single audit is also required. There were two items of concern in internal controls: 1) the auditor provides assistance in advice for year-end adjustments; and 2) reconciliation of asset and liability accounts that should be done throughout the year rather than at year end. The pension system is 46% unfunded which is \$54 billion; the district's share is \$22 million. He reported that total equity is pretty flat over the past three years; this year it is down about \$83,000. Revenue was fairly flat compared to last year noting local sources were up modestly. State sources were also up a bit, but much of the incline is due to pension costs increasing which increases the state reimbursement. Compared to last year there was a surplus of \$80,000 and this year a deficit of \$80,000 so basically broke even. The cafeteria fund shows total equity decreased by \$10,000. There was a pretty significant increase in revenue of about 15% due to participation, mostly in paid meals. Expenditures increased by about 5.5% primarily due to serving more food. The bottom line shows that without general fund subsidizing, the cafeteria would have a \$90,000 operating deficit. Mr. DiTanna reviewed the management letter as well. He thanked the board and administration for a good audit noting the district is holding its own in some particularly difficult times.

Personnel

Hired Mrs. Kiley Wojewoda as a temporary professional employee assigned as an elementary teacher effective January 8, 2020 at a salary of \$43,373 (BS, Step 2) prorated to actual start date and benefits set according to the Professional Agreement and district policy. Motion: E. Petruzzi; Second: L. Drabert. The motion carried unanimously.

Appointed Mr. Todd Wheaton as Mentor for Ms. Samantha Sessamen, newly hired science teacher during the 2019-2020 school year in accordance with the District's Induction Plan at a supplemental salary of \$1,588 per Schedule B of the Professional Agreement. Motion: L. Drabert; Second: J. Stake. The motion passed unanimously.

Filled the following supplemental positions for the 2019-2020 school year with salary set according to Schedule B of the Professional Agreement: Girls' Junior High Basketball Coach – Jill Stuckey, \$3,219 and Boys' Junior High Basketball Coach – Kyle Babcock, \$3,595. Motion: K. Hawver; Second: J. Stake. The motion was unanimously carried.

Approved the addition of Mr. Richard Bova, BS Childhood Studies to the Substitute List effective November 12, 2019. Motion: E. Petruzzi; Second: J. Stake. The motion was carried unanimously.

Finance

Accepted the Independent Auditor's Report for the period ended June 30, 2019 as prepared by Buffamante, Whipple, Buttafaro, PC and presented by Mr. David DiTanna. Motion: J. Stake; Second: K. Hawver. The motion passed unanimously.

Reappointed G.H. Harris Associates as 2019 delinquent per capita tax collector at no cost to the district. Motion: L. Drabert; Second: J. Fillhart. The motion was unanimously carried.

Authorized the administration to prepare and pay general fund bill lists for December, 2019 and January, 2020 with subsequent Board approval. Motion: J. Stake; Second: K. Hawver. The motion passed unanimously.

Transportation

There were two letters relating to a bus stop on Baker Road. Doctor Carlson recommended to have Mr. Muccio examine the run and provide a recommendation since the request is to change the route. Some discussion was held.

Board

Mr. Buchsen reported there is a new life skills student that just moved into the district who will likely need an aide. Administration is anticipating posting with hiring in January.

Mr. Buchsen provided an update on the general election results held on Tuesday, November 5. As of Friday afternoon, an e-mail was received from McKean County indicating the Board members who will be seated; therefore, it looks like the reorganization meeting will take place next Monday.

Mr. Buchsen provided a handout relating to the required School Board Member training which all newly-elected and re-elected board members must complete. There are training sessions scheduled at the Intermediate Unit Nine in Smethport on Thursday, December 12. Those interested in attending should register early.

Mr. Buchsen thanked Mrs. Drabert for her time serving on the Board and expressed his appreciation.

Adjournment

Motion: J. Stake; Second: E. Petruzzi. The motion carried unanimously. Doctor Carlson adjourned the meeting at 8:04 p.m.

Respectfully submitted,

ADAM C. MOATE
Secretary to the Board of School Directors