DATE: February 5, 2014  
TIME: 5:30 PM  
PLACE: Center at Olean

BOARD MEMBERS PRESENT:  
Lou Nicol, Vice President  
Gilbert Green  
Charles Joyce  
Robert Keenan  
Heinke Lillenstein (via video-conferencing)  
Brad Sande

BOARD MEMBERS ABSENT:  
Susan Potter, President  
Maxine Dowler  
Brian Eaton

STAFF PRESENT:  
Lynda Quick, District Superintendent  
Sally Nenno, District Clerk  
Thomas Potter, Controller  
Pam Kirkwood, Director Personnel & Labor Relations  
Carol Fial, Director Special Education  
Mike Graf, Director Technology  
Tracie Preston, Director CTE  
Tim Cox, Director Instructional Support Services  
Kathleen Brisky, Principal  
Steve Dieteman, Principal  
Noel Sheehy, Principal  
Karen Coleman, Treasurer  
April Shelton, Purchasing Agent  
Laurie Sledge, BESPA Rep  
Tim Clarke, Program Manager  
Cindy Crandall, Program Manager  
Brian Crawford, Program Manager  
Dean McKnight, Manager Facility Services

Vice-President Lou Nicol called the meeting to order at 5:32 p.m. with the Pledge of Allegiance.

Motion by G. Green, second by C. Joyce to approve the minutes of the regular board meeting held January 8, 2014. 6 Ayes, 0 No votes. Motion carried.

Motion by G. Green, second by R. Keenan to approve the regular monthly financial reports for the month of December 2013. 6 Ayes, 0 No votes. Motion carried.

Equipment purchases were noted.
Executive – Met and reviewed the agenda.
Audit – Met today and reviewed the October, November & December warrants, random files, claims audit and the extracurricular and single audit reports.

Committee Reports
L. Quick presented Board Excellence awards to Lou Nicol & Bob Keenan.
L. Quick congratulated Bill Baker on 30 years with BOCES.
H. Lillenstein commented on the principal’s reports - impressed with the nice accomplishments and would like the general public made aware of.
L. Quick - GEA Rally on 2/27 in Lackawanna response to governor’s proposal to reduce the GEA.

Citizen’s Input
Motion by R. Keenan, second by B. Sande to approve contracts/agreements as listed below. 6 Ayes, 0 No votes. Motion carried.

Service Contracts
- **Sum Total Systems, Inc.,** for P-OntrackOnline renewal for the period of June 1, 2014 through May 31, 2015 at a cost of $5,069.47.
- **Nova Healthcare Administrators,** for medical claims adjudication, for the period of July 1, 2013 through June 30, 2015 at a cost of $14.10 per enrollee, per month.
- **P & A Administrative Services,** for COBRA administration and business associate agreement for the period of November 1, 2013 through October 31, 2014 at a cost of $10 and $20 per notice.
- **Premier Consulting Associates, LLC,** for cost management services for the Allegany Cattaraugus Schools Medical Plan for the period of December 1, 2013 through November 30, 2014 at a cost of 30% to $35% of the savings or recoveries.
- **Advanced Academics,** to terminate a contract for distance learning/online courses effective April 7, 2013, with final payments to be made by July 1, 2014.

Motion by H. Lillenstein, second by G. Green to have the Cattaraugus- Allegany-Erie-Wyoming BOCES enter into agreements for the Special Projects/Workshops listed below. 6 Ayes, 0 No votes. Motion carried.
1. Barbara McClintock, Arts in Education-Cattaraugus/Little Valley & Wellsville, for 2 presentations at a total cost of $3,800.
2. Satellite Sports Group DBA Perfection on Wheels, Exploratory Enrichment-Bolivar/Richburg, for one day at a cost of $1,597.
3. Dave Ruch, Arts in Education-Scio, for one assembly at a cost of $515.
4. Mike Torrey, OM-21 districts, one day at a cost of $500.
5. Explore & More Children's Museum, Arts in Education-Franklinville, for one day at a cost of $350.
6. Wellsville Middle/High School, OM-21 districts, one day at a cost of $2,000.
7. Bob Holmes-One Man Volleyball Team, Exploratory Enrichment-Bolivar/Richburg & Portville, for two presentations at a total cost of $2,000.
8. Cathy Lacy, Arts in Education-Cattaraugus/Little Valley, for one presentation at a cost of $150.
9. Young Audiences of WNY, Arts in Education-Cattaraugus/Little Valley, for one performance at a cost of $1,625.

Motion by B. Sande, second by G. Green to approve the following field trip request. 6 Ayes, 0 No votes. Motion carried.

Motion by C. Joyce, second by R. Keenan to approve the 2014/15 Student Calendar as presented. 6 Ayes, 0 No votes. Motion carried.
Emergency Procedures – L. Quick explained the timeline of the incident with a note found in a restroom a few weeks ago. Staff met with on the importance to turn something like that in immediately. An emergency procedure guide has been prepared to be placed in classrooms and throughout the building.

Tom Potter reviewed areas of the board, administrative and capital budgets. Each director gave an overview of their division’s budgets. L. Nicol thanked everyone for their hard work.

Motion by C. Joyce, second by G. Green to ACCEPT the lowest responsible copy paper bid totals as follows:

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th># of Items</th>
<th>Total Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTRACT PAPER GROUP, INC</td>
<td>23</td>
<td>$182,613.84</td>
</tr>
<tr>
<td>XPEDX</td>
<td>41</td>
<td>$30,517.05</td>
</tr>
<tr>
<td>TOTAL</td>
<td>64</td>
<td>$213,130.89</td>
</tr>
</tbody>
</table>

6 Ayes, 0 No votes. Motion carried.

Motion by B. Sande, second by R. Keenan to ACCEPT the lowest total responsible laser printer and accessories bid $4,896.60 from: JTF Business Systems, 5568 General Washington Drive A203, Alexandria, VA 22312. 6 Ayes, 0 No votes. Motion carried.

Motion by H. Lillenstein, second by B. Sande to ACCEPT the lowest responsible bid of $730.85 each from Paxton Patterson for (8) Vault Cabinets for a total of $5,846.80. (8 each to be located at Belmont’s Power Equipment Technology class). 6 Ayes, 0 No votes. Motion carried.

Motion by G. Green, second by R. Keenan to ACCEPT the lowest responsible bid of $5,911.00 from Niagara Frontier Automobile Dealers Association for (1) Wheel Balancer. (1 to be located at Belmont’s Auto Mechanic Technology class). 6 Ayes, 0 No votes. Motion carried.

Motion by G. Green, second by H. Lillenstein to REJECT the bid of $4,477.34 from Carquest of Springville for (1) Cantilever Rack as it is more than the original estimate received. It is recommended we purchase from a responsible vendor of choice not to exceed the original estimated price of $2,400.00 by following the Board policy for obtaining quotes. (1 be located at Belmont’s Building Technology class). 6 Ayes, 0 No votes. Motion carried.

Motion by R. Keenan, second by G.Green to REJECT the bids of $21,833.33 and $22,702.00 from Carquest of Springville and Niagara Frontier Dealers Association respectively as it was discovered accessories were not included in the original specification. A RE-BID will take place with the additional specification information. (1 to be located at Ellicottville’s Auto Mechanic Technology class) 6 Ayes, 0 No votes. Motion carried.
Motion by R. Keenan, second by C. Joyce to **ACCEPT** the lowest responsible printing services bids (sole bids) as listed on the spreadsheet below from: Mercury Print Productions, 50 Holleder Parkway, Rochester, NY 14615.

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Unit $ per sheet printed, bound &amp; delivered direct</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spiral Bound Book &lt; 150 Pages</td>
<td></td>
</tr>
<tr>
<td>Cover - Full Color 100# Glossy Stock, 8-1/2” x 11”</td>
<td>$.250</td>
</tr>
<tr>
<td>Spiral Bound Book &lt; 150 Page</td>
<td></td>
</tr>
<tr>
<td>Inside – Black &amp; White 60# Text, 8-1/2” x 11”</td>
<td>$.076</td>
</tr>
<tr>
<td>Spiral Bound Book &lt; 150 Page</td>
<td></td>
</tr>
<tr>
<td>Inside – Full Color 60# Text, 8-1/2” x 11”</td>
<td>$.118</td>
</tr>
<tr>
<td>Spiral Bound Book &gt; 150 Page</td>
<td></td>
</tr>
<tr>
<td>Cover - Full Color 100# Glossy Stock, 8-1/2” x 11”</td>
<td>$.250</td>
</tr>
<tr>
<td>Spiral Bound Book &gt; 150 Page</td>
<td></td>
</tr>
<tr>
<td>Inside – Black &amp; White 60# Text, 8-1/2” x 11”</td>
<td>$.073</td>
</tr>
<tr>
<td>Spiral Bound Book &gt; 150 Page</td>
<td></td>
</tr>
<tr>
<td>Inside – Full Color 60# Text, 8-1/2” x 11”</td>
<td>$.115</td>
</tr>
<tr>
<td>Perfect Bound Book</td>
<td></td>
</tr>
<tr>
<td>Cover - Full Color 100# Glossy Stock, 8-1/2” x 11”</td>
<td>$.250</td>
</tr>
<tr>
<td>Perfect Bound</td>
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<td>$.115</td>
</tr>
</tbody>
</table>

6 Ayes, 0 No votes. Motion carried.

Motion by B. Sande, second by G. Green, to approve personnel items 1.1 – 12.3 as presented. 6 Ayes, 0 No votes. Motion carried.

Appendix A – Personnel follows at the end of the minutes.

Motion by R. Keenan, second by G. Green to adjourn the meeting at 7:14 p.m. 6 Ayes, 0 No votes. Motion carried.

Respectfully submitted,

Sally Nenno, District Clerk