

OLEAN CITY SCHOOL DISTRICT
410 West Sullivan Street
Olean, NY 14760

The Regular Meeting of the Board of Education of the City School District of Olean, NY was held on Tuesday, January 24, 2023, at 6:36 p.m., in person Olean High School Board Room, 410 West Sullivan Street Olean, NY. The meeting was called to order by Mary Hirsch-Schena, President, with a moment of personal reflection or a silent prayer. The Board of Education recited Pledge of Allegiance to the Flag.

PRESENT: Mary Hirsch-Schena, President
Julio Fuentes, Vice President
Andrew Caya
Lee Filbert
Kelly Keller
Ira Katzenstein
James Padlo
Rychelle Weseman (arrived at 7:00 pm)

Excused: Daniel Farnham (excused)

ALSO PRESENT: Dr. Genelle Morris, Superintendent
Dr. Marlon Lee, Assistant Superintendent of Academic Services
Victoria Zaleski-Irizarry, District Clerk
Jenny Bilotta, Business Administrator
Jen Mahar, Director of Special Programs
Jen Kless, Director of Curriculum and Instruction
Lauren Stuff, Washington West Principal
Jeff Andreano, Olean High School Principal
Rachael Schreiber, Teacher
Angie Marconi, Teacher
Ryan Nawrot, Teacher
Marie Rakus, Teacher
Lonnie Farrington, Labor Relations Attorney – BOCES
Kim Wallace, NYSUT
Kellen Quigley, Olean Times Herald

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Moved by J. Padlo, seconded by L. Filbert, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the agenda as presented.

Agenda Approved

Ayes 7

Nays 0

Motion Carried

Commendations/ Communications

Communications/
Commendations

Commendations:

a. Congratulations to the following recipients of the December Harold Dutton Spotlight Award:

Gabby Jones, Brooke Capito, Ashlyn Flood, Hayden Schwindler, Janelle Ryan Havers, Danny Havers, Sierra Cassford, Nick Austin, Kennlee Spears, Dylan Tanyi, Mason Tanyi, Shaina Gould, Lokesh Anumalasetty, Drew Guenther, Natalie Snyder, Riti Anumalasetty, Lily Todd, Israel Greene, Jason O'Brien, Gabby Jones, Emma Adamski, Gavin Champlin, Norra Anastasia, Sophie Bartman, Faith Schreiber, Saana Booker, Arianna Cole and Jermaine Bell

Communications:

12/27/22 email to board from James Dwaileebe

Public Comments:

Public Comments

Tim Sherlock – community member, tax payer, parent

Discussed: transparency; all members of community to watch board meetings on YouTube; he submitted a FOIL; district financial responsibility; spending going forward; staff retention; field trips; what is being spent on coaches; people in a district position of power should have to be “present”. Looks forward to the Coffee with the Superintendent and hopes to get some answers to his questions that were distributed to the board.

Board Report:

Board Report

- a. January 17, 2023 Work Session – discussed March 14th capital project vote
- b. Capital Project Public Hearing – February 28th at 6:30 pm in the OIMS LGI Room
- c. The district continues to work on the Strategic Plan
- d. Allegany/Cattaraugus School Board Association Legislative Breakfast – February 4th – several board members have registered

Superintendent Report:

Superintendent
Report

- a. Student Progress and Projected Graduation Rate – Jeff Andreano
- b. Coffee with the Superintendent Sessions – morning sessions at each of the district schools at 7:30 am; one at the OPL 2/27 at 10 am; one evening session at OHS at 6 pm

Rychelle Weseman arrived at 7:00 pm.

Committee Reports:

Committee Reports

Safety Committee – December 7

School Health Team – December 8

Operations – December 12 and January 9

Buildings and Grounds – January 17

Moved by J. Fuentes, seconded by J. Padlo, to adjourn from the Regular Meeting and enter Executive session at 7:07 pm to discuss personnel issues. Lonnie Farrington, Kim Wallace, Ryan Nawrot, Angie Marconi, and Rachael Schreiber invited to attend.

Executive Session

Ayes 8

Nays 0

Motion Carried

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Moved by J. Padlo, seconded by A. Caya, to adjourn from Executive Session and reconvene to the Regular Meeting at 8:27 pm.

Reconvene to
Regular Meeting

Ayes 8

Nays 0

Motion Carried

Discussion Items:

Discussion Items

Policy Review

Second Readings:

1334 - Duties of the External Auditor

1335 - Duties of the Claims Auditor

1339 - Duties of the Internal Auditor (part of Policy 5600 Audit Committee)

3210 - Visitors to School

3271 - Use of School Materials and Equipment

3280 - Use of School Facilities, Material and Equipment

3281 - Use of Facilities by Boy Scouts of American and Patriotic Youth Groups

3290 - Operations of Motor-Driven Vehicles on School Property

5630 - Facilities, Inspection, Operation and Maintenance

5681 - School Safety Plan

First Readings:

1110 - School District and Board of Education Legal Status and Authority

1338 - Duties of the School Physician/Nurse Practitioner

5685 - Cardiac Automated External Defibrillators

6151 - Drug Free Work Place

Turf Field

Moved by A. Caya, seconded by J. Padlo, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following Consent Agenda items: Consent Agenda

BE IT RESOLVED, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following Consent Agenda items:

The December 13, 2022 Regular Board Meeting Minutes

The Treasurer's Reports dated December 31, 2022, be accepted and placed on file.

The Warrant Report for December 2022 be accepted and placed on file.

The Internal Claims Auditor Exception Report for the period covering month ending December 31, 2022, be accepted and placed on file.

That the CSE recommendations reviewed on January 24th be approved.

2022-2023

908002849	908003246	908000802	908003980	908002913
908001138	908002451	908002696		
908004714	908003802	908003926	908004436	908004056
908004797	908002397	908004214	908003922	908003329
908003226	908004808	908003094	908002531	908003570

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908003949	091050004	908003287	908000819	900457923
908001914	908001236	908000993	908002452	908000757
908003954	908002018	908000787	092790000	908001567
908002648	908001832	908002003	908002805	908001520
908003601	100500004	908002198	908002606	908002606
908004202	908003568	908003604	908002503	092650002
908003050	908002126	908002946	908002421	908002265
908002959	908003617	082520010	908002944	908002084
101790001	908002688	908002705	090210002	908002541
908002482	908001267	093360001	101610000	092960000
908002942	908002948	908003334	908003985	908004023

That the CPSE recommendations reviewed on January 24th be approved.

2022-2023

908004544	908004502	908004507	908004723	908004791
908004236	908004528	908004560	908004796	908004816
908004758	908004717	908004800		

2023-2024

908004502	908004814	908004806	908004825	908004816
908004804				

CPSE to CSE

2023-2024

908004507	908004236
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The December 31, 2022, Intra-fund Transfer listing in the amount of \$21,000.00 be accepted/approved and placed on file.

The list of substitutes be approved.

The school pickup truck and auditorium seats be declared surplus (bids being accepted).

2011	Ford	F350	1FDRF3H6XBEA47585
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Ayes 8

Nays 0

Motion Carried

Moved by I. Katzenstein, seconded by A. Caya, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following SEQRA resolution:

SEQRA Resolution
Adopted

CITY SCHOOL DISTRICT OF THE CITY OF OLEAN
 BOARD OF EDUCATION

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Resolution Amending and Confirming SEQRA Negative Declaration for
Modification of Capital Improvements Project, 2020 and
Smart Schools Bond Act East View Elementary School Pre-K Addition

WHEREAS, the City School District of the City of Olean (the "Olean City School District" or "District") and its Board of Education (the "Board") proposed to undertake a Capital Improvements Project, 2020 and a Smart Schools Bond Act East View Elementary School Pre-K Addition Project (the "Projects") at the District's facilities and sites; and

WHEREAS, as a Type I action, a coordinated review was conducted with the District/Board as the "Lead Agency" in accordance with State Education Department policy and procedure and State Environmental Quality Review Act ("SEQRA") and its implementing regulations; and

WHEREAS, the District/Board duly considered the proposed Projects which will be undertaken at approximately the same time, the SEQRA Environmental Assessment Form addressing both Projects, the criteria for determining whether the Projects will have a significant adverse impact on the environment as set forth in 6 N.Y.C.R.R. § 617.7(c) of the SEQRA regulations, input from involved agencies including the New York State Department of Environmental Conservation and the Dormitory Authority of the State of New York regarding its authorization of the expenditure of bond proceeds for the Capital Improvements Project, 2020, and such other information deemed appropriate; and

WHEREAS, the District/Board identified the relevant areas of environmental concern, took a hard look at these areas, determined that the proposed actions will not result in a significant adverse impact on the environment, and in a Negative Declaration in January 2020 made a reasoned elaboration of the basis for its determination; and

WHEREAS, the Capital Improvements Project, 2020 was approved by the qualified voters of the District in March 2020 (the Smart Schools Bond Act Project did not require public approval); and

WHEREAS, construction of many of the scope items of both Projects have been completed or are underway, but one portion of the Capital Improvements Project, 2020 for which construction has not yet commenced is the construction of athletic fields at the Olean Intermediate Middle School ("OIMS") campus; and

WHEREAS, given unexpected costs associated with both the need to remove, transport, and dispose of fill material and historically-impacted soils which have been discovered during pre-construction design work, and rising construction costs generally, the District will seek public approval for the additional expenditures and modest scope revisions; and

WHEREAS, much of the area on the OIMS campus that will be disturbed was already contemplated to be disturbed for the construction of site improvements including the synthetic turf fields and associated drainage and other accessory upgrades, and the scope of the Projects, including area of site work and land disturbance, remains nearly the same as originally contemplated at the time of the SEQRA review and Negative Declaration in 2019/2020; and

WHEREAS, Part 1 of the Environmental Assessment Form completed for the Projects was amended to address the proposed Modification of the Capital Improvements

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Project, 2020, and was circulated in December 2022 to potentially involved and interested agencies to provide information on the proposed modifications; and

WHEREAS, the District/Board as the lead agency under SEQRA reviewed the proposed Modification of the Capital Improvements Project, 2020 and related amendments to the Environmental Assessment Form, the criteria for determining whether the actions will have a significant adverse impact on the environment as set forth in 6 N.Y.C.R.R. § 617.7(c) of the SEQRA regulations, and such other information as has been deemed appropriate; and

NOW, THEREFORE, BE IT RESOLVED by the Olean City School District Board of Education that:

1. The District/Board as the lead agency under SEQRA determines that the proposed Modification of the Capital Improvements Project, 2020 and the Smart Schools Bond Act East View Elementary School Pre-K Addition Project, even when considered together, will not change the January 2020 determination that the projects will not result in a significant adverse impact on the environment.
2. The attached amended Negative Declaration, incorporated herein by reference, is issued and adopted for the reasons stated in the attached amended Negative Declaration, and amended Parts 1, 2, and 3 of the Environmental Assessment Form are also incorporated herein by reference.
3. The Superintendent of the District is authorized to sign and file or have filed on behalf of the District/Board all documents necessary to comply with SEQRA.
4. This resolution is effective immediately.

Ayes 8

Nays 0

Motion

Moved by A. Caya, seconded by R. Weseman, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following Building Project Resolution of Necessity:

Building Project
Resolution of
Necessity

A RESOLUTION OF THE CITY SCHOOL DISTRICT OF THE CITY OF OLEAN, CATTARAUGUS COUNTY, NEW YORK (THE "DISTRICT"), ADOPTED JANUARY 24, 2023, SPECIFYING, IN DETAIL, THE NECESSITY FOR A "MODIFICATION OF CAPITAL IMPROVEMENTS PROJECT, 2020" TO AUTHORIZE AND PROVIDE FOR CERTAIN CHANGES TO THE DISTRICT'S VOTER-APPROVED (2020) CAPITAL IMPROVEMENTS PROJECT INVOLVING ADDITION TO, AND RECONSTRUCTION OF, SCHOOL BUILDINGS AND OTHER FACILITIES, AND VARIOUS SITE AND ATHLETIC FIELD IMPROVEMENTS, AND TO APPROVE AN ADJUSTED ESTIMATED MAXIMUM COST OF \$30,300,000 FOR SUCH PROJECT.

WHEREAS, the Board of Education (the "Board") of the City School District of the City of Olean, Cattaraugus County, New York (the "District") undertakes capital projects on a regular and frequent basis, consistent with New York State Education Department guidelines and requirements; and

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WHEREAS, in late 2019 and early 2020, the District and its Board, as lead agency, completed a coordinated SEQRA review of a particular capital improvements project commonly referred to as the "Capital Improvements Project, 2020" (the "Original Project"); and

WHEREAS, in connection with the Original Project, the Board adopted a negative declaration resolution, a resolution of necessity and a bond resolution, all of which were dated January 7, 2020, with the bond resolution having been subsequently approved by a vote of the qualified voters of the District present and voting at the special meeting and vote that was held on March 10, 2020; and

WHEREAS, such approved bond resolution (the "Original Bond Resolution") authorized the Original Project at a maximum estimated cost of \$24,800,000, with such amount to be funded by the expenditure of \$750,000 from the District's capital reserve fund and by the issuance of up to \$24,050,000 of debt obligations of the District; and

WHEREAS, many components of the Original Project have been completed or are underway; and

WHEREAS, a component of the Original Project for which construction has not yet commenced involves the development and enhancement of the athletic fields and related structures at the Olean Intermediate Middle School campus ("OIMS"); and

WHEREAS, due to unexpected cost increases associated, particularly, with the need to remove, transport, and dispose of historically-impacted soils that were discovered during pre-construction design work, and rising construction costs generally (due in part to the Covid-19 pandemic and related supply chain disruptions), the Original Project is now proposed by the Board to be modified to authorize an increase in the estimated maximum cost thereof, and certain revisions to the funding arrangements, so that the Board's original intent with respect to the scope of work involved can be realized, albeit at a higher cost than originally anticipated;

Now, therefore, be it

RESOLVED, BY THE BOARD OF THE CITY SCHOOL DISTRICT OF THE CITY OF OLEAN, IN CATTARAUGUS COUNTY, NEW YORK, AS FOLLOWS:

SECTION 1. The Board hereby determines that in order to continue to provide safe, efficient and appropriate educational facilities and resources for the students and employees of the District (and other persons utilizing District-owned properties and facilities), it is necessary and appropriate to authorize a modification of the Original Project.

SECTION 2. Such modification is referred to as the "Modification of Capital Improvements Project, 2020" or as the "Modified Project".

SECTION 3. The Original Project involved addition to, and reconstruction of, school buildings and other facilities, various site and athletic field improvements, and the acquisition of certain original furnishings, equipment, and apparatus and other incidental improvements required in connection therewith for such construction and school use.

SECTION 4. The Modified Project (if approved by the District's voters) will continue to involve essentially all of the elements of the Original Project (many of which have either been completed or are underway), albeit at a higher cost than initially anticipated.

SECTION 5. The Modified Project is generally described in (but is not to be limited by) a modified detailed plan that has been prepared by the District with the assistance of Young + Wright Architectural that is on file and available for public inspection in the administrative

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offices of the District. The Modified Project is to be undertaken at an adjusted estimated maximum cost of \$30,300,000.

SECTION 6. This resolution shall take effect immediately.

The foregoing resolution was duly put to a vote on roll call which resulted as follows:

AYES:

Andrew Caya
Lee Filbert
Julio Fuentes
Mary Hirsch-Schena
Ira Katzenstein
Kelly Keller
James Padlo
Rychelle Weseman

NOES:

ABSENT:

Daniel Farnham

The foregoing resolution was thereupon declared duly adopted.

Ayes 8

Nays 0

Motion

Moved by A. Caya, seconded by J. Padlo, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following resolution to wit:

Resolution
Amending Bond
Resolution Adopted

AN AMENDING BOND RESOLUTION, DATED JANUARY 24, 2023, OF THE BOARD OF EDUCATION OF THE CITY SCHOOL DISTRICT OF THE CITY OF OLEAN, CATTARAUGUS COUNTY, NEW YORK (THE "DISTRICT"), REVISING THE BOND RESOLUTION THAT WAS ADOPTED ON JANUARY 7, 2020, AND AUTHORIZING THE DISTRICT (A) TO CONTINUE TO UNDERTAKE AND FINANCE A "MODIFICATION OF CAPITAL IMPROVEMENTS PROJECT, 2020" (THE "MODIFIED PROJECT") THAT CONTINUES TO CONSIST OF ADDITION TO, AND RECONSTRUCTION OF, SCHOOL BUILDINGS AND OTHER FACILITIES, AND VARIOUS SITE AND ATHLETIC FIELD IMPROVEMENTS, BUT NOW AT A REVISED ESTIMATED MAXIMUM COST OF \$30,300,000 (WITH THE INCREASE BEING DUE PRIMARILY TO UNANTICIPATED NECESSARY SOIL REMOVAL WORK AND GENERAL PANDEMIC-RELATED COST ESCALATIONS), (B) TO EXPEND OR APPLY TOWARD THE MODIFIED PROJECT (DURING THE 2020-2021 FISCAL YEAR OF THE DISTRICT, WITH THIS HAVING ALREADY OCCURRED) \$750,000 FROM THE DISTRICT'S CAPITAL RESERVE FUND, (C) TO EXPEND OR APPLY TOWARD THE MODIFIED PROJECT (DURING THE 2022-2023 FISCAL YEAR OF THE DISTRICT) AN ADDITIONAL \$1,500,000 FROM THE DISTRICT'S CAPITAL RESERVE FUND, AND (D) TO FINANCE THE BALANCE OF THE COST OF THE MODIFIED PROJECT BY THE ISSUANCE OF SERIAL BONDS OR OTHER OBLIGATIONS OF THE DISTRICT IN A REVISED AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$28,050,000 PURSUANT TO THE LOCAL FINANCE LAW, AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES IN ANTICIPATION OF THE SALE OF SUCH OBLIGATIONS TO THE PRESIDENT OF THE BOARD OF EDUCATION OF THE DISTRICT.

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WHEREAS, the Board of Education (the "Board") of the City School District of the City of Olean, Cattaraugus County, New York (the "District") adopted a certain bond resolution on January 7, 2020 (the "Original Bond Resolution") that was subsequently approved by a vote of the qualified voters of the District present and voting at the special meeting and vote that was called and held on March 10, 2020 entitled:

BOND RESOLUTION DATED JANUARY 7, 2020 OF THE BOARD OF EDUCATION OF THE OLEAN CITY SCHOOL DISTRICT AUTHORIZING GENERAL OBLIGATION BONDS TO FINANCE CERTAIN CAPITAL IMPROVEMENTS WITHIN THE SCHOOL DISTRICT, AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE LEVY OF TAXES IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH ;and

WHEREAS, due to general pandemic-related increases in the cost of materials and labor (along with unexpected and substantial findings relating to the need for the removal and disposal of historically-impacted soil in connection with the development of the multi-sport synthetic turf athletic field), as well as certain other modest modifications to the scope of the project that was the subject of the Original Bond Resolution (the "Original Project"), the anticipated cost of the Original Project has increased above the estimated maximum cost that was set forth in the Original Bond Resolution; and

WHEREAS, due to the increased anticipated cost of the Original Project, the District wishes to amend the Original Bond Resolution for the primary purpose of increasing the authorized estimated maximum cost of the Original Project from \$24,050,000 to \$30,300,000, and to make certain other modifications to the Original Bond Resolution as may be consistent with law (with the Original Project, now carrying a higher estimated maximum cost and involving certain other scope revisions, being referred to herein as the "Modified Project"); and

WHEREAS, the Original Bond Resolution is otherwise being reaffirmed and ratified in all other respects; and

WHEREAS, the District has issued bond anticipation notes pursuant to the Original Bond Resolution, but has not yet entered into permanent financing arrangements thereunder (i.e., the issuance of long-term serial bonds); and

WHEREAS, the Board has previously adopted, with respect to both the Original Project and the Modified Project, (a) a Negative Declaration (concluding that the proposed work will not have a significant adverse impact on the environment) and an amended Negative Declaration, pursuant to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law of New York and (b) a resolution of necessity and amended resolution of necessity, pursuant to Section 2512(3) of the Education Law of New York;

NOW, THEREFORE, BE IT RESOLVED, by the Board on behalf of the District (by the favorable vote of not less than three-fifths of all of the members of the Board) as follows:

SECTION 1. The Board believes that it is in the best interest of the District to undertake and finance the Modified Project, subject to the approval of the voters of the District, with the work continuing to involve various health, safety, accessibility and Code compliance measures required by the State Education Department in connection with any significant capital project and various other measures that are generally described in (but are not to be limited by) the modified plan that was prepared by the District with the assistance of Young + Wright Architectural (as so modified, the "Project Plan"), which is incorporated herein by this reference and is available for public inspection in the administrative offices of the District, and with such work being currently anticipated to include (without limitation and to the extent as and where

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required) essentially all of the elements of the Original Project, plus additional work relating to the removal and disposal of historically impacted soil, plus some other modest scope revisions, all as now specified in the Project Plan. All of such work is now to be undertaken at an amended estimated maximum cost of \$30,300,000. It is to be understood that the detailed costs of the components of the Modified Project (as generally set forth and described in the Project Plan) may be reallocated among such components, or such components may be deleted, revised or supplemented if (a) the Board shall determine that such reallocation, deletion, revision or supplementation is in the best interests of the District and (b) the aggregate amount to be expended for the Modified Project shall not exceed \$30,300,000, and (c) no material change shall be made in the overall scope and nature of the Modified Project. Such work shall continue to include the acquisition and installation of original furnishings, equipment, machinery, and apparatus reasonably required to achieve the purposes of the Modified Project.

SECTION 2. The modified plan for the financing of the Project consists of (a) the expenditure or application toward the Project (during the 2020-2021 fiscal year of the District, with this having already occurred) of \$750,000 from the District's capital reserve fund, (b) the expenditure or application toward the project (during the 2022-2023 fiscal year of the District) of an additional \$1,500,000 from the District's capital reserve fund and (c) the issuance of serial bonds, bond anticipation notes, statutory installment bonds, or other obligations of the District (including, without limitation, any one or more of such instruments being structured as lease/purchase arrangements) in a revised amount that is now not to exceed \$28,050,000, such obligations being hereby authorized to be issued (at the stated higher dollar amount) pursuant to the Local Finance Law. The repayment of the principal amount of such serial bonds or other obligations (and the interest payable thereon) is to be ensured by the levy and collection of a tax on the taxable real property of the District, such tax to be levied and collected in installments in such years and in such amounts as shall be determined by the Board.

SECTION 3. It is hereby determined that the Project constitutes a class of objects or purposes described in subdivision 97 of paragraph (a) of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of the Project is 30 years.

SECTION 4. Subject to the provisions of this resolution and of the Local Finance Law, and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and of Section 50.00, Sections 56.00 to 60.00, Section 62.00, Section 62.10, Section 63.00, and Section 164.00 of the Local Finance Law, the powers and duties of the Board pertaining or incidental to the sale and issuance of the obligations herein authorized, including but not limited to authorizing bond anticipation notes and prescribing the terms, form and contents and details as to the sale and issuance of the obligations herein authorized and of any bond anticipation notes issued in anticipation of such obligations, and the renewals of such notes, are hereby delegated to the President of the Board, as the chief fiscal officer of the District. Without in any way limiting the scope of the foregoing delegation of powers, the President of the Board, to the extent permitted by Section 58.00(f) of the Local Finance Law, is specifically authorized to accept bids submitted in electronic format for any bonds or notes of the District.

SECTION 5. Current funds are not required to be provided prior to the issuance of the bonds authorized by this resolution (or any notes issued in anticipation of the sale of such bonds).

SECTION 6. To the extent not previously authorized, the temporary use of available funds of the District, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the purpose or purposes described in this resolution.

SECTION 7. This resolution shall constitute the declaration (or reaffirmation) of the District's "official intent" to reimburse the expenditures authorized in this resolution with the

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proceeds of the bonds, notes or other obligations authorized herein, as required by United States Treasury Regulations Section 1.150-2.

SECTION 8. Each of the obligations authorized by this resolution, and any notes issued in anticipation of the sale of such obligations, shall contain the recital of validity as prescribed by Section 52.00 of the Local Finance Law, and such obligations shall be general obligations of the District, payable as to both principal and interest by a general tax upon all the taxable real property within the District, without limitation as to rate or amount (subject to certain statutory limitations imposed by Chapter 97 of the 2011 Laws of New York). The faith and credit of the District are hereby irrevocably pledged for the payment of the principal of and interest on such obligations, and provision shall be made annually in the budget of the District by appropriation for (a) the amortization and redemption of any such obligations to mature in such year and (b) the payment of interest on any such obligations to be due and payable in such year.

SECTION 9. The President of the Board is further authorized, on behalf of the District, to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the obligations authorized by this resolution, and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and may designate the obligations authorized by this resolution, and any notes issued in anticipation thereof, as "qualified tax-exempt obligations" in accordance with Section 265(b)(3) of the Code (to the extent legally permissible).

SECTION 10. The President of the Board is further authorized to enter into a continuing disclosure agreement with the initial purchaser of the obligations authorized hereunder (or any bond anticipation notes issued in anticipation of the sale of such obligations), containing provisions which are satisfactory to such purchaser in compliance with the provisions of Rule 15c2-12, as promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended.

SECTION 11. In the absence or unavailability of the President of the Board, the Vice President of the Board is hereby specifically authorized to exercise the powers delegated to the President of the Board in this resolution.

SECTION 12. The validity of the obligations authorized hereunder, or of any bond anticipation notes issued in anticipation of the sale of such obligations, may be contested only if:

(1) (a) Such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or

(b) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication; or

(2) Such obligations are authorized in violation of the provisions of the Constitution of New York.

SECTION 13. A proposition for the approval or disapproval of this amending bond resolution will be submitted to the qualified voters of the District at a special District meeting and vote to be held on March 14, 2023. Such proposition shall contain a statement to the effect that the obligations to be issued pursuant to this amending bond resolution may be issued in excess of the constitutional debt limitation of the District, as required by the Local Finance Law.

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SECTION 14. This amending bond resolution shall take effect upon approval of such proposition (in accordance with the provisions of the Local Finance Law) by such qualified voters at such special District meeting and vote.

The foregoing resolution was duly put to a vote on roll call which resulted as follows:

AYES:

Andrew Caya
Lee Filbert
Julio Fuentes
Mary Hirsch-Schena
Ira Katzenstein
Kelly Keller
James Padlo
Rychelle Weseman

NOES:

ABSENT:

Daniel Farnham

The foregoing resolution was thereupon declared duly adopted.

Ayes 8

Nays 0

Motion

Moved by J. Fuentes, seconded by A. Caya, upon the recommendation, Dr. Genelle Morris, Superintendent of Schools, to adopt the following Notice of Special Meeting of the Qualified Voters resolution:

Notice of Special
Meeting of the
Qualified Voters

A RESOLUTION OF THE BOARD OF EDUCATION OF THE CITY SCHOOL DISTRICT OF THE CITY OF OLEAN, CATTARAUGUS COUNTY, NEW YORK (THE "DISTRICT"), ADOPTED JANUARY 24, 2023, DETERMINING THAT A SPECIAL VOTE OF THE QUALIFIED VOTERS OF THE DISTRICT SHALL BE HELD ON MARCH 14, 2023, DIRECTING THAT A PROPOSITION SHALL BE SUBMITTED TO SUCH VOTERS AT SUCH VOTE, AND PRESCRIBING THE FORM OF LEGAL NOTICE TO BE PUBLISHED FOR SUCH VOTE

WHEREAS, the City School District of the City of Olean, Cattaraugus County, New York (the "District") desires to undertake a "Modification of Capital Improvements Project, 2020" with the work thereunder continuing to consist of addition to, and reconstruction of, school buildings and other facilities, various site and athletic field improvements, and the acquisition of certain original furnishings, equipment, and apparatus and other incidental improvements required in connection therewith for such construction and school use, albeit now at a higher cost than originally anticipated (collectively, the "Modified Project"), all as described in greater detail in an amending bond resolution of the Board that was adopted on January 24, 2023 (the "Amending Bond Resolution"); and

WHEREAS, the Board has previously adopted, with respect to the Modified Project, (a) a Negative Declaration (concluding that the Modified Project will not have a significant adverse impact on the environment) and an amended Negative Declaration, pursuant to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law of New York and (b) an amended resolution of necessity, pursuant to Section 2512(3) of the Education Law of New York;

WHEREAS, the Board seeks to finance the cost of the Modified Project by levying a tax upon the taxable property of the District to be collected in annual installments over

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certain periods, and in anticipation of such tax, to issue obligations of the District pursuant to the Amending Bond Resolution; and

WHEREAS, Section 37.00 of the Local Finance Law, as amended, provides that a resolution (such as the Amending Bond Resolution) authorizing the issuance of obligations by a small city school district shall not become effective unless a proposition approving such resolution shall have been adopted at a special or annual school district meeting held in accordance with applicable provisions of the Education Law;

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

SECTION 1. The Board hereby finds and determines that pursuant to the provisions of the Education Law and the Local Finance Law, when the adoption of a proposition is a condition precedent to the effectiveness of a bond resolution authorizing the issuance of obligations of a small city school district, the Board is required to schedule a special meeting and vote at which the proposition approving the bond resolution can be considered by the qualified voters of such district.

SECTION 2. The Board takes note of the fact that the District has been in the process of planning for the Modified Project and, as part of that process, pursuant to the State Environmental Quality Review Act ("SEQRA"), an Environmental Assessment Form has been completed for the Modified Project, which is a Type I Action under SEQRA, a thorough review of the Modified Project's potential environmental impacts has been undertaken, it has been found that the Modified Project will not result in a significant adverse impact on the environment, and a written, reasoned elaboration of the SEQRA determination of significance has been provided in a Negative Declaration.

SECTION 3. In consequence of the foregoing, the Board hereby determines to schedule a special meeting and vote for Tuesday, March 14, 2023 (the "Special Meeting and Vote") to submit to the qualified voters of the District a proposition for the purpose of seeking the approval by such voters of the Amending Bond Resolution that authorizes the Modified Project and sets forth the revised plan for the Modified Project's financing.

SECTION 4. The Board further determines that the legal notice of the Special Meeting and Vote shall be published in the manner and times as required under the Education Law. Specifically, the notice shall be published in the Olean Times Herald (being the only newspaper having general circulation within the District) at least four times within the seven-week period immediately preceding the Special Meeting and Vote, with the first such publication to occur at least 45 days prior to the Special Meeting and Vote.

SECTION 5. The Board hereby determines that the legal notice of the Special Meeting and Vote shall be published in substantially the following form:

THE CITY SCHOOL DISTRICT OF THE CITY OF OLEAN
CATTARAUGUS COUNTY, NEW YORK
NOTICE OF SPECIAL MEETING AND VOTE
MODIFICATION OF CAPITAL IMPROVEMENTS PROJECT, 2020

NOTICE IS HEREBY GIVEN that a special meeting and vote (the "Special Meeting and Vote") of the City School District of the City of Olean, Cattaraugus County, New York (the "District"), will be held on Tuesday, March 14, 2023, from 7:00 a.m. to 9:00 p.m., prevailing time, in the Olean Intermediate/Middle School building located at 401 Wayne Street, in Olean, New York, for the purpose of voting by electronic scan voting machine(s) upon the proposition hereinafter set forth. The polls will be kept open between those stated hours on that day. This assumes that the polling place is open and can be safely accessed in accordance with the terms of any prevailing law(s), executive order(s) or other directive(s) from controlling

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authorities that may be in effect on that day (in response to the continuing Covid-19 pandemic or for any other reason). If on March 14 the polling place cannot be so accessed, or if the polling place is closed on that day due to inclement weather (or for any other reason), it is the present intention of the District that the Special Meeting and Vote will be held on the day on which the polling place is next open and may be safely accessed, with the voting hours remaining the same. In the event that the polling place is for any reason closed or not safely accessible on March 14, for whatever reason, voters are asked to please consult the District's website for guidance on the timing of, and procedures for holding, the re-scheduled Special Meeting and Vote.

AND FURTHER NOTICE IS HEREBY GIVEN that the voting at the Special Meeting and Vote shall consist of voting on the following proposition to increase the estimated maximum cost of a previously-approved capital project in the District (in light of pandemic-related cost increases, certain unexpected findings relating to the need for the removal and disposal of historically-impacted soil, and certain modest scope changes that have been triggered by the passage of time and the identification of revised District priorities and needs):

PROPOSITION NO. 1 – AMENDING BOND RESOLUTION AUTHORIZING A
“MODIFICATION OF CAPITAL IMPROVEMENTS PROJECT, 2020”
(AND THE REVISED FINANCING PLAN FOR THE PROJECT)

Shall that certain amending bond resolution that was adopted on January 24, 2023 by the Board of Education of the City School District of the City of Olean, Cattaraugus County, New York (the “Board”), entitled:

AN AMENDING BOND RESOLUTION, DATED JANUARY 24, 2023, OF THE BOARD OF EDUCATION OF THE CITY SCHOOL DISTRICT OF THE CITY OF OLEAN, CATTARAUGUS COUNTY, NEW YORK (THE “DISTRICT”), REVISING THE BOND RESOLUTION THAT WAS ADOPTED ON JANUARY 7, 2020, AND AUTHORIZING THE DISTRICT (A) TO CONTINUE TO UNDERTAKE AND FINANCE A “MODIFICATION OF CAPITAL IMPROVEMENTS PROJECT, 2020” (THE “MODIFIED PROJECT”) THAT CONTINUES TO CONSIST OF ADDITION TO, AND RECONSTRUCTION OF, SCHOOL BUILDINGS AND OTHER FACILITIES, AND VARIOUS SITE AND ATHLETIC FIELD IMPROVEMENTS, BUT NOW AT A REVISED ESTIMATED MAXIMUM COST OF \$30,300,000 (WITH THE INCREASE BEING DUE PRIMARILY TO UNANTICIPATED NECESSARY SOIL REMOVAL WORK AND GENERAL PANDEMIC-RELATED COST ESCALATIONS), (B) TO EXPEND OR APPLY TOWARD THE MODIFIED PROJECT (DURING THE 2020-2021 FISCAL YEAR OF THE DISTRICT, WITH THIS HAVING ALREADY OCCURRED) \$750,000 FROM THE DISTRICT'S CAPITAL RESERVE FUND, (C) TO EXPEND OR APPLY TOWARD THE MODIFIED PROJECT (DURING THE 2022-2023 FISCAL YEAR OF THE DISTRICT) AN ADDITIONAL \$1,500,000 FROM THE DISTRICT'S CAPITAL RESERVE FUND, AND (D) TO FINANCE THE BALANCE OF THE COST OF THE MODIFIED PROJECT BY THE ISSUANCE OF SERIAL BONDS OR OTHER OBLIGATIONS OF THE DISTRICT IN A REVISED AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$28,050,000 PURSUANT TO THE LOCAL FINANCE LAW, AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES IN ANTICIPATION OF THE SALE OF SUCH OBLIGATIONS TO THE PRESIDENT OF THE BOARD OF EDUCATION OF THE DISTRICT.

be approved, subject to the understanding that the obligations to be issued pursuant to such resolution may be issued in excess of the constitutional debt limitation of the District?

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AND FURTHER NOTICE IS HEREBY GIVEN that a copy of the full text of such amended bond resolution is available for public inspection at the District offices during regular District business hours.

AND FURTHER NOTICE IS HEREBY GIVEN that an amended Environmental Assessment Form has been completed for the Modified Project described in Proposition No. 1, which is a Type I Action under SEQRA, a thorough review of such Modified Project's potential environmental impacts has been undertaken, it has been found that such Modified Project will not result in a significant adverse impact on the environment, and a written, reasoned elaboration of the SEQRA determination of significance has been provided in an amended Negative Declaration.

AND FURTHER NOTICE IS HEREBY GIVEN that applications for absentee ballots for purposes of voting will be obtained at the office of the District Clerk between the hours of 8:00 a.m. and 4:00 p.m., prevailing time. Completed applications must be received by the District Clerk at least seven (7) days before the Special Meeting and Vote, if the ballot is to be mailed to the voter, or on the day before the Special Meeting and Vote if the ballot is to be delivered personally to the voter. A list of persons to whom absentee ballots are issued will be available for inspection to qualified voters of the District in the office of the District Clerk between the hours of 8:00 a.m. and 4:00 p.m., prevailing time, on weekdays prior to March 14, 2023, the day set for the Special Meeting and Vote. Any qualified voter then present in the polling place may object to the voting of the ballot upon appropriate grounds by making his/her challenge and the reasons therefor known to the Inspectors of Election before the close of the polls. No absentee ballot will be canvassed unless it is received in the office of the District Clerk prior to 5:00 p.m., prevailing time, on March 14, 2023.

AND FURTHER NOTICE IS HEREBY GIVEN that personal registration of voters is required either pursuant to §2606 of the Education Law or pursuant to Article 5 of the Election Law. If a voter has heretofore registered pursuant to §2606 of the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he or she is eligible to vote at the Annual Vote and Election; if a voter is registered and eligible to vote under Article 5 of the Election Law. All other persons desiring to vote must register.

AND FURTHER NOTICE IS HEREBY GIVEN that, the Board of Registration will meet on February 27, 2023, for the purpose of registering all qualified voters of the District pursuant to §2606 of the Education Law at the District Clerk's office, 410 West Sullivan between the hours of 12:00 noon and 4:00 p.m. to add any additional names to the register to be used at the Special Meeting and Vote, at which times any person will be entitled to have his or her name placed on such register, provided that at such meeting of the Board of Registration, he or she is known or proven to the satisfaction of the Board of Registration to be then or thereafter entitled to vote at the Special Meeting and Vote for which the register is prepared. The register prepared pursuant to §2606 of the Education Law will be filed in the District Clerk's office and will be open for inspection by any qualified voter of the District, upon request, beginning February 28, 2023 between the hours of 9:00 a.m. and 4:00 p.m. prevailing time on weekdays (except holidays) prior to March 14, 2023, and on the day of the Special Meeting and Vote.

AND FURTHER NOTICE IS HEREBY GIVEN that military voters who are not currently registered may apply to register as a qualified voter of the school district by requesting and returning a military voter registration application to the District Clerk. Completed military voter registration application forms must be received in the office of the District Clerk no later than 5:00 p.m. on February 27, 2023. A military voter may indicate his or her preference for receiving the registration application by mail, facsimile transmission, or electronic mail.

AND FURTHER NOTICE IS HEREBY GIVEN that military voters who are registered voters of the District may apply for a military ballot by requesting an application from the District Clerk. For a military voter to be issued a military ballot, the District Clerk must have received a valid ballot application no later than 5:00 p.m. on February 27, 2023. In a request for

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a military ballot application or ballot, the military voter may indicate his or her preference for receiving the application or ballot by mail, facsimile transmission or electronic mail.

Dated: Olean, New York
January 24, 2023

By Order of the Board of Education of
City School District of the City of Olean

Victoria L. Zaleski-Irizarry
District Clerk

SECTION 6. This resolution shall take effect immediately.

The foregoing resolution was duly put to a vote on roll call which resulted as follows:

AYES:

Andrew Caya
Lee Filbert
Julio Fuentes
Mary Hirsch-Schena
Ira Katzenstein
Kelly Keller
James Padlo
Rychelle Weseman

NOES:

ABSENT:

Daniel Farnham

The foregoing resolution was thereupon declared duly adopted.

Ayes 8 Nays 0 Motion

Moved by I. Katzenstein, seconded by J. Padlo, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, that a special board meeting be held on Wednesday, March 15, 2023 at 6:30 pm for the purpose of certifying votes.

March 15, 2023
Special Board
Meeting

Ayes 8 Nays 0 Motion

Moved by A. Caya, seconded by L. Filbert, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following school policies.

Policies Adopted
1334 - Duties of the
External Auditor
1335 - Duties of the
Claims Auditor
1339 - Duties of the
Internal Auditor (part
of Policy 5600 Audit
Committee)
3210 - Visitors to
School
3280 - Use of
School Facilities
3271 - Use of
School Materials

These policies are to supersede any current School Board Policies regarding the same matter.

1334 - Duties of the External Auditor
1335 - Duties of the Claims Auditor
1339 - Duties of the Internal Auditor (part of Policy 5600 Audit Committee)
3210 - Visitors to School
3280 - Use of School Facilities
3271 - Use of School Materials and Equipment
3281 - Use of Facilities by Boy Scouts of American and Patriotic Youth Groups
3290 - Operations of Motor-Driven Vehicles on School Property

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5630 - Facilities, Inspection, Operation and Maintenance
5681 - School Safety Plan

Ayes 8

Nays 0

Motion

and Equipment
3281 - Use of
Facilities by Boy
Scouts of American
and Patriotic Youth
Groups
3290 - Operations of
Motor-Driven
Vehicles on School
Property
5630 - Facilities,
Inspection,
Operation and
Maintenance
5681 - School Safety
Plan

Moved by J. Fuentes, seconded by A. Caya, Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to delete Policy #1120 - Board of Education Legal Authority (it will be combined with Policy #1110 - School District and Board of Education Legal Status) – this will be tabled until the February 14, 2023 meeting

Delete Policy #1120
- Board of Education
Legal Authority -
TABLED

Ayes 8

Nays 0

Motion

Moved by A. Caya, seconded by J. Padlo, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, it is hereby agreed that the probationary Period of Brandy Blanchard be extended for a period of one year which will extend the end of the probationary period to 01/27/24.

Brandy Blanchard
Probationary Period
Extended

Ayes 8

Nays 0

Motion

Moved by J. Padlo, seconded by R. Weseman, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the following Five Star Bank credit card debt limit during the 2022-2023 school year:

Marlon Lee Credit
Card

NAME
Marlon Lee
INDIVIDUAL CREDIT LIMIT
\$3,000

Ayes 8

Nays 0

Motion

Moved by J. Padlo, seconded by R. Weseman, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Memorandum of Understanding between the Olean City School District and Magnolia Consulting, LLC.

Magnolia Consulting
MOU Approved

Ayes 8

Nays 0

Motion

Moved by J. Padlo, seconded by K. Keller, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve TJ Magro as an unpaid volunteer Swim Coach and Christopher Wright an unpaid OIMS volunteer or the 2022-2023 school year.

Volunteer Coaches

Ayes 7

Nays 1
I Katzenstein

Motion

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Moved by J. Padlo, seconded by I. Katzenstein, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Olean High School's Business Education Class DECA Competition Over Night Trip to Rochester, NY from March 8, 2023, through March 10, 2023. Approval will be granted with the understanding that all school rules and regulations were to be followed. The cost to the school district will be approximately \$8,000.00.

DECA Competition
Over Night Trip
Approved

Ayes 8

Nays 0

Motion

Moved by A. Caya, seconded by J. Fuentes, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Olean Intermediate Middle Schools fifth grade students Ecology Camp to Allegany State Park from June 13, 2023, through June 15, 2023. Approval will be granted with the understanding that all school rules and regulations were to be followed. The cost to the school district will be approximately \$10,000.00.

Ecology Camp Over
Night Trip Approved

Ayes 8

Nays 0

Motion

Jim Padlo exited the meeting at 9:17 pm.

Moved by I. Katzenstein, seconded by A. Caya, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Olean High School's Model United Nations Competition Over Night Trip to Cornell University from April 20, 2023, through April 23, 2023. Approval will be granted with the understanding that all school rules and regulations were to be followed. The cost to the school district will be approximately \$9,170.00 and the cost of substitutes.

Model UN Over
Night Trip Approved

Ayes 7

Nays 0

Motion Carried

Moved by A. Caya, seconded by I. Katzenstein, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Olean Intermediate Middle School's Washington Club's Over Night Field Trip to Washington DC from May 8, 2023, through May 10, 2023. The cost to the school district will be for substitutes and School Resource Officer. Approval is granted with the understanding that all school rules and regulations will be followed.

Washington Club
Over Night Trip
Approved

Ayes 7

Nays 0

Motion Carried

Moved by L. Filbert, seconded by A. Caya, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Surplus Vehicle bid award to:

Surplus Vehicle Bid
Awarded to Cory
Parker

Individual/Company
Cory Parker

VIN#
1FDRF3H6XBEA47585

Product Award
2011 Ford F-350

Bid Award
\$8,750.00

Ayes 7

Nays 0

Motion Carried

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Moved by A. Caya, seconded by L. Filbert, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to grant permission to Richard DiMartino to do a 400-hour unpaid Administration Internship, through St. Bonaventure University, under the supervision of Gerald Trietley, OIMS Principal, beginning January 24, 2023, through May 5, 2023.

Richard DiMartino
Granted Unpaid
Administrative
Internship

Ayes 7

Nays 0

Motion Carried

Moved by A. Caya, seconded by L. Filbert, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to grant permission to Richard DiMartino to do a 400-hour unpaid Administration Internship, through St. Bonaventure University, under the supervision of Gerald Trietley, OIMS Principal, beginning January 24, 2023, through May 5, 2023.

Ayes 7

Nays 0

Motion Carried

Moved by A. Caya, seconded by L. Filbert, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to amend the agenda to add to New Business – Item R - Employment Contract.

Amend the Agenda

Ayes 7

Nays 0

Motion Carried

Moved by A. Caya, seconded by J. Fuentes, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, the Contract of Employment for Jenny Bilotta as this District's Business Administrator be approved; and that the Superintendent be hereby authorized and directed to execute same on behalf of the District.

Jenny Bilotta
Contract of
Employment
Approved

Ayes 7

Nays 0

Motion Carried

Personnel Action – Item A

Moved by A. Caya, seconded by R. Weseman, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, the Board of Education approves the Personnel Action Items listed in Personnel Item A.

Personnel Action
Approved

Resignations:						
Last Name	First Name	Position	Effective			Comments
Candelaria	Lisa	OHS Teacher Aide	12/23/2022			
Hendrix	Kathleen	6th Grade Teacher	7/11/2023	retiring		
Trietley	Gerald	OIMS Principal	10/1/2023	retiring		
Finch	Sean	JV Baseball Coach	22-23 Spring Season			
Meyers	Aaron	Modified Baseball	22-23 Spring Season	taking JV Baseball Position		
Colon-Sierra	Joselyn	Building Substitute Teacher	1/6/2023	resigning		
Hund	Keynan	Food Service Helper	1/18/2023	resigning		
Leave of Absence:						
Last Name	First Name	Position	Effective			Comments

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Certified/Classified Appointments:							
Last Name	First Name	Position	Effective	Hours	Salary/Wages	Replacing	Certification Information
Hayes	April	School Counselor	1/25/2023	7	Step 1 \$41,386 prorated	vacant position created when Karen O'Dell transferred to Guidance	School Counselor Provisional Certificate
Webster	Tyler	Cleaner	1/17/2023	8	\$14.20/hour	James Wallace	
Lee	Marlon	Title IX Coordinator, Medicaid Compliance Officer, 504 and ADA Compliance Officer, Sexual Harassment Officer	1/17/2022			Aaron Wolfe	
		Cook Manager				Mark Hayman	
Steffen	Frank	Long Term Substitute - Grade 7 15:1 Classroom Teacher	1/25/2023		Step 1 \$41,386 prorated	Cammie Korzienewski	Special Education Permanent Certification
Penston	Nicholas	Long Term Substitute - Orchestra	1/23/2023		Step 1 \$41,386 prorated	Rin Wada	Music Industry Degree - no teaching certification
Painter	Brianna	Long Term Substitute - Grade 1	10/24/2022		Step 1 \$41,386 prorated	Elaine Raymond	Early Childhood Education (Birth - Grade 2) Initial Certificate
Higley	Kyle	Food Service Helper	1/23/2023		\$14.20/hour	Kathy Cummings	probationary appointment
Martin	Nancy	Keyboard Specialist	1/19/2023 - 7/18/23		\$18.15/hour		probationary appointment
		Food Service Helper				Vivienne Cline	
		Food Service Helper				Keynan Hund	

Coaching and Extra-Curricular Appointments:

Last Name	First Name	Position	Effective	Hours	Salary/Wages	Replacing	Certification Information
Meyers	Aaron	JV Baseball Coach	22-23 Spring Season		.098 Index \$4,048	Sean Finch	
Perry	Matt	Modified Baseball Coach	22-23 Spring Season		.060 Index \$2,483	Aaron Meyers	

Ayes 7

Nays 0

Motion Carried

Introduction of Newly Appointed Staff:

Introduction of Newly Appointed Staff

Informational Items:

Informational Items

- School Health Team Committee Meeting - Thursday, February 2nd at 3:30 pm
- Buildings and Grounds Committee Meeting - Tuesday, February 7th at 4:30 pm
- Strategic Plan Meeting - Wednesday, February 8th at 5:30 pm
- Operations Committee Meeting - Monday, February 13th at 4:30 pm
- Board Meeting - Tuesday, February 14th at 6:30 pm
- Safety Committee Meeting - Wednesday, February 15th at 3:30 pm

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- g. Audit/Finance Committee Meeting - Thursday, February 16th at 4:00 pm
- h. Capital Project Public Hearing - Tuesday, February 28th at 6:30 pm - OIMS LGI Room

High School Musical – February 10, 11, 12 at Olean Community Theatre, Barry Street

Moved by A. Caya, seconded by K. Keller, to adjourn from the Regular Meeting at 9:45 pm. Adjournment

Ayes 7

Nays 0

Motion Carried

Respectfully submitted,

Victoria L. Zaleski-Irizarry
District Clerk

January 28, 2023

Sub List:

SUBSTITUTES FOR BOARD			
APPROVAL - January 24, 2023			
POSITION DESCRIPTION	EMPLOYEE NAME	CERTIFICATION/DEGREE	FINGERPRINT
NON-CERTIFIED			
SUBSTITUTE TEACHER			
SUBSTITUTE TEACHER	AUMAN, BROOKLYN	ASSOCIATES	YES
SUBSTITUTE TEACHER	BUSHNELL, ALYSSA	ASSOCIATES	YES
SUBSTITUTE TEACHER	CARUCCI, ISABELLA	ASSOCIATES	YES
SUBSTITUTE TEACHER	JAKUBCZYK, RONALD	ASSOCIATES	YES
SUBSTITUTE TEACHER	KULSUM, UMMEE	MASTERS	YES
SUBSTITUTE TEACHER	MAZZA, DELANEY	ASSOCIATES	YES

**AMENDMENT TO
TERMS AND CONDITIONS OF EMPLOYMENT
JENNY BILOTTA – BUSINESS ADMINISTRATOR**

THIS AGREEMENT is made this 24th day of January 2023, by and between THE OLEAN CITY SCHOOL DISTRICT (hereinafter, the "District") and JENNY BILOTTA (hereinafter, "Ms. Bilotta" or "Business Administrator").

WHEREAS, the District and Ms. Bilotta are parties to Terms and Conditions of Employment effective as of July 1, 2022 (the "Agreement"); and

WHEREAS, in recognition of Ms. Bilotta's assumption of additional duties as set forth in the Job Description attached hereto as "Attachment 1," the District, through its Superintendent of Schools, Dr. Genelle Morris, and Ms. Bilotta have mutually agreed to modify certain terms and conditions set forth in the Agreement; and

NOW, THEREFORE, in consideration of the mutual promises set forth below, to be performed one for the other, the Parties agree to replace Article 2 and Article 6, with all terms effective as of January 24, 2023, as follows:

2. Duties and Responsibilities. The duties and responsibilities of the School Business Administrator shall be as defined in the Job Description attached hereto as "Attachment 1," and other duties as assigned by the Superintendent.

6. Compensation.

- a. The Business Administrator's base salary for the twelve (12) month period from July 1, 2022 through June 30, 2023 shall be at the rate of One Hundred Twenty Thousand Dollars (\$120,000), prorated for the period from January 24, 2023

through June 30, 2023. Effective July 1, 2023, July 1, 2024, and July 1, 2025 Ms. Bilotta's base salary will be increased by 3.3%.

- b. Longevity Stipend. The District will pay Ms. Bilotta annual longevity stipends, beginning after she completes four years of service in the District. Such stipends shall be paid in the first pay period in July following completion of her 4th year of service (*i.e.*, beginning in July 2024).

The longevity stipend amounts are as follows:

Longevity: Upon completion of	
4 – 9 years	\$7,260
10 – 14 years	\$9,735
15 – 20 years	\$10,035
20 – 24 years	\$10,235
25 years	\$10,535

Should the Business Administrator retire or resign during one of the foregoing periods of service, the longevity stipend will be prorated based on the number of months worked by the Business Administrator within the final year of her service to the District.

- c. Doctoral Stipend. Should Ms. Bilotta obtain her doctoral degree, she shall receive a one-time increase to her base salary of Seven Thousand Dollars (\$7,000).


The foregoing amendments shall become effective January 24, 2023 and continue in effect thereafter through the term of the Agreement, unless subsequently modified by the Parties in writing. All other provisions of the Agreement not specifically addressed herein shall remain in full force and effect.

This Amendment was authorized by Board Resolution dated January 24, 2023.



Jenny Bilotta
Business Administrator

1/26/23
Date



Dr. Genelle Morris
Superintendent

1-25-23
Date

OLEAN CITY SCHOOL DISTRICT

DR. GENELLE MORRIS
Superintendent of Schools
(716) 375-8018
gmorris@oleanschools.org

410 West Sullivan Street, Olean, New York 14760
General Information: (716) 375-8000
Fax: (716) 375-8047
Website: www.oleanschools.org

JENNY M. BILOTTA
Business Administrator
(716) 375-8020
jbilotta@oleanschools.org



JOB DESCRIPTION

SCHOOL DISTRICT BUSINESS LEADER/BUSINESS ADMINISTRATOR

QUALIFICATIONS:

1. New York State Certification – SDBL (School District Business Leader), SBA (School Business Administrator), SDA (School District Administrator).
2. At least five years of experience and at least one year of experience in a supervisory role.

RESPONSIBLE TO: Superintendent of Schools

SUPERVISES: Business Office Personnel, Transportation, Shipping and Receiving, Director of Facilities, Cleaning and Maintenance Department, Food Service Manager and the Food Service Department, as directed by the Superintendent of Schools.

JOB GOAL: The District Business Administrator, under the direction of the Superintendent of Schools will lead and manage business operations of the District including, but not limited to buildings and grounds, transportation, food service, budget development and control, data processing, financial affairs, investments, accounting, payroll, purchasing, the administration of contracts and other fiscal services in such a manner as to maximize the impact of District resources in support of the District's programs and facilities. The Business Administrator will interpret various school business programs to staff, parents and the community.

GENERAL RESPONSIBILITIES:

A. BUDGETING

1. Long Term: Develops and implements a multi-year financial plan for the District
 - Administers budget planning and control procedures and encumbrance accounting.
 - Assumes primary responsibility for compiling and presenting various budgets of the District.
2. Annual: Develops and implements systems for the annual compilation analysis and submission of the budgets for General and Cafeteria funds.
 - Oversees and informs the Superintendent and Board of Education on tax levy calculations and legal proceedings for school budget purposes.

B. ACCOUNTING

1. Leads the fiscal operations of the District, including accounting, payroll, purchasing, ancillary services, and the administration of contracts.
2. Maintains a sound and efficient system of accounting for the general fund, capital funds, internal funds, special aid funds, and petty cash fund.
3. Administers a systematic program for the accounting of receipts, including all aspects of the state and federal aid, local taxes, tuition, and other revenue functions.
4. Oversees and meets all imposed deadlines of local, state and federal reporting functions that relate to the business affairs of the District.

C. AUDITING

1. Maintains a system of local auditing of all records.
2. Supplies all information necessary for official audits: local, state, federal
3. Understands the role of the District Audit Committee and is responsive to suggestions, insights, etc.

D. PURCHASING

1. Performs all duties as District Purchasing Agent
2. Maintains sound purchasing procedures
3. Prepares purchase contracts, bids and Request for Proposals (RFP)
4. Prepares an analysis of bids and RFPs

E. OPERATIONS, MAINTENANCE AND CAPITAL PROJECTS

1. Maintains, through the Director of Facilities, a multi-year plan for operations and maintenance programs of the District
2. Develops a program for plant operation
3. Coordinates the planning and implementation of physical plant renovation, expansion and development
4. Analyzes personnel needs for maintenance and custodial service
5. Supervises operations through the Director of Facilities, as directed by the Superintendent of Schools
6. Responsible for oversight of safety compliance for the District

F. TRANSPORTATION

1. Administers the District's student transportation program
2. Supervises and gives direction to the transportation program
3. Coordinates the safety program with other agencies
4. Approves the routing of buses
5. Develops a vehicle replacement schedule through the Director of Facilities
6. Prepares necessary accounting procedures and transportation need analysis
7. Oversees public inquiries into transportation concerns/needs

G. SCHOOL LUNCH AND FOOD SERVICES

1. Oversees all operations within the District's cafeteria program
2. Administers the State and Federally supported School Lunch and Breakfast Program and Cafeteria Services
3. Supervises and gives direction to the Food Service ~~Department or Food Service Management Company~~ Manager and Food Service employees.

H. INSURANCE AND INVENTORY

1. Surveys the insurance needs of the District
2. Maintains a record of all policies
3. Administers the appraisal and inventory control program
4. Prepares necessary data for bonding, compensation, and reports to the Board of Education
5. Responsible for oversight of District health insurance and worker compensation plans

I. DEBT SERVICE MANAGEMENT

1. Maintains a record of all obligations and develops the debt service schedule
2. Prepares recommendations regarding the disposition of debts
3. Prepares information for bonding attorney and fiscal advisors for capital projects
4. Liaison between District and financial advisors for current and future debt service obligations

J. FUNDS MANAGEMENT

1. Administers the District's investment program and efficiently invests available funds
2. Oversees accurate cash flow records and forecasts
3. Analyzes reserve funds and makes recommendations to the Superintendent and Board of Education for funds management

K. COST ANALYSIS


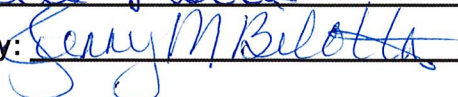
1. Performs cost analysis studies
2. Performs comparative cost studies
3. Predicts unit, departmental, and district-wide costs on the budget

L. ADMINISTRATIVE AND PERSONNEL

1. Consults with all District personnel matters pertaining to the business affairs of the District
2. Recommends policy formulation and revision as appropriate to these performance responsibilities
3. ~~Assists in administering~~Administer the recruiting, hiring and employment continuation decisions for all ~~supervisees~~Food Service, Maintenance/Cleaner, and Transportation employees. Consults with and advises immediate supervisors of other Civil Service employees with regard to terms and conditions of employment, grievances, and other matters
4. Serves on the District's negotiating teams as assigned
5. Manages the development and revision schedule for contracts for materials, services, leased space and other matters between the District and the various vendors and lessees
6. Develops studies, reports and provides data from the areas noted in the above performance responsibilities as may be required by the Superintendent
7. Promotes effective school/community relations by describing matters dealing with these performance responsibilities as may be required by the Superintendent
8. Organizes and maintains employee records related to payroll and fringe benefits
9. Supervises and evaluates the Director of Facilities, Food Service Manager, and Business Office Staff, as directed by Superintendent of Schools
10. Serves as a member of the Superintendent's Administrative Council, attends meetings with the Board of Education and Administrators and is a member of all Board of Education subcommittees and ad hoc committees as requested by the Superintendent

TERMS OF EMPLOYMENT: Twelve Month position; Salary and work year to be established by the Board of Education.

EVALUATION: Performance of this job will be evaluated by the Superintendent of Schools.

Approved by:  Date: 1-25-23
Reviewed and agreed to by:  Date: 1/26/23