

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, February 13, 2024, at 6:32 p.m., in person in the high school board room, 410 West Sullivan Street, Olean, NY. The meeting was called to order by Julio Fuentes, President, with a moment of personal reflection or a silent prayer. The Board of Education recited Pledge of Allegiance to the Flag.

PRESENT: Julio Fuentes, President
Ricky Bee
Daniel Farnham
Mary Hirsch-Schena
Ira Katzenstein
Alan Peters
Kevin Stevens

Excused: Kelly Keller, Vice President
Lee Filbert

Student Board Heartly Phipps
Members: Ava Smith - Excused

ALSO PRESENT: Dr. Genelle Morris, Superintendent of Schools
Michael Irizarry, Assistant Superintendent of Academic Services
Jenny Bilotta, Business Administrator
Victoria Zaleski-Irizarry, District Clerk
Jen Mahar, Director of Special Programs
Laura Hodara, East View Principal
Maureen DiCerbo, Olean Intermediate Middle School Principal

OTHERS: Kellen Quigley, OTH
Gabe Milligan
Amyra Shaffer
Jayna Griffin
Marcus Cleveland
Lillian O'Dell
Mollie Gappa
Cailee Pollard
Alexander Linderman
Megan Reynolds
Emma Sauer

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Moved by M. Hirsch-Schena, seconded by R. Bee, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the agenda.

Agenda Approved

Ayes 7

Nays 0

Motion Carried

Commendations

a. The following students attended the Ivy League Model United Nations Conference at the University of Pennsylvania in Philadelphia from January 25-28.

Communications/
Commendations

Riti Anumalasetty
Tyler Camp
Ruby Chahal
Des Muir
Ethan Peace
Heartly Phipps
David Ruskowski
Rose Scordo

They debated in committees with students from around the country and from other countries, too. Over 2000 students attended this conference, so it was quite an experience. Congratulations to Rose and Heartly for earning a commendation for their performance in their debate.

b. YMCA Salute to Olean - Community Partner Award to be presented to the Olean City School District

Public Comments:

None

Public Comments

Discussion Items:

- a. Capital Project Update and State Budget Implications
- b. Budget Assumptions and Expectations
- c. CA BOCES Call for Nominations
- d. Policy Review

Discussion Items

Policies - 1st Reading Reading:

Policy #1632 - Absentee Ballot
Policy #1640 - Submission of Questions and Propositions at Annual Election
Policy #3140 - Flag Display
Policy #5410 - Purchasing
Policy #5413 - Procurement: Uniform Grant Guidance for Federal Awards
Policy #5530 - Petty Cash and Cash in School Buildings
Policy #5541 - Publication of District's Annual Financial Statements
Policy #6111 - Testing Misconduct and Mandatory Reporting Requirements
Policy #6182 - Staff-Student Fraternization
Policy #7120 - Age of Entrance
Policy #7430 - Contests for Students, Student Awards, and Scholarships
Policy #7450 - Fundraising by Students
Policy #8210 - Safety Conditions and Prevention Instruction
Policy #8220 - Career and Technical (Occupational) Education
Policy #8241 - Patriotism, Citizenship, and Human Rights Education

Policies - 2nd Reading Policy #3210 - Visitors to School

Policy #5684 - Use of Surveillance Cameras in the School District and School Buses
Policy #7516 - Students with Life Threatening Conditions

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Policy #5640 - Smoking, Tobacco and Cannabis (Marijuana) Use
Policy #5661 - Wellness
Policy #5690 - Exposure Control Program
Policy #5692 - Human Immunodeficiency Virus (HIV)-Related Illnesses
Policy #5230 - Acceptance of Gifts, Grants, and Bequests to the District
Policy #5250 - Sale and Disposal of District Property
Policy #5310 - Bonding of Employees and Board Members
Policy #5320 - Expenditures of District Funds
Policy #1620 - Annual Organizational Meeting
Policy #1630 - Legal Qualifications of Voters at District Meetings
Policy #2340 - Board Self-Evaluation
Policy #4230 - Administrative Authority
Policy #6110 - Code of Ethics for Board Members and All District Personnel
Policy #6540 - Defense and Indemnification of Board Members and Employees

Student Member Report:

- a. Winter Weekend Assembly events
- b. Winter Weekend Dance
- c. Connection with Students – schedule of events at EV, WW and OIMS

Student Member Report

Board Report:

- a. Allegany/Cattaraugus School Board Association Breakfast – February 3rd at Allegany/Limestone

Board Report

Superintendent Report:

- a. April 8th Solar Eclipse – half day; early dismissal

Superintendent Report

Committee Reports:

- a. Curriculum Committee – January 4th
- b. Buildings and Grounds Committee – January 17th and February 8th
- c. Audit/Finance Committee – January 18th
- d. Operations Committee – January 29th
- e. School Health Team – February 1st
- f. Safety Committee – February 7th

Committee Reports

Moved by M. Hirsch-Schena, seconded by A. Peters, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following Consent Agenda items:

Consent Agenda

That the meeting minutes of the regular board meetings held on January 16, 2024 be approved.

The Warrant Report for January 2024 be accepted and placed on file.

The Internal Claims Auditor Exception Report for the period covering month ending January 31, 2024, be accepted and placed on file.

That the CSE recommendations reviewed on February 13th be approved.

CSE

908004524	908003887	908003231	908003937	908003079
908003415	908006615	908000818	908004073	908001892
908003656	908003570	908003902	908004045	908002963

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908003601	908003324	908002403	908003647	908001328
908004376	908003407	090330003	908003685	908001630
908003408	908004238	908002565	908002839	082830000
908000869	908000787	908003617	908003923	908003050
908003935	908005156	908003925	908004004	908003557
908002501	908004567	908004849	092780001	092780000
908003805	908004031	908002782	908002624	091340000
908001564	908004485	900458008	908003244	908002334
908002318	908001124	908002805	908002319	908004903
908003848	908003697	900457780	90800306	908003734
900457573	908001938	908001824	908002957	908004565
093510000	908004262	908004355	908003334	

908004694	908004486
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That the CPSE recommendations reviewed on February 13th be approved.

2023-2024

908004887	908004952	908005069	908004900	908005154
908004543	908004557	908004834		

2024-2025

908005144	908005132	908005154
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That the CPSE to CSE recommendations reviewed on February 13th be approved.

2024-2025

908004543	908004557
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The list of substitutes be approved.

The list of technology, textbooks, audiometer and nebulizer machine be declared as surplus items be approved.

Ayes 7

Nays 0

Motion Carried

Moved by R. Bee, seconded by M. Hirsch-Schena, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, the Board of Education hereby approves the terms of the Memorandum of Agreement between the Olean City School District and the Olean Teachers' Association, as presented to the Board which amends the "OTHER ACTIVITIES" section of Appendix B, "EXTRACURRICULAR ACTIVITIES SCHEDULE" of the collective

OTA MOA
Washington Club
Approved

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bargaining agreement for the Olean Teachers' Association to reflect the Washington Club grade levels changing from grades 5-7 to grade 8..

Ayes 7

Nays 0

Motion Carried

Policies Adopted

Moved by R. Bee, seconded by I. Katzenstein, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, o adopt the following school policies. These policies are to supersede any current School Board Policies regarding the same matter.

Policies - 2nd Reading

Policy #3210 - Visitors to School

Policy #5684 - Use of Surveillance Cameras in the School District and School Buses

Policy #7516 - Students with Life Threatening Conditions

Policy #5640 - Smoking, Tobacco and Cannabis (Marijuana) Use

Policy #5661 - Wellness

Policy #5690 - Exposure Control Program

Policy #5692 - Human Immunodeficiency Virus (HIV)-Related Illnesses

Policy #5230 - Acceptance of Gifts, Grants, and Bequests to the District

Policy #5250 - Sale and Disposal of District Property

Policy #5310 - Bonding of Employees and Board Members

Policy #5320 - Expenditures of District Funds

Policy #1620 - Annual Organizational Meeting

Policy #1630 - Legal Qualifications of Voters at District Meetings

Policy #2340 - Board Self-Evaluation

Policy #4230 - Administrative Authority

Policy #6110 - Code of Ethics for Board Members and All District Personnel

Policy #6540 - Defense and Indemnification of Board Members and Employees

Ayes 7

Nays 0

Motion Carried

Cooperative
Purchasing
Resolution Adopted

Moved by A. Peters, seconded by D. Farnham, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following resolution to wit:

COOPERATIVE PURCHASING ANNUAL RESOLUTION OF THE BOARD OF EDUCATION

WHEREAS, It is the plan of a number of public school districts in Cattaraugus County and Allegany County, New York, to bid jointly for various supplies, commodities, and/or services in the 2024-2025 fiscal year, and

WHEREAS, the Olean City School District is desirous of participating with other school districts in Cattaraugus-Allegany-Erie-Wyoming in the joint bidding of all or some of the supplies, commodities, and/or services as mentioned above, as authorized by General Municipal Law, Section 119-0, and as determined by district need, and

WHEREAS, the Board of Cooperative Educational Services and Boards of Education wish to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting of the results to the Board of Cooperative Educational Services and Boards of Education and making recommendations thereon; therefore,

BE IT RESOLVED, that the Olean City School District Board of Education hereby appoints the Cattaraugus-Allegany-Erie-Wyoming Board of Cooperative Educational Services to represent it in all matters related above, and,

BE IT FURTHER RESOLVED, that the Olean City School District Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the

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entering into a contract for the purchase of the above mentioned supplies, commodities, and/or services, and,

BE IT FURTHER RESOLVED, that the Olean City 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 Olean City School District Board of Education agrees (1) to abide by the 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 with the successful bidder(s)

Ayes 7

Nays 0

Motion Carried

Policy Deletion

Moved by K. Stevens, seconded by A. Peters, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to delete the following school policies.
Policy #5421 - Procurement of Goods and Services (is part of #5410 - Purchasing).

Ayes 7

Nays 0

Motion Carried

Catt. Co. Agreement
for Mental Health
Social Worker
Services Approved

Moved by M. Hirsch-Schena, seconded by D. Farnham, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Agreement between the Olean City School District and Cattaraugus County for the period January 1, 2024, through December 31, 2024 for mental health social worker services at a rate of \$5,000.00.

Ayes 7

Nays 0

Motion Carried

DECA Over Night
Trip Approved

Moved by A. Peters, 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 6, 2024, through March 10, 2024. 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 \$6,100.00 plus transportation and substitutes.

Ayes 7

Nays 0

Motion Carried

School Volunteers

Moved by M. Hirsch-Schena, seconded by R. Bee, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the following unpaid volunteers for the 2023-2024 school year: Carol MacWilliams (EV classroom), Kiley Anastasia (Varsity Softball Coach), Sophia Fratercangelo (Varsity Softball Coach), Jennifer McAndrew (Modified Softball Coach) and Justin Retchless (Varsity Baseball Coach).

Ayes 6

Nays 1
I Katzenstein

Motion Carried

City of Olean
Forness 2 and
Franchot Baseball
Fields Contract
Approved

Moved by A. Peters, seconded by M. Hirsch-Schena, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Field Usage Contract between the Olean City School District and the City of Olean for the use of Forness 2 and Franchot Baseball Fields from April 1, 2024, through May 31, 2024 (fee waived).

Ayes 7

Nays 0

Motion Carried

Bond, Schoeneck &
King PLLC
Appointed School
Attorney

Moved by D. Farnham, seconded by M. Hirsch-Schena, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, RESOLVED, that the Board of Education appoints

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the law firm of Bond, Schoeneck & King PLLC as legal counsel for the remainder of the 2023-2024 school year, effective immediately.

Ayes 7

Nays 0

Motion Carried

Amy Brush Contract
for Visually Impaired
Services Approved

Moved by R. Bee, seconded by D. Farnham, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Contract between the Olean City School District and Amy Brush for the period of January 29, 2024, through January 29, 2025, for visually impaired services.

\$70.00 per 30-minute session; \$90.00 per 60-minute session.

Ayes 7

Nays 0

Motion Carried

Michael Irizarry
Certified as Lead
Evaluator

Moved by M. Hirsch-Schena, seconded by I. Katzenstein, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, that Dr. Michael Irizarry, is hereby certified as a Qualified Lead Evaluator of classroom teachers having successfully completed the training requirements prescribed in 8 NYCCR §30-2.9(b).

Ayes 7

Nays 0

Motion Carried

Revised List of
Teacher Mentors
Approved

Moved by A. Peters, seconded by K. Stevens, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the revised list of teacher mentors for the 2023-2024 school year.

Ayes 7

Nays 0

Motion Carried

Resolution Adopting
Updated Post-
Issuance Tax
Compliance
Procedures for Tax-
Exempt Bond and
Note Issues (per
Prevailing IRS
Expectations)
Adopted

Moved by R. Bee, seconded by A. Peters, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following resolution:

RESOLUTION, DATED FEBRUARY 13, 2024, OF THE BOARD OF EDUCATION OF THE CITY SCHOOL DISTRICT OF THE CITY OF OLEAN, CATTARAUGUS COUNTY, NEW YORK (THE "DISTRICT") ADOPTING UPDATED POST-ISSUANCE TAX COMPLIANCE PROCEDURES

WHEREAS, the Internal Revenue Service has issued regulations requiring issuers of tax-exempt obligations to certify on various forms that they actively monitor compliance with federal tax rules following the issuance of such obligations; and

WHEREAS, the District is a periodic issuer of tax-exempt obligations and thus is subject to the aforementioned compliance requirements which are critical for the preservation of the preferential tax status of those obligations; and

WHEREAS, it is therefore in the best interest of the District to adopt updated formal written procedures to ensure such compliance and to designate an official responsible for ensuring that such procedures are followed; and

WHEREAS, the District previously adopted interim post-issuance tax compliance procedures (the "Original Procedures"); and

WHEREAS, it was intended that the Original Procedures would be periodically updated and supplemented; and

WHEREAS, Hodgson Russ LLP, as bond counsel to the District, has prepared (and has recommended that the District adopt) updated and more comprehensive post-issuance tax compliance procedures;

NOW THEREFORE, BE IT RESOLVED, that the District hereby adopts the comprehensive

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post-issuance tax compliance procedures that are attached hereto as "Schedule A" and resolves to be governed thereby; and be it further

RESOLVED, that the below Schedule A will be placed in its entirety in the official records, files and minutes of the District and adhered to going forward; and be it further

RESOLVED, that this resolution shall take effect immediately upon its adoption.

Schedule A

CITY SCHOOL DISTRICT OF THE CITY OF OLEAN,
CATTARAUGUS COUNTY, NEW YORK

Post-Issuance Tax Compliance Procedures
for Tax-Exempt Bonds and Notes

Statement of Purpose

These Post-Issuance Tax Compliance Procedures (the "Procedures") set forth specific procedures of the City School District of the City of Olean, Cattaraugus County, New York (the "Issuer") designed to monitor, and ensure compliance with, certain requirements of the Internal Revenue Code of 1986, as amended (the "Code") and the related Treasury regulations promulgated thereunder (the "Treasury Regulations") in connection with the Issuer's issuance of tax-exempt bonds and notes ("Obligations").

These Procedures describe various systems designed to identify, on a timely basis, facts relevant to demonstrating compliance with the requirements that must be satisfied subsequent to the issuance of Obligations to ensure that the interest on such Obligations is eligible for exclusion from gross income for federal income tax purposes. The federal tax law requirements applicable to the Obligations will be described in the tax questionnaire and/or tax certificate prepared by bond counsel and signed by officials of the Issuer. These Procedures establish a permanent, ongoing structure of practices that will facilitate compliance with the requirements for individual borrowings.

To ensure compliance with applicable federal tax requirements, the Issuer must monitor the various direct and indirect uses of proceeds of the obligation and the investment of such proceeds, including but not limited to:

- (1) Monitoring the use of financed property over the life of the obligation.
- (2) Determining the sources of debt service payments and security for the obligation.
- (3) Calculating the percentage of any nonqualified use of the financed property.
- (4) Calculating the yield on investments of proceeds.
- (5) Determining appropriate restrictions on investments.
- (6) Determining the amount of any arbitrage on the investments.
- (7) Calculating any arbitrage rebate payments that must be paid to the U.S. Treasury.

The Issuer recognizes that compliance with the pertinent law is an on-going process, necessary during the entire term of the Obligations. Accordingly, the implementation of the Procedures will

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require on-going monitoring and consultation with bond counsel and the Issuer's accountants and municipal advisor.

General Procedures

The following procedures relate to monitoring post-issuance tax compliance generally.

- A. The Business Administrator, currently Jenny M. Bilotta (the "Compliance Officer") shall be responsible for monitoring post-issuance tax compliance issues.
- B. The Compliance Officer will coordinate procedures for record retention and review of such records.
- C. All documents and other records relating to Obligations must be maintained by or at the direction of the Compliance Officer. In maintaining such documents and records, the Compliance Officer will comply with applicable Internal Revenue Service ("IRS") requirements, such as those contained in Revenue Procedure 97-22 (see the reference materials presented herewith, referred to herein as "Reference Materials").
- D. The Compliance Officer shall be aware of remedial actions under Section 1.141-12 of the Treasury Regulations (see Reference Materials) and the Treasury's Tax-Exempt Bonds Voluntary Closing Agreement Program (VCAP) and take such corrective action when necessary and appropriate.
- E. The Compliance Officer will review post-issuance tax compliance procedures and systems on a periodic basis, but not less than annually.
- F. The Compliance Officer will be responsible for training any designated officer or employee who is delegated any responsibility for monitoring compliance pursuant to this procedure. To the extent the Compliance Officer needs training or has any questions with respect to any item in this procedure, he or she should contact bond counsel and/or Issuer's accountants and advisors. The IRS recognizes that the Compliance Officer and any delegated individual are not expected to act as lawyers who know the proper response to all compliance situations that may arise, but they should be familiar enough with federal tax issues that they know when to ask for legal or other compliance advice.

Issuance of Obligations: Documents and Records

With respect to each issue of Obligations, the Compliance Officer will:

- A. Obtain and store a closing binder and/or CD or other electronic copy of the relevant and customary transaction documents (the "Transcript").
- B. Confirm that the applicable information reports (e.g., Form 8038 series) for such issue are filed timely with the IRS. Issuer should consult with their accountants and/or bond counsel with questions regarding the filing of such forms.
- C. Coordinate receipt and retention of relevant books and records with respect to the investment and expenditure of the proceeds of such Obligations.

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Arbitrage

The following procedures relate to the monitoring and calculating of arbitrage and compliance with specific arbitrage rules and regulations.

The Compliance Officer will:

- A. Confirm that a certification of the initial offering prices of the Obligations with such supporting data, if any, required by bond counsel, is included in the Transcript.
- B. Confirm that a computation of the yield on such issue from the Issuer's municipal advisor or bond counsel (or an outside arbitrage rebate specialist) is contained in the Transcript.
- C. Maintain a system for tracking investment earnings on the proceeds of the Obligations.
- D. Coordinate the tracking of expenditures, including the expenditure of any investment earnings. If the project(s) to be financed with the proceeds of the Obligations will be funded with multiple sources of funds, confirm that the Issuer has adopted an accounting methodology that maintains each source of financing separately and monitors the actual expenditure of proceeds of the Obligations.
- E. Maintain a procedure for the allocation of proceeds of the issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures. This procedure shall include an examination of the expenditures made with proceeds of the Obligations within 18 months after each project financed by the Obligations is placed in service and, if necessary, a reallocation of expenditures in accordance with Section 1.148-6(d) of the Treasury Regulations (see Reference Materials).
- F. Monitor compliance with the applicable "temporary period" (as defined in the Code and Treasury Regulations) exceptions for the expenditure of proceeds of the issue, and provide for yield restriction on the investment of such proceeds if such exceptions are not satisfied.
- G. Ensure that investments acquired with proceeds of such issue are purchased at fair market value. In determining whether an investment is purchased at fair market value, any applicable Treasury Regulation safe harbor may be used.
- H. Avoid formal or informal creation of funds reasonably expected to be used to pay debt service on such issue without determining in advance whether such funds must be invested at a restricted yield.
- I. Consult with bond counsel prior to engaging in any post-issuance credit enhancement transactions or investments in guaranteed investment contracts.
- J. Identify situations in which compliance with applicable yield restrictions depends upon later investments and monitor implementation of any such restrictions.

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- K. Monitor compliance with six-month, 18-month or 2-year spending exceptions to the rebate requirement, as applicable.
- L. Procure a timely computation of any rebate liability and, if rebate is due, to file a Form 8038-T and to arrange for payment of such rebate liability.
- M. Arrange for timely computation and payment of “yield reduction payments” (as such term is defined in the Code and Treasury Regulations), if applicable.

Private Activity: Use of Proceeds

The following procedures relate to the monitoring and tracking of private uses and private payments with respect to facilities financed with the Obligations.

The Compliance Officer will:

- A. Maintain records for determining and tracking facilities financed with specific Obligations and the amount of proceeds spent on each facility.
- B. Maintain records, which should be consistent with those used for arbitrage purposes, to allocate the proceeds of an issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures.
- C. Maintain records allocating to a project financed with Obligations any funds from other sources that will be used for otherwise non-qualifying costs.
- D. Monitor the expenditure of proceeds of an issue and investment earnings for qualifying costs.
- E. Monitor private use of financed facilities to ensure compliance with applicable limitations on such use. Examples of potential private use include:
 - 1. Sale of the facilities, including sale of capacity rights;
 - 2. Lease or sub-lease of the facilities (including leases, easements or use arrangements for areas outside the four walls, e.g., hosting of cell phone towers) or leasehold improvement contracts;
 - 3. Management contracts (in which the Issuer authorizes a third party to operate a facility, e.g., cafeteria) and research contracts;
 - 4. Preference arrangements (in which the Issuer permits a third party preference, such as parking in a public parking lot);
 - 5. Joint-ventures, limited liability companies or partnership arrangements;
 - 6. Output contracts or other contracts for use of utility facilities (including contracts with large utility users);
 - 7. Development agreements which provide for guaranteed payments or property values from a developer;

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8. Grants or loans made to private entities, including special assessment agreements; and
9. Naming rights arrangements.

Monitoring of private use should include the following:

1. Procedures to review the amount of existing private use on a periodic basis but not less than annually; and
2. Procedures for identifying in advance any new sale, lease or license, management contract, sponsored research arrangement, output or utility contract, development agreement or other arrangement involving private use of financed facilities and for obtaining copies of any sale agreement, lease, license, management contract, research arrangement or other arrangement for review by bond counsel.

If the Compliance Officer identifies private use of facilities financed with tax-exempt debt, the Compliance Officer will consult with bond counsel to determine whether private use will adversely affect the tax status of the issue and if so, what remedial action is appropriate. The Compliance Officer should retain all documents related to any of the above potential private uses.

Reissuance

The following procedures relate to compliance with rules and regulations regarding the reissuance of Obligations for federal law purposes.

The Compliance Officer will identify and consult with bond counsel regarding any post-issuance change to any terms of an issue of Obligations which could potentially be treated as a reissuance for federal tax purposes.

Record Retention

The following procedures relate to retention of records relating to the Obligations issued.

The Compliance Officer will:

- A. Coordinate with staff regarding the records to be maintained by the Issuer to establish and ensure that an issue remains in compliance with applicable federal tax requirements for the life of such issue.
- B. Coordinate with staff to comply with provisions imposing specific recordkeeping requirements and cause compliance with such provisions, where applicable.
- C. Coordinate with staff to generally maintain the following:
 1. The Transcript relating to the transaction (including any arbitrage or other tax questionnaire, tax regulatory agreement, and the bond counsel opinion);
 2. Documentation evidencing expenditure of proceeds of the issue;
 3. Documentation regarding the types of facilities financed with the proceeds of an issue, including, but not limited to, whether such facilities

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are land, buildings or equipment, economic life calculations and information regarding depreciation;

4. Documentation evidencing use of financed property by public and private entities (e.g., copies of leases, management contracts, utility user agreements, developer agreements and research agreements);
 5. Documentation evidencing all sources of payment or security for the issue; and
 6. Documentation pertaining to any investment of proceeds of the issue (including the purchase and sale of securities, yield calculations for each class of investments, actual investment income received by the investment of proceeds, guaranteed investment contracts, and rebate calculations).
- D. Coordinate the retention of all records in a manner that ensures their complete access to the IRS.
- E. Keep all material records for so long as the issue is outstanding (including any refunding), plus seven years.

Roll Call

Ayes:

Julie Fuentes
Ricky Bee
Daniel Farnham
Mary Hirsch-Schena
Ira Katzenstein
Alan Peters
Kevin Stevens

NOES:

Absent:

Kelly Keller
Lee Filbert

The resolution was thereupon declared duly adopted.

Ayes 7

Nays 0

Motion Carried

Moved by M. Hirsch-Schena, seconded by A. Peters, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following resolution:

RESOLUTION, DATED FEBRUARY 13, 2024, OF THE BOARD OF EDUCATION OF CITY SCHOOL DISTRICT OF THE CITY OF OLEAN, CATTARAUGUS COUNTY, NEW YORK (THE "DISTRICT") ADOPTING SEC DRIVEN CONTINUING DISCLOSURE COMPLIANCE PROCEDURES

Resolution Adopting
Comprehensive
Post-Issuance
Continuing
Disclosure
Compliance
Procedures for Tax-
Exempt Bond and
Note Issues (per
Prevailing SEC
Expectations)
Adopted

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WHEREAS, Securities Exchange Commission ("SEC") Rule 15c2-12 (the "Rule") generally prohibits underwriters from purchasing or selling municipal securities unless the issuer of such securities has entered into a continuing disclosure obligation; and

WHEREAS, the District is a periodic issuer of municipal securities and thus has entered into continuing disclosure obligations (or will do so) from time to time; and

WHEREAS, Hodgson Russ LLP, as bond counsel to the District, has prepared and has recommended that the District adopt certain SEC-driven continuing disclosure compliance procedures ("Procedures"); and

WHEREAS, the Board of Education deems it to be in the best interest of the District to adopt these Procedures to help ensure continuing disclosure compliance, and to designate an official responsible for ensuring that such procedures are followed;

NOW THEREFORE, BE IT RESOLVED, that the District hereby adopts the Procedures that are attached hereto as "Schedule A" and resolves to be governed thereby; and be it further

RESOLVED, that the below Schedule A will be placed in its entirety in the official records, files, and minutes of the District and adhered to going forward; and be it further

RESOLVED, that this resolution shall take effect immediately upon its adoption.

Schedule A

CITY SCHOOL DISTRICT OF THE CITY OF OLEAN
CATTARAUGUS COUNTY, NEW YORK

Continuing Disclosure Compliance Procedures for
Tax-Exempt Bonds and Notes

- a. Purpose: The purpose behind implementation of these continuing disclosure compliance procedures is to ensure that City School District of the City of Olean, Cattaraugus County, New York (the "Issuer") (i) is compliant with its continuing disclosure obligations with respect to the securities it issues, pursuant to Rule 15c2-12, as amended (the "Rule"), promulgated under the Securities Exchange Act of 1934, as amended and (ii) makes accurate reports as to its compliance therewith in connection with its offerings of securities from time to time.
- b. Disclosure Compliance Officer Designation, Education and Training: The Issuer will designate a "Disclosure Compliance Officer" who will be the primary official responsible for monitoring compliance with the continuing disclosure requirements listed in the Issuer's continuing disclosure undertakings. The Disclosure Compliance Officer will attend training and educational seminars that are offered on an annual basis by the Issuer's bond counsel (the law firm of Hodgson Russ LLP) and will consult with the Issuer's bond counsel and municipal advisor as needed to keep current on Securities and Exchange Commission regulations and developments relating to continuing disclosure compliance for its obligations. The Issuer's designated Disclosure Compliance Officer is the Business Administrator, currently Jenny M. Bilotta.
- c. Continuing Disclosure Obligations Review: The Disclosure Compliance Officer is responsible for reviewing, with the Issuer's municipal advisor, the Issuer's continuing disclosure undertakings to determine the date(s) by which annual financial information and audited financial information, along with any required material events notices and, if

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applicable, failure to file notices, must be filed with the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") system in accordance with the Rule.

- d. Preparation of Annual Financial Information and Audited Financial Statements: If the Issuer's continuing disclosure undertakings require the filing of annual financial information and audited financial statements with EMMA, the Disclosure Compliance Officer will coordinate with the Issuer's auditor and municipal advisor to ensure that such documents are prepared and submitted in advance of the deadline for such filing.
- e. Monitoring Disclosure Compliance: The Disclosure Compliance Officer will monitor the filing with EMMA of any and all documents required under the Issuer's continuing disclosure undertakings through consultation with the Issuer's municipal advisor and bond counsel when necessary.
- f. Correcting Potential Non-Compliance: Upon discovery of potential or existing non-compliance with the Issuer's continuing disclosure undertakings, the Disclosure Compliance Officer will promptly take steps, including consultation with the Issuer's municipal advisor and bond counsel, to correct such non-compliance, such as by filing failure to file notices with EMMA.
- g. Official Statements: The Disclosure Compliance Officer will review for accuracy and completeness any descriptions of the Issuer's continuing disclosure compliance history contained in the initial drafts of notices of sale or official statements that are promulgated by the Issuer in connection with its bond and note issues, and will inform the Issuer's municipal advisor and bond counsel of any potential inaccuracies or omissions within, so that any discovered inaccuracies or omissions in the draft document(s) can be corrected before such document(s) are finalized and distributed.

Roll Call

Ayes:

Julie Fuentes
Ricky Bee
Daniel Farnham
Mary Hirsch-Schena
Ira Katzenstein
Alan Peters
Kevin Stevens

NOES:

Absent:

Kelly Keller
Lee Filbert

The resolution was thereupon declared duly adopted.

Ayes 7

Nays 0

Motion Carried

Personnel Action
Items Approved

Personnel – Item A

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Moved by M. Hirsch-Schena, seconded by A. Peters, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, the Board of Education approves the Personnel Action Items listed in Personnel Item A.

Resignations:								
Last Name	First Name	Position	Effective				Comments	
Ventura	Sally	1st Year Teacher Mentor	1/29/2024					
Haynoski	Misty	East View Keyboard Specialist	2/20/2024					
Leave of Absence:								
Last Name	First Name	Position	Effective				Comments	
Certified/Classified Appointments:								
Last Name	First Name	Position	Effective	Hours	Salary/Wages	Replacing	Certification Information	Building
Certified/Classified Appointments:								
Last Name	First Name	Position	Effective	Hours	Salary/Wages	Replacing	Certification Information	Tenure Area/Date
Magro	Timothy	OHS Physical Education Teacher	1/30/2024		Step 2	Sean Finch	Physical Education Initial Certificate	Probationary Appointment to the Special Subject Tenure Area of Physical Education and Recreation; 1/30/24 - 1/29/28; eligibility for tenure at the end of the probationary period is

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								dependent on the employee receiving APPR ratings of Effective or Highly Effective in 3 of the 4 preceding years and no Ineffective composite or overall rating in the final year.
Sullivan	Nancy	OIMS Reading Teacher	2/24/2024				Reading Teacher Permanent Certificate	Appointed to a tenured position in the Special Subject Reading Tenure Area effective February 24, 2024.
Coaching and Extra-Curricular Appointments:								
Last Name	First Name	Address	Position	Effective	Hours	Salary/Wages	Replacing	Certification Information
Wolfgang	Katie		Advisor for Washington Club	15-Nov	2023-2024 School Year	Index - 0.015 = \$629		
Chapman	Lucas		Boys Modified Baseball Coach	14-Feb	2023-2024 School Year	Index - 0.060 = \$2,513		
Snyder	Tobi		Sectional All-State Grade 7-9 Strings	1-Oct	2023-2024 School Year	Index - 0.01 = \$419		
Lapi	Cole		JV Girls Basketball Coach	1-Nov	2023-2024 School Year	Index - 0.085 = \$3,560	Rich DiMartino	
Auman	Christopher		JV Boys Basketball Coach	1-Jan	2023-2024 School Year	Index - 0.085 = \$2,029.20 (Pro-rated for 2023-2024 remaining season)	Sean Finch	<u>Informational Items</u>

Mary Hirsch-Schena noted that her daughter is Lily Schena.

Ayes 7

Nays 0

Motion Carried

Introduction of Newly Appointed Staff:

Adjournment

Informational Items:

- Buildings and Grounds Committee - Tuesday, March 5th at 4:30 pm
- Operations Committee - Monday, March 11th at 4:30 pm
- Board Building Tour - Tuesday, March 12th at 5:30 pm at Washington West
- Board of Education Meeting - Tuesday, March 12th at 6:30 pm at Washington West
- Curriculum Committee - Monday, March 18th at 4:00 pm

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- f. Safety Committee - Wednesday, March 20th at 3:30 pm
- g. Audit/Finance Committee - Thursday, March 21st at 4:00 pm

Moved R. Bee, seconded by M. Hirsch-Schena, to adjourn from the Regular Meeting at 7:55 pm.

Ayes 7

Nays 0

Motion Carried

Respectfully submitted,

Victoria L. Zaleski-Irizarry
District Clerk

February 15, 2024

Sub List:

POSITION DESCRIPTION	EMPLOYEE NAME	CERTIFICATION/ DEGREE	FINGER PRINT
CERTIFIED			
SUBSTITUTE TEACHER			
SUBSTITUTE TEACHER	HOBLER, ALYSSA	SWD; CHILDHOOD ED.	YES
NON-CERTIFIED			
SUBSTITUTE TEACHER			
SUBSTITUTE TEACHER	AUMAN, BROOKLYN	ASSOCIATES	YES
SUBSTITUTE TEACHER	DONOVAN, JEANIE	BACHELORS	YES
SUBSTITUTE TEACHER	DUTCHER, ABBIE	ASSOCIATES	YES
SUBSTITUTE TEACHER	SCHENA, LILY	ASSOCIATES	YES
SUBSTITUTE TEACHER	SZALACH, CARLEIGH	ASSOCIATES	YES