

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

1. Opening Items

The Regular Meeting of the Board of Education of the City School District of Olean, NY was held on Tuesday, April 18, 2023, at 6:31 p.m., in person, at the Olean High School Board Room, located at 410 West Sullivan St, 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 led by Jim Padlo recited Pledge of Allegiance to the Flag.

PRESENT: Mary Hirsch-Schena, President
Julio Fuentes, Vice President
Ira Katzenstein
Rychelle Weseman
Lee Filbert
Andrew Caya
Daniel Farnham
Kelly Keller
James Padlo

PRESENT: Dr. Genelle Morris, Superintendent of Schools
Jenny Bilotta, Business Administrator
Frances Steffen, Account Clerk
Jen Mahar, Director of Special Programs
Mike Martel, Director of Technology

Others: Kellen Quigley, Olean Times Herald
Lilli Khettry
Dan Freeman
Matt Woleben
Kris Ring
Ava Bordonaro
William Snyder
Rachel Braithwate
Maddison Hitchcock
Shayla Harrington
Norra Anastasia
Heartly Phipps
Marie Rakus
Liam McLaughlin
Rachael Schreiber
Angela Marconi
Desiree Muir
Charity Phipps
Preston Conner
Lily Schena

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 2

Approve the Agenda

Approve the
Agenda

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the agenda as presented. Moved by Lee Filbert, seconded by Julio Fuentes

Ayes 9 Nays 0 Motion Carried

2. Communications and Commendations

A. Commendations

Commendations

Mary Hirsch-Schena announced that Thomas Bates received the Cattaraugus County Youth Award. Congratulations!

B. Communications

Communications

none

3. Public Comment

Public Comment

A. Speakers

Mary Hirsch-Schena read the Board Policy rules for speaking at board meetings. She stated that we welcome all voices to be heard, but reminded all present that the request needs to be submitted in writing to the District Clerk, no later than noon on the Wednesday prior to each meeting.

Kris Ring -Olean Teacher's Association

Kris spoke about her teaching career, and that we have dedicated teachers who go above and beyond for our students. Our students have great opportunities for advancement and college courses. She mentioned the shortage of teachers is an ongoing challenge and we need to support, acknowledge and reward our teachers as they work more with less.

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 3

4. Discussion items:

Discussion
Items

A. DEI Work Group 3-28-23
Presented by Dr. Genelle Morris

B. Policy Review

First Reading:

Policy #1330 - Appointments and Designations by the Board
Policy #1510 - Regular Board Meeting & Rules (Quorum and Parliamentary
Procedures)
Policy #7410 – Extra Curricular Activities

Second Readings

Policy #1210 - Board Members: Nomination and Elections
Policy #1220 - Reporting of Expenditures and Contributions
Policy #1230 - Resignations and Vacancies on the Board
Policy #1310 - Powers and Duties of the Board
Policy #3412 - Threats of Violence in School
Policy #5110 - Budget Planning and Development
Policy #5120 - School District Budget Hearing
Policy #5130 - Budget Adoption
Policy #5683 - Fire and Emergency Drills, Bomb Threats, and Bus Emergency Drills
Policy #7440 - Student Voter Registration and Pre-Registration

First readings will be moved to second readings at next meeting. Policy #1510 will be sent back to Operations Committee. Second Readings under new business to approve.

C.. Live Stream Board Meetings

General discussion among Board members regarding live streaming Board Meetings

5. Board Report

Board Report

On March 22, the board met to continue its training in belongingness that was started last summer.

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 4

On March 28, the board held a retreat where the superintendent evaluation and board of valuations were discussed. We will be discussing this in an executive session portion of our meeting on May 17th to work on the superintendent evaluation.

Thomas Bates is Catt. County youth citizenship award honoree this week.

6. Superintendent Report

Superintendent
Report

A. Code of Conduct Update: -

Presented by Dr. Genelle Morris, Superintendent of Schools

B. 2023-2024 Budget Update

Presented by Jenny Bilotta, Business Administrator

7. Committee Reports: included in packet

Committee Reports

- A. Operations Committee Meeting 03-13-23
- B. Building & Grounds Committee Meeting 03-14-23
- C. Audit/Finance Committee Meeting 03-16-23
- D. Safety Committee Meeting 03-22-23
- E. Curriculum Committee Meeting 03-02-23

8. Consent Agenda

A. Approval of Consent Agenda

Approval of
Consent Agenda

Moved by Andrew Caya, seconded by Rychelle Weseman, upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following Consent Agenda Items:

B. Meeting Minutes

The meeting minutes of the special meeting held on March 15, 2023

C. Meeting Minutes

The amended meeting minutes of the regular meeting on March 21, 2023

D. Treasurer's Report

The Treasurer's Report dated March 31, 2023, be accepted and placed on file.

E. Warrant Reports

The Warrant Report for March 31, 2023 be accepted and placed on file.

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 5

F. Internal Claims Auditor Exception Report

The Internal Claims Auditor Exception Report for the period covering month ending March 31, 2023, be accepted and placed on file.

G. Intra-fund Transfers

The March 31, 2023, Intra-fund Transfer listing in the amount of \$107,800.00 be accepted/approved and placed on file

H. CSE Recommendations

That the CSE recommendations reviewed on April 18th be approved.

CSE 2022-2023

908004865	908000862	908001825	908003394
908003954	900457739	908004214	908003829
908003661	900457524	908004567	908003937
908004056	908002318	908002419	908002766
908004107	083400006	908003848	908001489
908004262	908003616	908004023	908001492
908004558	908002747	908003933	908004184
908003370	908002805	908003968	908004234
908003497	908002827	908003834	908004219
908001551	908003249	908003693	908003887

CPSE to CSE transition 2023-2024
school year

908004278
908004322

I. CPSE Recommendations

The CPSE recommendations reviewed on April 18th be approved

CPSE 2023-2024

908004839
908004843
908004856
908004867
908004862
908004863

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 6

908004315

CPSE 2022-2023

908004839

908004840

908004613

908004278

908004315

908004322

J. Substitute List

The attached list of substitutes be approved.

POSITION DESCRIPTION	EMPLOYEE NAME	CERTIFICATION/DEGREE	FINGERPRINT
CERTIFIED			
SUBSTITUTE TEACHER			
SUBSTITUTE TEACHER	LARGE, BARBARA	ENGLISH/READING (6-12)	YES
SUBSTITUTE TEACHER	MEEDER, JON	SPANISH; ESL	YES
NON-CERTIFIED			
SUBSTITUTE TEACHER			
SUBSTITUTE TEACHER	LING, MONIQUE	ASSOCIATES	YES
SUBSTITUTE TEACHER	SMITH, DIANE	MASTERS	YES
SUBSTITUTE TEACHER	SMUCINSKI, JOSEPH	BACHELORS	YES
		(retroactive to 3/24/2023)	
SUBSTITUTE TEACHER	RAJENDRAN, DHARANI	BACHELORS	YES
		(retroactive to 4/12/2023)	
SUBSTITUTE TEACHER AIDE			
SUBSTITUTE TEACHER AIDE	GREENE, DAVID	n/a	YES
SUBSTITUTE TEACHER AIDE	GREENE, DAVID VARGA. ALEXA	a n/a n/a	YES YES
SUBSTITUTE FOOD SERVICE			
SUBSTITUTE FOOD SERVICE	WESLEY, KATE	n/a	YES

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 7

K. Surplus Inventory

Removal of Surplus Items from Inventory-Laptop carts

Device	Asset Tag	Loc.	Bldg.	Flr.	Room	Description	Manufacturer	
Bretford Ipad cart	A00749098	OH S	OH S	Basement	43	icart	Bretford	†
Bretford Ipad cart	A00257766	OH S	OH S	Basement	43	icart	Bretford	†
Bretford Ipad cart	A00049074	OH S	OH S	Basement	43	icart	Bretford	†
Earthwalk Chest	11296	OH S	OH S	Basement	43	chest	Earthwalk	
Datamation System	Crt # 2	OH S	OH S	Basement	43	Cart	Datamation	ij
Bretford Laptop cart		OH S	OH S	Basement	43	Cart	Bretford	†
Bretford Laptop cart	A00200012	OH S	OH S	Basement	43	Cart	Bretford	†

New Business

9. New Business

2023-2024 School Calendar

A. 2023-2024 School Calendar

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the proposed 2023-2024 School Calendar.

Moved by Ira Katzenstein, seconded by Andrew Caya.

Ayes __9__

Nays __0__

Motion Carried

B. 2023-2024 Budget

2023-2024 Budget

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, that the Board of Education of the Olean City School District hereby approves and adopts the proposed 2023-2024 General Fund Budget in the amount of \$51,501,933, for purposes of presentation of such budget to the District's voters for approval at the May 16, 2023, annual district vote and election.

. Moved by Andrew Caya, seconded by Jim Padlo

Ayes __9__

Nays __0__

Motion Carried

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 8

C. Property Tax Report Card

Property Tax
Report Card

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, that the Board of Education of the Olean City School District hereby approves and adopts the proposed 2023-2024 Property Tax Report Card.

. Moved by Rychelle Weseman, seconded by Daniel Farnham

Ayes __9__ Nays __0__ Motion Carried

D. BOCES 2023-2024 School Year Administrative Budget

BOCES 2023
2024 Admin
Budget

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the 2023-2024 Cattaraugus Allegany Erie Wyoming BOCES Administrative Budget.

Moved by Andrew Caya, seconded by Ira Katzenstein

Ayes __8__ Nays __0__ Abstain__1__ Motion carried
Rychelle Weseman

E.. BOCES Board Election

BOCES
Board
Election

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, that the Olean City School District Board of Education casts its vote in the annual election of Members of the Board of Cooperative Educational Services of the Cattaraugus Allegany Erie Wyoming BOCES for the following candidates.

3 year terms

Monica Acomb - Area 1
Candace Clemens – Area 4
Danielle O'Connor – Area 9

Moved by Jim Padlo, seconded by Andrew Caya

Ayes __8__ Nays __0__ Abstain__1__ Motion carried
Rychelle Weseman

F. Lead Evaluator

Lead Evaluator

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, that Dr. Marlon Lee, 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).

Moved by Jim Padlo, seconded by Lee Filbert

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 9

Ayes __9__ Nays __0__ Motion carried

G. Policy Adoption

Policy Adoption

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following school policies. These policies are to supersede any current School Board Policies regarding the same matter.

Adopt:

Policy #5520 - Extra /curricular Activity Fund

Second Reading:

Policy #1210 - Board Members: Nomination and Elections

Policy #1220 - Reporting of Expenditures and Contributions

Policy #1230 - Resignations and Vacancies on the Board

Policy #1310 - Powers and Duties of the Board

Policy #3412 - Threats of Violence in School

Policy #5110 - Budget Planning and Development

Policy #5683 - Fire and Emergency Drills, Bomb Threats, and Bus Emergency Drills

Policy #7440 - Student Voter Registration and Pre-Registration

Policy #5120 - School District Budget Hearing

Policy #5130 - Budget Adoption

Moved by Jim Padlo, seconded by Julio Fuentes

Ayes __9__ Nays __0__ Motion carried

H. Policy Deletion

Policy Deletion

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to delete Policy #5150 – Contingency Budget; now part of Policy #5130 Budget Adoption.

Moved by Ira Katzenstein, seconded by Rychelle Weseman.

Ayes __9__ Nays __0__ Motion carried

I. Policy Deletion

Policy Deletion

There was discussion on this deletion of Policy #1320 Nominations and Elections of Board Officers. It was decided to table this and send back to first reading on next agenda.

Motion by Andrew Caya, seconded by Jim Padlo

Ayes __9__ Nays __0__ Motion carried

J. Internal Audit

Internal Audit

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 10

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to accept and approve the Internal Controls Risk Assessment and Internal Controls reports prepared by Buffamante, Whipple, Buttafaro, P.C. and the districts Corrective Action Plan.

Moved by Andrew Caya, seconded by Rychelle Weseman

Ayes __9__ Nays __0__ Motion carried

K. Western Governors University Affiliation Agreement

Western
Governors
University
Affiliation
Agreement

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Western Governors University (WGU) Student Teaching Agreement as presented.

Moved by Julio Fuentes, seconded by Jim Padlo

Ayes __9__ Nays __0__ Motion carried

L. Classroom Observation

Classroom
Observation

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve Christina Bard to conduct observation ours in May and June of 2023 with Bethany Pendl of OGH per the Keuka College Affiliation Agreement.

Moved by Lee Filbert, seconded by Rychelle Weseman

Ayes __9__ Nays __0__ Motion carried

M. Cooperative National Gas Bid

Cooperative
National Gas
Bid

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Cooperative Natural Gas Bid

Moved by Jim Padlo, seconded by Julio Fuentes

Ayes __9__ Nays __0__ Motion carried

GENERAL RESOLUTION

FOR THE PURPOSE OF

PARTICIPATING IN A COOPERATIVE BID COORDINATED BY

THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF

ONTARIO, SENECA, WAYNE AND YATES COUNTIES

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 11

FOR

Cooperative Natural Gas Bid WFL 2024-19

WHEREAS, The Board of Education, Olean City School District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of supply of natural gas. And...

WHEREAS, The Board of Education, Olean City School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Education, Olean City School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, Olean City School District of New York State and making recommendations thereon...

THEREFORE...

BE IT RESOLVED, That The Board of Education, Olean City School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That The Board of Education Olean City School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That The Board of Education Olean City School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, That The Superintendent of Schools on behalf of the Board of Education, Olean City School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for supply of natural gas and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 12

Overnight Field Trip

Over Night Trip

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Liberty Partnership Program - Empire Promise Youth Summit Over Night Field Trip to Albany, NY from April 26, 2023 through April 28, 2023 for 4 students and one staff member. The cost to the school district will be for 2 substitute days, school vehicle and gas costs. Approval is granted with the understanding that all school rules will be followed. The Superintendent of Schools is authorized to make the final decision, based upon their judgment of safety at the time of the scheduled field trip, whether the field trip will occur.

Moved by Ira Katzenstein, seconded by Julio Fuentes.

Ayes 9 Nays 0 Motion carried

O. Fire Inspection Report

**Fire Inspection
Report**

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Fire Inspection Reports as presented.

Moved by Andrew Caya, seconded by Kelly Keller

Ayes 9 Nays 0 Motion carried

P. St. Bonaventure Course Agreements

**St. Bonaventure
Course
Agreements**

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the SBU Courses BIO135 and POLS102.

Moved by Rychelle Weseman, seconded by Jim Padlo

Ayes 9 Nays 0 Motion carried

Q. Temporary Emergency Occupational Therapy Services Contract

**Temporary
Emergency
Occupational
Therapy
Services
Contract**

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the contract with Darla Kent for the period of April 19, 2023 through August 31, 2023 for temporary emergency occupational services, at an hourly rate of \$50.00

Moved by Jim Padlo, seconded by Ira Katzenstein

Ayes 9 Nays 0 Motion carried

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 13

R. Temporary Emergency Speech Language Services Contract

Temporary
Emergency
Speech Language
Services
Contract

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the contract with AnnaMarie Cavallo for the period of April 19, 2023 through June 22, 2023 for temporary emergency Speech Language services, at an hourly rate of \$70.00

Moved by Dan Farnham, seconded by Andrew Caya

Ayes __9__ Nays __0__ Motion carried

10. Personnel

A. Personnel Action

Resignations:								
	Last Name	First Name	Position	Effective				Comments
1	Charles	Robin	4th Grade Teacher	6/24/2023				
2	Hamed	Jon	CSE Chairperson	7/1/2023				
3	Ling	Monique	Teacher Aide	4/29/2023				
4	Geise	Jennifer	Teacher Aide	4/29/2023				
5	Higley	Kyle	Food Service Helper	4/27/2023				
6	Mallery	Jodi	Teacher Aide	4/19/2023				
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
1	Peterson-Volz	Lucas	Seasonal Lifeguard	3/27/2023		\$16.55	new position	Lifeguard/CPR/First Aid
2	Bellreng	Patricia	Senior Food Service Helper	4/17/2023	5.75	\$0.27/hour on base wage	new position	Probationary
3	Coates	Sonita	Food Service Helper - OIMS	4/24/2023	5.75	\$14.20/hour	Tyra Ellis	Probationary
4	Goldberg	Tammy	Food Service Helper - OHS	4/24/2023	5.75	\$14.20/hour	new position	Probationary
5	Green	Andrew	Teacher Aide	4/11/2023	5.75	\$14.20	Garret Crosson position 1806	Probationary
6	Ramsey	Sondra	Teacher Aide	4/10/2023	5.75	\$14.20	Hailee Dunmire position 1795	Probationary
7	Mallery	Jodi	Keyboard Specialist	4/19/2023	7.5	\$22.44	Sara Williams	Provisional

B. Personnel Consent Agenda Approval

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, that the Board of Education approves the Personnel Action Items listed in Personnel Item A.

Personnel Consent
Agenda Approval

Moved by Lee Filbert, seconded by Julio Fuentes

Ayes __9__ Nays __0__ Motion Carried

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 14

C . Introduction of Newly Appointed Staff

Introductions

None

11. Informational Items

Informational
Items

A. Meetings

1. Buildings and Grounds - Tuesday, May 9th, 4:30 pm
2. Operations - Monday, May 8th, 4:30 pm
3. Public Budget Hearing - Tuesday, May 2nd, 6:00 pm
4. Board Meeting - Tuesday, May 2nd, 6:30 pm
5. Board Meeting - Tuesday, May 17th, 6:30 pm
6. Audit/Finance - Monday, May 15th, 3:30 pm
7. Board of Education Nominating Petitions are due 4-26-23 by 5 pm

12. A. Exit meeting to go into Executive Session

Executive Session

Moved by Andrew Caya, seconded by Julio Fuentes to adjourn from the Regular Meeting and enter Executive session at 8:11 pm to discuss Personnel .

Ayes __9__ Nays_0__ Motion Carried

The Public Officers Law states a board may enter into executive session to discuss:

1. Matters which will imperil the public safety if disclosed.
2. Any matter which may disclose the identity of a law enforcement agent or informer.
3. Information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed.
4. Proposed, pending or current litigation.
5. Collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law).
6. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion,

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 15

demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

7. The preparation, grading or administration of examinations.

8. The proposed acquisition, sale, or lease of real property or the proposed acquisition of securities, or sale or exchange of securities, but only when publicity would substantially affect the value of the property.

8. Exit Executive Session

Moved by Julio Fuentes, seconded by Andrew Caya, to adjourn from Executive Session at 8:52 p.m. and reconvene to regular meeting.

Exit Executive
Session

Ayes _ 9 _____ Nays __0__ Motion carried

9. Adjournment

Moved by Julio Fuentes, seconded by Andrew Caya to adjourn from the regular meeting at 8:53 p.m

Adjournment

Ayes __9_____ Nays __0__ Motion carried

Respectfully submitted,

Dr. Genelle Morris
Superintendent of Schools

April 18, 2023

REGULAR MEETING
TUESDAY, APRIL 18, 2023
PAGE 24

