

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, October 6, 2015, at 6:31 p.m. in the cafeteria/gym of Washington West Elementary School located at 1626 Washington Street, Olean, NY. The meeting was called to order by Michiko McElfresh, Vice President, with a moment of silent prayer or personal reflection. Ira Katzenstein led the Board of Education in the Pledge of Allegiance to the Flag.

PRESENT: Michiko McElfresh, Vice President
John Bartimole
Laurie Branch (arrived at 6:32 pm)
Paul Hessney
Ira Katzenstein
Frank Steffen, Jr.

ABSENT: Paul Knieser, President
James Padlo (excused)
Michael Martello (excused)

STAFF PRESENT: Colleen Taggerty, Superintendent of Schools
Kathleen Elser, Business Administrator
Victoria L. Zaleski-Irizarry, District Clerk
Mia O'Brien, Director of Human Resources
Cso Woodworth, Technology Administrator
Linda Nottingham, WW Principal
Jeff Andreano, OHS Principal
Jerry Trietley, OIMS Principal (grades 6 & 7)
Mike Martel, OHS Assistant Principal
Sheila Yaffe, Teacher
Julie Faulkner, Teacher
Kris Bates, Teacher
Ellie Hoffman, Speech Therapist

OTHERS: Kelsey Boudin, OTH
Jim Sabo, BS&P

REGULAR MEETING
TUESDAY, OCTOBER 6, 2015
PAGE 2

Moved by J. Bartimole, seconded by I. Katzenstein, to approve the proposed Meeting Agenda with the addition of item Unpaid Leave under Personnel.

Agenda Approval

Ayes 6

Nays 0

Motion Carried

Public Comment:

None

Public Comment

Discussion Item:

a. Audit Presentation

Discussion Item

Communications, Commendations:

a. School Board Recognition Week October 26 - 30, 2015

Communications, Commendations

Committee Reports:

- a. Operations Committee Meeting – September 15 – given by Ira Katzenstein
- b. School Health Team Committee – September 16 – given by Ira Katzenstein
- c. Finance Committee – September 17 – given by Laurie Branch
- d. Audit Committee – September 21 – given by Laurie Branch
- e. CDEP Committee – September 22 – given by Colleen Taggerty
- f. Buildings and Grounds Committee – September 24 – given by Frank Steffen, Jr.

Committee Reports

Superintendent's Report

- a. The District will be recognized on October 15th by STEM as an emerging school
- b. EPIC opening day for students
- c. Great PEP assembly for Homecoming
- d. Facebook comments regarding the Volleyball Bash tournament
- e. Video production timeline – script October 12th; final product in Jan.-Feb. 2016
- f. Moving forward with APPR; will be applying for a waiver Thursday

Superintendent's Report

Moved by L. Branch, seconded by J. Bartimole, upon the recommendation of Colleen Taggerty, Superintendent of Schools, to adopt the following Consent Agenda items:

Consent Agenda

- a. Upon the recommendation of Colleen Taggerty, Superintendent of Schools, to adopt the previous minutes of the regular meeting held on September 15, 2015.
- b. Upon the recommendation of Colleen Taggerty, Superintendent of Schools, that the final Treasurer's Reports dated June, July, and August 2015, be accepted and placed on file.
- c. Upon the recommendation of Colleen Taggerty, Superintendent of Schools, that the Warrant Report for August 2015 be accepted and placed on file.
- d. Upon the Recommendation of Colleen Taggerty, Superintendent of Schools, the following CSE recommendations reviewed on October 6th be approved:

APPROVED	APPROVED	APPROVED	APPROVED	APPROVED
908000610	900432840	082960007	900456083	900455854
908001262	900350104	908000595	900447294	900441960
100130001	091820010	908001425	900455334	908001210
908001028	900455824	900454255	908001859	908001480
900453168	900453140	092500003		

- e. Upon the Recommendation of Colleen Taggerty, Superintendent of Schools, the following CPSE recommendations reviewed on October 6th be approved:

REGULAR MEETING
TUESDAY, OCTOBER 6, 2015
PAGE 3

APPROVED
908002183

- f. Upon the Recommendation of Colleen Taggerty, Superintendent of Schools, to appoint the attached list of Conditional and Non-Conditional Substitutes.

Ayes 6

Nays 0

Motion Carried

Moved by L. Branch, seconded by I. Katzenstein, upon the recommendation of Colleen Taggerty, Superintendent of Schools, and the audit committee, to accept and place on file the Olean City School District's Audit Report for the 2014-2015 school year as prepared by Brock, Schechter & Polakoff, LLC, Certified Public Accountants.

2014-2015 Audit
Reported Accepted
and Placed on File

Ayes 6

Nays 0

Motion Carried

Moved by F. Steffen, Jr., seconded by P. Hessney, upon the recommendation of Colleen Taggerty, Superintendent of Schools, to accept the Internal Controls Risk Assessment Update and Internal Controls Payroll Testing Assessment prepared by Buffamante Whipple Buttafaro, P.C.

Internal Controls
Risk Assessment
and Payroll Testing
Assessment
Reports Accepted

Ayes 6

Nays 0 Motion Carried

Moved by L. Branch, seconded by J. Bartimole, upon the recommendation of Colleen Taggerty, Superintendent of Schools, to approve the proposed 2016-2017 Budget Development Calendar.

2016-2017 Budget
Development
Calendar Approved

Ayes 6

Nays 0 Motion Carried

Moved by L. Branch seconded by I. Katzenstein, upon the recommendation of Colleen Taggerty, Superintendent of Schools, to approve the Affiliation Agreement between the Olean City School District and Jamestown Community College for the implementation of the field instruction program by providing field placement of qualified nursing students to participate in a clinical experience. The terms of this Agreement shall be five (5) years commencing on September 2015, through August 2020.

Jamestown
Community College
Affiliation
Agreement
Approved

Ayes 6

Nays 0 Motion Carried

Moved by F. Steffen, Jr., seconded by J. Bartimole, upon the recommendation of Colleen Taggerty, Superintendent of Schools, to adopt the following resolution to wit:

Michael Martel
Certified as a
Qualified Lead
Evaluator

BE IT RESOLVED Michael Martel is hereby certified as a Qualified Lead Evaluators of classroom teachers having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b).

Ayes 6

Nays 0 Motion Carried

Moved by J. Bartimole, seconded by L. Branch, upon the recommendation of Colleen Taggerty, Superintendent of Schools, that two (2) 10-month, 5.75 hours per day, part-time Teacher Aide positions be created, effective October 7, 2015.

Two (2) PT Teacher
Aide Positions
Created

Ayes 6

Nays 0 Motion Carried

Moved by F. Steffen, Jr. seconded by I. Katzenstein, upon the recommendation of Colleen Taggerty, Superintendent of Schools, to approve Joseph Carucci as a school volunteer

School Volunteer

REGULAR MEETING
TUESDAY, OCTOBER 6, 2015
PAGE 4

for the 2015-2016 school year.

Approved

Ayes 6 Nays 0 Motion Carried

Moved by L. Branch seconded by F. Steffen, Jr., upon the recommendation of Colleen Taggerty, Superintendent of Schools, to approve the "Memorandum of Understanding" between the Olean City School District and the Olean Family YMCA for the Before School Program for the 2015-2016 school year.

Olean Family
YMCA MOU
Approved

2014-2015 Rate
\$15,000/year

2015-2016 Rate
\$17,000/year

Ayes 6 Nays 0 Motion Carried

Moved by L. Branch, seconded by J. Bartimole, upon the recommendation of Colleen Taggerty, Superintendent of Schools, to accept the retirement resignation of Clara Wilder, Stock Clerk, with regret, effective December 31, 2015.

Clara Wilder
Retirement
Resignation
Accepted With
Regret

Ayes 6 Nays 0 Motion Carried

Moved by F. Steffen, Jr., seconded by L. Branch, upon the recommendation of Colleen Taggerty, Superintendent of Schools, that Pamela Mellon, Food Service Helper, be granted an unpaid leave of absence for the period of September 8, 2015, and through November 1, 2015.

Pamela Mellon
Granted Unpaid
Leave of Absence

Ayes 6 Nays 0 Motion Carried

Moved by L. Branch, seconded by J. Bartimole, upon the recommendation of Colleen Taggerty, Superintendent of Schools, that Elizabeth Casey, who holds a Permanent New York State Teaching Certificate in the Reading certification area, is hereby appointed to a non-conditional, non-tenure, non-probationary position as a .5 FTE Reading Teacher retroactive to September 24, 2015, through June 10, 2016.

Elizabeth Casey
Appointed as .5
FTE Reading
Teacher

BE IT FURTHER RESOLVED that Elizabeth Casey be paid at the annual salary as outlined in the Agreement between the Olean Teachers' Association and the Board of Education for a teacher on Step 7 as outlined in any modified, amended or successor agreement (\$45,212.00 pro-rated).

Ayes 6 Nays 0 Motion Carried

Moved by J. Bartimole, seconded by L. Branch, upon the recommendation of Colleen Taggerty, Superintendent of Schools, to appoint Clarissa Bennett as a part-time conditional probationary Teacher Aide, 3 hours per day, effective October 8, 2015, at an hourly rate of \$10.47. In accordance with Section 503(18)(b) of the Education Law, this is a conditional appointment and therefore shall not commence until the District has received notification from the Commissioner of Education that the appointee has been conditionally cleared for employment. If the Commissioner of Education notifies the District that the appointee has been denied conditional clearance or clearance, the appointment shall terminate immediately without further action by this Board. If the appointee is granted clearance after the receipt of conditional clearance, the appointment shall continue.

Clarissa Bennett
Appointed Part-
Time Teacher Aide

Ayes 6 Nays 0 Motion Carried

Moved by L. Branch, seconded by F. Steffen, Jr., upon the recommendation of Colleen Taggerty, Superintendent of Schools, to appoint Diane Moses to the position of part-time non-

Diane Moses

REGULAR MEETING
TUESDAY, OCTOBER 6, 2015
PAGE 5

conditional non-probationary Nurse (LPN), 3.25 hours per day, \$25.86 per hour, retroactive to September 8, 2015 through June 10, 2016.

Appointed Part-Time Nurse (LPN)

Ayes 6 Nays 0 Motion Carried

Moved by F. Steffen, Jr., seconded by I. Katzenstein, upon the recommendation of Colleen Taggerty, Superintendent of Schools, to appoint Jennifer Kless to the 12-month Administrative position of Coordinator of Curriculum and Instruction effective October 7, 2015. This is four-year non-conditional probationary appointment and shall end on October 6, 2019. Eligibility for tenure at the end of the probationary period is dependent on Jennifer Kless receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no Ineffective composite or overall rating in the final year. The appointee is certified in the School District Leadership certification area and has submitted a signed statement for conditional appointment as provided in Section 503(18)(b).

Jennifer Kless
Appointed
Coordinator of
Curriculum and
Instruction

BE IT FURTHER RESOLVED THAT during the first year of this appointment Jennifer Kless will be paid at the annual pro-rated salary of \$74,500.00 (pro-rated).

Ayes 5 Nays 1 Motion Carried
(P. Hessney)

Informational Items:

Informational Items

- a. BOE Building Tour – Tuesday, October 6th at 5:30 pm at WW
- b. Public Hearing – District-wide Safety Plan, October 6th at 6:00 pm at WW
- c. Board Meeting – Tuesday, October 6th at WW at 6:30 pm
- d. Safety Committee – Wednesday, October 14th at 3:45 pm
- e. Finance Committee – Thursday, October 15th at noon
- f. Audit Committee - Monday, October 19th at noon
- g. Buildings and Ground – Tuesday, October 20th at noon
- h. School Health Team – Wednesday, October 21st at 3:45 pm
- i. BOE Photos – Tuesday, October 27th at EV at 5:30 pm
- j. BOE Building Tour – Tuesday, October 27th at EV at 6:00 pm
- k. Board Meeting – Tuesday, October 27th at EV at 6:30 pm
- l. Buildings and Grounds Committee - TBD

Moved by L. Branch, seconded by I. Katzenstein, upon the recommendation of Colleen Taggerty, Superintendent of Schools, to adjourn from the Regular Meeting and go in to Executive Session at 7:05 p.m. for the purpose of discussing: the performance of one particular individuals, OESPA contractual negotiation and the sale of real property. Kathy Elser and Mia O'Brien invited to attend.

Regular Meeting

Ayes 6 Nays 0 Motion Carried

Respectfully submitted,

Victoria Zaleski-Irizarry
District Clerk

Dated: October 9, 2015

Moved by L. Branch, seconded by J. Bartimole, to adjourn from Executive Session and reconvene to the Regular Meeting at 7:21 p.m.

Executive Session

REGULAR MEETING
TUESDAY, OCTOBER 6, 2015
PAGE 6

Ayes 6

Nays 0

Motion Carried

Moved by J. Bartimole, seconded by L. Branch, to adjourn the meeting at 7:21 p.m.

Ayes 6

Nays 0

Motion Carried

Adjournment

Respectfully submitted,

Colleen M. Taggerty
Pro-Tem District Clerk

Dated: October 9, 2015

REGULAR MEETING
TUESDAY, OCTOBER 6, 2015
PAGE 7

Sub List:

POSITION DESCRIPTION	EMPLOYEE NAME	CERTIFICATIO N	FINGERPRIN T CLEARANCE
SUBSTITUTE TEACHER	JOELLE LANGE	Math 7-9 & Gr.5-9/ Childhood Ed.Gr.1-6	NO
SUBSTITUTE TEACHER	INKA LEMASTER	Oklahoma State Elem.Edu.Levels 1-8	NO
SUBSTITUTE TEACHER	HAE SUNG BROWN	Pre-K,K,Gr.1-6 (Pending)	NO
SUBSTITUTE TEACHER	BRADLEY BARNES	Bachelors	NO
SUBSTITUTE TEACHER	JAMES BATES	Bachelors	NO
SUBSTITUTE TEACHER	CHARLI HOWARD	Bachelors	NO
SUBSTITUTE TEACHER	EMILY KAYES	Bachelors	NO
SUBSTITUTE TEACHER	KAYCEE MAJOT	Bachelors	NO
SUBSTITUTE TEACHER	TERRANCE SHINE	Bachelors	NO
SUBSTITUTE TEACHER	CHELSEA VOSSLER	Bachelors	NO
SUBSTITUTE TEACHER	SHEVON WEEKS	Bachelors	NO
SUBSTITUTE TEACHER	MELINDA McCARTHY	Bachelors	YES
SUBSTITUTE TEACHER	MONICA SIMONS	Associates	YES
SUBSTITUTE TEACHER	ROBERT ALOI	Associates	NO
SUBSTITUTE NURSE	KARI JENNINGS	RN	NO
SUBSTITUTE FOOD SERVICE	LISA HOPKINS		NO
SUBSTITUTE TEACHER AIDE	MELINDA McCARTHY	Bachelors	YES
SUBSTITUTE TEACHER AIDE	PATRICIA STROBELE-GOEHRIG	Associates	YES
SUBSTITUTE TEACHER AIDE	KATHARINE ALOI		YES(pending)