



**OLEAN CITY SCHOOL DISTRICT**  
**Board of Education Regular Meeting Minutes**  
**Tuesday, December 17, 2024**  
**Olean High School Auditorium**  
**410 W. Sullivan Street**  
**Olean, NY**

*Generated by Jackie Reed on Wednesday, December 18, 2024*

**MEMBERS PRESENT:**

Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

Absent: Lee Filbert (unexcused)

**OTHERS PRESENT:**

Dr. Genelle Morris, Superintendent  
Dr. Michael Irizarry, Assistant Superintendent of Academic Services  
Jenny Bilotta, Business Administrator  
Jackie Reed, District Clerk

**GUESTS:**

Kellen Quigley, Melissa Kirkland, Jen Mahar, Kwalik Warmley, Bradey (No Last Name), Ryan Talbot, Kady Malloy, Mia Keller, Arianna Cole, Rih DiMartino, Karen Fox, Joelle Talbot, Chris Gaylor, Greg Eaton, Lisa Fratercangelo, Pamela Devling, Pamela Stevens, Stacie Ermer, Melissa Bee, Karen Callahan, Lynn Mott, Patricia Bellreng, Penny Lamont, Leslie Morey Nasuta, Olivia MacWilliams, Millie Jedrosko, Zaiden Thach, Margaret Scaglione, Shawn Wright, Leah Gould, Mike Martel

**1. OPENING ITEMS**

**A. Call to Order 6:41 PM**

**B. Silent Prayer or Moment of Personal Reflection**

**C. Pledge of Allegiance led by Elizabeth Burrows**

**D. Approve the Agenda**

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the agenda as presented or amended.

Ricky Bee requested to amend the agenda to allow for the review of a personnel file.

Motion by Mary Hirsch-Schena, second by Ricky Bee.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

Abstain: Julio Fuentes

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to amend the agenda to allow for the review of the personnel file of a current employee during the executive session.

Motion by Ricky Bee, second by Rene Hauser.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

Abstain: Julio Fuentes

**2. COMMUNICATIONS, COMMENDATIONS AND WELCOME**

A. Communications - None

B. Commendations - None

C. Introduction of New Employees - None. However, Dr. Irizarry shared comments from Katie Camp's recommendation for tenure.

### **3. PUBLIC COMMENT - None**

### **4. EXECUTIVE SESSION**

A. Exit Regular BOE meeting and enter the Executive Session

Upon the recommendation of Dr. Genelle Morris, Superintendent, to exit the Regular BOE meeting at 6:45 to go into Executive Session - Item #4

Lonnie Farrington, Joelle Talbot and Penny Calhoun were invited to join the meeting.

Motion by Ricky Bee, second by Julio Fuentes.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

B. Exit executive session to reconvene to the Regular BOE meeting

Adjourn from executive session at 7:58 p.m. and reconvene to regular meeting.

Motion by Daniel J Farnham, second by Rene Hauser.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

### **5. DISCUSSION ITEMS**

A. Capital Project Presentation and Discussion

Capital Improvement Project presentation by Young + Wright Architects, Campus Construction, and Bernard P. Donegan, Inc. Municipal Finance.

Long-term planning, timeline, and funding sources were presented.

The next capital project will include two propositions. The vote will be in May of 2025.

B. Regionalization Report

Dr. Morris shared that the District needed to decide if they would partake in the Regionalization Tool/Study the state was conducting.

All present members agreed that Olean City School District should be part of this study and planning.

### **6. BOARD REPORT**

The BOE Retreat scheduled for December 3, 2024, was postponed due to inclement weather. The new BOE Retreat date will be January 28, 2025.

### **7. SUPERINTENDENT'S REPORT**

Dr. Morris was excited to participate in many holiday activities in the district. She invited BOE members and the community to attend the remaining concerts which showcase the work of our Art and Music Depts with students.

### **8. STUDENT MEMBER REPORT**

BOE Student Member, Tatiana Warmly, worked an event at WW, helping students back and forth to class and picking out and wrapping gifts with students for their families.

### **9. COMMITTEE REPORTS**

A. Curriculum Committee 11-14-24

B. Audit & Finance Committee 11-21-24

C. Operations Committee 12-9-24

D. Buildings & Grounds Committee 12-10-24

E. Safety Committee 12-11-24

### **10. CONSENT AGENDA**

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to adopt the following Consent Agenda items:

The minutes from the Regular Meeting held on November 12, 2024.

The minutes from the November 18, 2024 Operations meeting.

The minutes from the November 21, 2024, Audit & Finance meeting.

The minutes from the December 9, 2024 Operations meeting.

The minutes from the December 10, 2024, Buildings & Grounds meeting.

The minutes from the December 11, 2024, Safety meeting.  
 The CSE recommendations reviewed and approved on 12/11/24.  
 The CPSE recommendations reviewed and approved on 12/11/24.  
 The Substitute List dated 12/17/24.

<b>SUBSTITUTES FOR BOARD APPROVAL - DECEMBER 17, 2024</b>			
<b>POSITION DESCRIPTION</b>	<b>EMPLOYEE NAME</b>	<b>CERTIFICATION/DEGREE</b>	<b>FINGERPRINT</b>
<b>DISTRICT RETIRED</b>			
<b>SUBSTITUTE TEACHER</b>			
SUBSTITUTE TEACHER	KNIGHT, KATHLEEN	N-6, Reading	YES
SUBSTITUTE TEACHER	SOROKES, SUSAN	N - 6	YES
<b>CERTIFIED</b>			
<b>SUBSTITUTE TEACHER</b>			
SUBSTITUTE TEACHER	VOLZ, ERICA	Childhood Ed (1-6) Early Childhood Ed (B-2)	YES
SUBSTITUTE TEACHER	ZALWSKY, HAILEE	ASSOCIATES	YES
<b>NON-CERTIFIED</b>			
<b>SUBSTITUTE TEACHER</b>			
SUBSTITUTE TEACHER	DeJOHN, JACKSON	BACHELORS	YES
SUBSTITUTE TEACHER	FLYNN-BRETZIN, MAUREEN	BACHELORS	YES
SUBSTITUTE TEACHER	GREENE, EMILY	ASSOCIATES	YES
SUBSTITUTE TEACHER	MIRZA, SAAD	BACHELORS	YES
SUBSTITUTE TEACHER	WAGNER, LISA	ASSOCIATES	YES
<b>TEACHER AIDES</b>			
SUBSTITUTE TEACHER AIDE	FLYNN-BRETZIN, MAUREEN	n/a	YES
SUBSTITUTE TEACHER AIDE	KAYLYNN, KEESLER	n/a	YES
SUBSTITUTE TEACHER AIDE	MIRZA, SAAD	n/a	YES
SUBSTITUTE TEACHER AIDE	ZALWSKY, HAILEE	n/a	YES
<b>SUBSTITUTE FOOD SERVICE</b>			
SUBSTITUTE FOOD SERVICE	BABCOCK, KAREN	n/a	YES

The October 2024 Warrant Report.  
 The November 2024 Warrant Report.  
 The October 2024 Treasurer's Report  
 The November 2024 Treasurer's Report.  
 The October 2024 Claims Audit Report.  
 The November 2024 Claims Audit Report.  
 The October 2024 Budget Transfer Report.  
 The November 2024 Budget Transfer Report.

Motion by Mary Hirsch-Schena, second by Rene Hauser.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**11. NEW BUSINESS**

**A. Approve Volunteer Applications**

Upon the recommendation of Genelle Morris, Superintendent, to approve the unpaid volunteer applications for Corie VanDeusen-Farwell, Joshua Anderson, and Nathan Wirth.

Motion by Mary Hirsch-Schena, second by Kevin Stevens.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**B. OESPA MOA-Minimum Wage**

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools to approve the Memorandum of Agreement between the Olean Educational Support Personnel Association and the Olean City School District regarding the minimum wage increase.

Motion by Daniel J Farnham, second by Rene Hauser.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**C. Approve Transportation Agreement I - Joseph Muccio Transportation**

Upon the recommendation of Dr. Genelle Morris, Superintendent, to approve the contract with Joseph Muccio Transportation (I), to provide school transportation for Unaccompanied, Homeless Youth.

Motion by Rene Hauser, second by Ricky Bee.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**D. Approve Transportation Agreement II - Joseph Muccio Transportation**

Upon the recommendation of Dr. Genelle Morris, Superintendent, to approve the contract with Joseph Muccio Transportation (II), to provide school transportation for Unaccompanied, Homeless Youth.

Motion by Rene Hauser, second by Elizabeth Burrows.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**E. Approve Revised Mentor List - December 2024**

Upon the Recommendation of Dr. Genelle Morris, Superintendent, to approve the revised Mentor List-December 2024.

Motion by Rene' Hauser, second by Julio Fuentes.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**F. Acceptance of the Collector's Report of Unpaid School Taxes**

Upon the Recommendation of Dr. Genelle Morris, Superintendent, to approve the report of Unpaid School Taxes.

Motion by Mary Hirsch-Schena, second by Rene Hauser.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**G. Acceptance of Donations to the Community Schools 2024 Thanksgiving Dinner**

Upon the Recommendation of Dr. Genelle Morris, Superintendent, to accept the following donations made to the Community Thanksgiving Dinner:

BJ's Wholesale - \$200

Cutco Foundation, Inc. - \$1,000

Directions in Independent Living, Inc. - \$250

Mazza Mechanical Services, Inc. - \$250

OASA - \$127.52

OESPA - \$75

Olean Jr. League Coasters - \$200

Tammy Bar - \$20

Napoli Restaurant - Instant Potatoes

Ellicottville BOCES Culinary Arts - Breads

Salvation Army - Dinner Rolls

District & Community Individuals - Desserts

Motion by Mary Hirsch-Schena, second by Daniel J Farnham.

Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**12. PERSONNEL**

**A. Personnel Action Consent Agenda**

Upon the Recommendation of Dr. Genelle Morris, Superintendent, to approve the Personnel Consent Agenda.

17-Dec-24								
Resignations:								
Last Name	First Name	Position	Effective					Comments
Carpenter	Lisa	Teacher Aide	9/28/2024					Appointed as a Teacher Assistant
Borja	Danielle	Teacher Aide	12/21/2024					Pursue other employment opportunities
Olson	Marissa	Modified Softball Coach	12/10/2024					
Stedman	Samantha	Teacher Aide	12/7/2024					Pursue other employment opportunities
Eaton	Gregory	Teacher Aide	12/11/2024					
Leave of Absence:								
Last Name	First Name	Position	Effective					Comments
Burdick	Corrie	Art Teacher	12/3/2024 - 2/3/2025					
Certified/Classified Appointments:								
Last Name	First Name	Position	Effective	Hours	Salary/Wages	Replacing	Certification Information	Building
Butten	Anna	Teacher Aide	11/13/2024	5.75	\$15.15	New Position	Probationary	EV
Hiller	Julie	Teacher Aide	12/2/2024	5.75	\$15.15	New Position - Student Need	Probationary	OHS
Williams	Kyah	Teacher Aide	11/18/2024	5.75	\$15.15	Dottie Ost	Probationary	OIMS
Gibbons	Kathleen	Keyboard Specialist	12/2/2024	7.5	\$23.28	Jackie Reed	Provisional	PLC
Morgan	Tiffany	Teacher Aide	12/9/2024	7.5	\$16.75	Kathleen Gibbons	Permanent	OIMS
McKeirnan	Abbye	Keyboard Specialist - CSE Secretary	11/27/2024	7.5	\$15.80	Devon Winters	Probationary	OHS - District
Schoonover	Luke	Information Technology Specialist	11/27/2024	7.5	\$20.00	Kevin Perkins	Probationary	District Wide
Sage	Nathaniel	Teacher Aide	9/23/2024	5.75	\$15.15	New Position	Probationary	EV
Last Name	First Name	Position	Effective	Hours	Salary/Wages	Replacing	Certification Information	Tenure Area/Date
Morey	Hember	Social Worker	11/16/2023		\$55,418	New Position	School Social Worker, Provisional Certificate	Probationary Appointment to the Tenure Area of School Social Work; 11/16/2023 - 11/15/2027; Ms. Morey will be eligible for tenure at the end of the probationary period of 4 years.
Camp	Katie	Special Education Teacher - Teacher on Special Assignment (TOSA)	12/24/2024		\$66,289	Jon Hamed	Students with Disabilities (All Grades), Professional Certificate	Appointed to a tenured position in the Elementary Tenure Area effective December 24, 2024.
Coaching and Extra-Curricular Appointments:								
Last Name	First Name	Address	Position	Effective	Hours	Salary/Wages	Replacing	Certification Information
Callahan	Rhonda		Girls Varsity Golf Coach	Spring 2024 - 2025 Season		0.065 = \$2,755	Carolyn Shields	Physical Education, Professional Certificate
Burrows	Terry		Girls Modified Softball Coach	Spring 2024 - 2025 Season		0.060 = \$2,543	Marissa Olson	

Ring	Robert		Girls Modified Track Coach	Spring 2024 - 2025 Season		0.060 = \$2,543	Ashlyn Schuman	
<b>Terminations:</b>								
<b>Last Name</b>	<b>First Name</b>	<b>Address</b>	<b>Position</b>	<b>Effective</b>				<b>Comments</b>

Motion by Mary Hirsch-Schena, second by Rene Hauser

Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**B. Approve Spring 2025 Coach Recommendations**

Upon the Recommendation of Dr. Genelle Morris, Superintendent, to approve the following coaches for Spring 2025:

Rhonda Callahan - Girls Varsity Golf; Terry Burrows - Girls Modified Softball; and Bob Ring - Girls Modified Track.

Motion by Mary Hirsch-Schena, second by Julio Fuentes

Motion Carried

Aye: Ricky Bee, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

Abstain: Elizabeth Burrows

**C. Resignation of Coaching Position - M. Olson**

Upon the Recommendation of Dr. Genelle Morris, Superintendent, to accept the resignation of Marissa Olson as the Modified Softball Coach for the Spring 2025 season.

Motion by Mary Hirsch-Schena, second by RReneHauser

Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**D. Tenure - KC**

Upon the Recommendation of Dr. Genelle Morris, Superintendent, that Katie Camp be appointed to a tenured position in the Special Education Tenure Area effective December 24, 2024.

Motion by Julio Fuentes, second by Daniel Farnham

Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**13. INFORMATIONAL ITEMS**

Upcoming Meeting Dates:

December 19, 2024	Audit & Finance	4:00	BOE Conference Room
January 7, 2025	Buildings & Grounds	4:30	BOE Conference Room
January 9, 2025	Curriculum Meeting	4:00	PLC Conference Room
January 13, 2025	Operations	4:30	BOE Conference Room
January 14, 2025	BOE Regular Meeting	6:30	East View Elementary Building

**14. EXECUTIVE SESSION**

A. Exit Regular BOE meeting and enter Executive Session

Nate Kuzma, Attorney; Dr. Michael Irizarry, Assistant Superintendent of Academic Services; and Jenny Bilotta, Business Administrator, were invited to join the meeting.

Upon the recommendation of Dr. Genelle Morris, Superintendent, to exit the Regular BOE meeting at 8:45 to go into Executive Session - Item #5

Motion by Mary Hirsch-Schena, second by Julio Fuentes.

Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**B. EXIT EXECUTIVE SESSION AND RETURN TO REGULAR MEETING**

Adjourn from executive session at 10:45 p.m. and reconvene to regular meeting.

Motion by Rene Hauser, second by Ricky Bee.

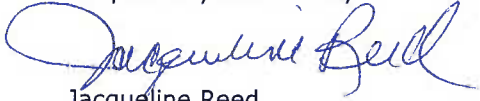
Final Resolution: Motion Carried

Aye: Ricky Bee, Elizabeth Burrows, Daniel J Farnham, Julio Fuentes, Rene' Hauser, Mary Hirsch-Schena, Kelly Keller, Kevin Stevens

**15. ADJOURNMENT**

A. Adjourn from Regular Meeting at 10:48 pm

Respectfully Submitted,



Jacqueline Reed  
District Clerk

