

Olean City School District
Finance & Audit Committee Meeting
410 West Sullivan Street
Thursday, April 14, 2016
12:00 p.m.

Present: Mike Martello Brandon Jones Vicki Zaleski-Irizarry
Frank Steffen, Jr. Kathy Elser
Colleen Taggerty Laurie Branch – via skype

Guest: Paul Ksionzyk

Observer: Michiko McElfresh, BOE President

Videoconferencing: Ritz Carlton, 181 Wellington West, Toronto ON Canada, Room 1417 and the Board Room, Olean High School, 410 West Sullivan Street, Olean, NY. The public was invited to attend.

Athletic Director Position – Paul Ksionzyk

Paul distributed a list of the AD duties that he compiled

- Evaluation of PE teachers and coaches
- Scheduling (or rescheduling) of games
- Coordinating transportation for games
- Ordering supplies/equipment/etc
- Securing officials and payment of officials
- Monthly meetings with school administrators
- CCAA monthly AD meetings
- Coach recommendations (make sure they are qualified/certified), etc.
- Building AEDs (ordering of batteries/pads.etc.)
- Concussion Management
- And so much more

The AD position is currently PT (20-hour per week); this is not enough time to do everything that needs to be done in an efficient manner, especially when the athletic teams make it to the play offs

Discussed the possibility of the position being FT

Teacher Assistant positions

- Discussions were held regarding the creation of two (2) positions, 5 ¾ hours per day

2016-17 Draft Budget

- The draft Administrative budget and Faculty, Staff, Program spreadsheets were reviewed
- Discussions were held regarding a PILOT (pg. 12)
- Motion by Frank, seconded by Brandon to recommend the adoption of the budget by the Board of Education

Kathy discussed the creation of a Repair Reserve

Cafeteria Profit and Loss for March 31, 2016

- Kathy reviewed the P&L statement through March 31, 2016
 - Free meals participation has increased
 - Reduced and paid meals participation has decreased
 - Discussed the Community Eligibility Program
 - Kathy has met with the new Sodexo manager (Doug)

Cash Flow through March 31, 2016

- Kathy reviewed the cash flow statement through March 31, 2016

Meeting adjourned at 12:50

Next Meeting: May 18, 2016