

Olean City School District
Operations Committee Meeting
Monday, June 13, 2022
4:30 pm
Board Room and ZOOM

Present:	Ira Katzenstein – via ZOOM	Kelly Keller
	Janine Fodor – via ZOM	Mary Hirsch-Schena
	Karen Geelan	Jenny Bilotta
	Jen Mahar	Jen Kless
	Vicki Zaleski-Irizarry	

Finalize Mission/Purpose of Committee

Karen devised the following:

- The duties of the Operations Committee serves as an advisory committee to the school board on District policy, contracts or agreements with community agencies, and items as referred by the Board of Education.
- The Operations Committee of the Olean City School District Board of Education is composed of:
 - Up to four (4) trustees of the OCSD Board of Education
 - Superintendent of Schools
 - Business Administrator
 - Director of Human Resources
 - Director of Special Programs
 - Other administrators as designated by the Superintendent of Schools

Policy #5560 – Audit Committee – referred to committee by BOE

- Janine proposed language to include... “Board Members, who are not on a committee, may attend such committee’s meetings as an observer, if the committee meeting is an “open meeting” under New York law and regulations. Board Members shall not actively participate in substantive discussions or cast votes during any committee meeting unless they are also members of the committee.”
- Open Meetings Law – addressed quorum of the board at committee meetings

Policy #5684 – Use of Surveillance Cameras – new

- Specify how long a recording will be archived
- Signage “You are on camera” or “Surveillance Cameras in Use”
- The committee reviewed and discussed the policy – will be placed on the BOE agenda for 1st reading

Discussion – policy updates/language changes

- a. 4515 – Superintendent of B&G to Director of Facilities
- b. 5110, 5120, 5150, 5411, 5621 – Business Manager to Business Administrator
- c. Does 5415 need an update? Appears to be the old lunch requirements

Futures Report

- The committee discussed concerns with the report to the board on June 7th
- Update will be given at the June 28th BOE meeting

Community Schools (staffing plan)

- Jen Mahar, Aaron Wolfe, and Jenny Bilotta are meeting to discuss and devise plan

School Nurses

- In need of a nurse for summer school

Start time revisions

- Discussing moving time back 20 minutes

Cybersecurity Insurance status

- Jenny is discussing with potential carriers/providers, has filled out applications
- Janine recommended a few carriers

Meeting ended at 5:50 pm