

**Reorganizational Meeting of the Board of Education
Tuesday, July 11, 2023
Irma Czubaj Board of Education Room, Woodrow Wilson Elementary School**

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Pledge of Allegiance
Former Board President called meeting to order

Pledge

Roll Call: Denise McCowan – President
Stephanie Dombrowski
Wesley Schlossin
Gary Sieczkarek
Zachary Smith
Jeffery Stewart

Roll Call

Motion by J. Stewart seconded by S. Dombrowski, to appoint Andrea L. Galenski as Clerk Pro-Tem.

Clerk Pro-Tem

Motion Carried 6 Ayes 0 Noes 0 Absent 0 Abstain

Oath of Office given to newly elected Board Member, James Stachewicz.

Oath
Stachewicz

Nominations were taken for the office of President of the Board of Education.

Motion by S. Dombrowski seconded by G. Sieczkarek that the following resolution be adopted: RESOLVED, that Denise McCowan be elected President of the Board of Education for the ensuing year ending June 30, 2024.

Nominate
President
McCowan

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

The Oath of Office was administered to the new President of the Board by the Clerk Pro-Tem.

Oath of
Office
President

Nominations were taken for the office of Vice President of the Board of Education.

Motion by W. Schlossin seconded by S. Dombrowski that the following resolution be adopted: RESOLVED, that Zachary Smith be elected Vice President of this Board of Education for the ensuing year ending June 30, 2024.

Nominate
Vice
President
Smith

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

The Oath of Office was administered to the new Vice President of the Board by the Clerk Pro-Tem.

Oath of
Office Vice
President

Motion by G. Sieczkarek seconded by W. Schlossin, that Denise Knaebe be appointed as District Clerk and Secretary to the Superintendent for the ensuing year ending June 30, 2024, at the annual salary identified in the Terms of Employment.

District
Clerk
Secretary to
the Supt.
Knaebe

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by S. Dombrowski seconded by Z. Smith, that Jennifer Heiler be appointed as District Treasurer for the ensuing year ending June 30, 2024, at the annual salary identified in the Terms of Employment.

District
Treasurer
Heiler

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by G. Sieczkarek seconded by Z. Smith, that Wayne Drescher be authorized and designated as Deputy Treasurer (Alternative Officer) to sign District checks in the absence of the Treasurer.

Deputy
Treasurer
Drescher

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

The Oath of Office was given to the District Clerk/Secretary to the Superintendent and Deputy Treasurer. District Treasurer and Superintendent received their Oath of Office during business hours in the District Office.

Oaths,
District
Clerk &
Deputy
Treasurer

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Motion by G. Sieczkarek seconded by W. Schlossin to suspend the reading of each appointment and approve the following appointments for the 2023-2024 school year.	Page 3058
School Physician: Dr. Kimberly Prise from Forestream Pediatrics	School Physician
School Attorney: Scott Horton, GunnerCooke LLP Bond, Schoeneck & King PLLC. Hodgson Russ LLP – Special Education Attorneys	School Attorney
Auditors: Lumsden McCormick, LLP	Auditors
Bank Depository: M & T Bank, J.P. Morgan Chase Bank, HSBC Bank, Key Bank, and NYLAF (New York Liquid Asset Fund).	Banks
Date and Hour of Meetings: Third Tuesday, of each month, beginning at 6:30 p.m., except for the following months: August 2023 – the meeting will take place on August 29, 2023 September 2023 – the meeting will take place on September 26, 2023 November 2023 – the meeting will take place on November 14, 2023 December 2023 – the meeting will take place on December 12, 2023 February 2024 – the meeting will take place on February 27, 2024	Meetings
Official Newspaper: Cheektowaga-Bee	Newspaper
Purchasing Agent: Wayne Drescher	Purchasing Agent
Internal Claims Auditor: Erie 1 BOCES Central Claims Auditor	Internal Claims Auditor
Tax Collector & Deputies: Towns of West Seneca and Cheektowaga	Tax Collector
Establishment of Petty Cash Funds: Mrs. Angela Byczkowski – TR \$50.00 Ms. Wendy Thielke – WW \$50.00 Mrs. Nancy Bzibziak – JFK High School \$50.00 Mrs. Julie DeVorchik – JFK Middle School \$50.00 Ms. Melissa Schultz – Buildings and Grounds - \$50.00 Ms. Erin Greene – School Lunch Program - \$50.00 District Treasurer – District Office - \$200.00	Petty Cash
Establish Mileage Reimbursement rate: The rate established for business travel as per the Internal Revenue Service	Mileage
Members of the Committee on Special Education/504: Jessica Emmerling, Katrina Kaminski, and Ivana Perez, Chairpersons Ivana Perez, School Psychologist Lisa Branecki, Kayla Small, and Cara Minervini, Speech Pathologists as appropriate Dr. Prise, School Physician – when requested by the parent Parent of the child General Education Teacher of the child Special Education Teacher as assigned Amy Schulz, Occupational Therapist as appropriate Michaelene Bernas, Alyssa Ernst, Jennifer Meyers, and Jessica Stiglmeier, Social Workers as appropriate	CSE/504

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Committee on Preschool Special Education: Jessica Emmerling, Chairperson Katrina Kaminski, Chairperson Parent of the child General Education Teacher as appropriate Special Education Teacher or Provider Representative from Erie County Representative from the agency, which conducted the evaluation	Page 3059 CPSE
Local Educational Agency Representatives (LEA): Jessica Emmerling	LEA
Medicaid Compliance Officer: Jessica Emmerling	Medicaid Compliance
Reviewing Official to Determine Student Residency: Jessica Emmerling	Student Residency
Liaison for Homeless Children & Youth (McKinney-Vento): Jessica Emmerling	McKinney- Vento
Central Treasurer, Extraclassroom Activities Account: Peter Fuchs	Extra- classroom Accounts
Chief Emergency Officer: Andrea L. Galenski	Chief Emergency Officer
Dignity Act Coordinators: Jessica Stiglmeier, High School Jennifer Meyers, Middle School Alyssa Ernst, Woodrow Wilson Michaelene Bernas, Theodore Roosevelt	Dignity Act
LEADP (Local Education Agency Designated Person) for compliance with AHERA (Asbestos Hazard Emergency Response Act) requirements for asbestos: Joseph Goodrow	AHERA
School and Municipal Energy Cooperative (SMEC): Wayne Drescher	SMEC
School Pesticide Representative: Joseph Goodrow	Pesticide Representa- tive
Chemical Hygiene Officer: Joseph Goodrow	Chemical Hygiene Officer
Records Access and Management Officer: District Clerk	Records Access
Title IX Compliance Officer: Andrea L. Galenski	Title IX
Designated Educational Official (DEO) to receive court notification: Andrea L. Galenski	DEO
Reviewing Official and Verification Official for the Federal Child Nutrition Program: Erin Greene	Federal Child Nutrition Program
Hearing Official for the Federal Child Nutrition Program: Jessica Emmerling	Hearing Official
Harassment/Sexual Harassment Officer: Wayne Drescher	Harassment Officer

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Appointing Officer - Civil Service Wayne Drescher, School Business Manager	Page 3060 Civil Service
Insurance Advisor: New York Insurance Reciprocal (NYSIR)	Insurance Advisor
Representative to New York School Insurance Reciprocal (NYSIR): Wayne Drescher, School Business Manager	NYSIR
Data Protection Officer: Brian Zybala	Data Protection
Self-Funded Workers Compensation: District Treasurer	Workers Comp
Supervisors of Attendance: Building Principals	Attendance Supervisors
Voting Delegate for NYSSBA Convention October 26-28, 2023: Denise McCowan	Board Member Delegates
Alternate Voting Delegate for NYSSBA Convention October 26-28, 2023: Wesley Schlossin	
ECASB Delegate Assembly Representative: Denise McCowan	
ECASB Delegate Assembly Alternate: Zachary Smith	
ECASB Budget & Finance Team Representative: Jeffery Stewart	
ECASB Budget & Finance Team Alternate: Stephanie Dombrowski	
ECASB Legislative Team Representative: Gary Sieczkarek	
ECASB Legislative Team Alternate: Wesley Schlossin	
National Affiliate Advocacy Network: Gary Sieczkarek	
Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain	
Motion by S. Dombrowski seconded by J. Stachewicz that Wayne Drescher, School Business Manager be authorized to certify all payrolls during the fiscal year ending June 30, 2024.	Certify Payrolls
Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain	
Motion by J. Stewart seconded by Z. Smith that the following resolution be adopted: BE IT RESOLVED, that the School District Treasurer is authorized and directed to invest idle funds as guided by Policy 5220.	Authorize Investments
Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain	
Motion by G. Sieczkarek seconded by S. Dombrowski, that upon the recommendation of the Superintendent of Schools, the following resolution be adopted: BE IT RESOLVED, that the President of the Board of Education be authorized to sign the necessary documents enabling the District to borrow up to \$4,000,000.00 (four million dollars) in Revenue Anticipation Notes or Tax Anticipation Notes at such time as the Treasurer notifies the President of the Board and Superintendent of Schools that such borrowing is immediately required in order to meet the ordinary and necessary operations of the District.	Authorize Borrowing
Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain	
Motion by Z. Smith seconded by W. Schlossin, that the Superintendent be authorized to approve budget transfers, up to \$10,000 for the ensuing fiscal year, ending June 30, 2024.	Approve Budget Transfers
Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain	

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Motion by S. Dombrowski seconded by J. Stachewicz that the District Treasurer be bonded in the total amount of at least **\$100,000** and that such be secured by the District Clerk and that the Business Manager shall file a copy of such insurance policy. Page 3061
Bond
Treasurer

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by G. Sieczkarek seconded by Z. Smith, that the Board Member designated to substitute for District Treasurer, in her absence, be bonded also. Bond
Substitute
Treasurer

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by S. Dombrowski seconded by Z. Smith that this Board of Education re-adopt the Board of Education Policies, including the Student Code of Conduct and Wellness Policies on Physical Activity and Nutrition, for the 2023-2024 School Year. Re-Adopt
Policies

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by W. Schlossin seconded by G. Sieczkarek, that all existing committees of the Board of Education be abolished. Abolish
Committees

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Buildings and Grounds Committee: Gary Sieczkarek
Interviewing Committee: Denise McCowan
Audit Committee: Zachary Smith Appoint
Committee
Members

Motion by S. Dombrowski seconded by J. Stewart to approve the new committee members as outlined above for the 2023-2024 school year.

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by Z. Smith seconded by W. Schlossin, that the Superintendent of Schools be authorized to pay necessary expenses incurred including those for transportation, salaries and equipment, for the fiscal year ending June 30, 2023 after the original purpose of other appropriations have been fulfilled. Appropriation
Transfers

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by S. Dombrowski seconded by Z. Smith, to participate in the BOCES Co-operative bids for 2023-2024 school year for the following items: BOCES Bids

1. Office and art supplies
2. Audio-visual equipment and TV supplies
3. Micro computer supplies & equipment and software
4. Motor fuel (gasoline & diesel fuel)
5. Waste removal & disposal
6. Co-operative supplies & equipment for asbestos inspection
7. BOCES Bread & Milk Products Bid
8. Cafeteria and Paper Products

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by Z. Smith seconded by W. Schlossin, THAT SAVE Act
WHEREAS, Chapter 181 of the laws of 2000 (“Safe Schools Against Violence in Education Act” hereinafter, “the Act”) requires that courts throughout New York State notify school districts where a student is enrolled of the student criminal conviction, youthful offender adjudication, or adjudication and placement as a juvenile delinquent;

WHEREAS, school districts are required by the Act to appoint a “designated educational official” to receive such notification from the courts and to coordinate the student’s participation in programs which may exist in the school district or community, including; non-violent conflict resolution programs, peer mediation programs and youth courts, extended day programs and other school violence prevention and intervention programs;

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IT IS HEREBY MOVED that upon the recommendation of The Board of Education, Andrea L. Galenski, be hereby appointed as the “designated educational official” for the Cheektowaga-Sloan UFSD to act pursuant to Criminal Procedure Law §§ 380.90, 720.35 and Family Court Act §§ 301.2(17), 380.1.

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Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by G. Sieczkarek seconded by S. Dombrowski, THAT

WHEREAS, the Board of Education of the Cheektowaga-Sloan Union Free School District from time to time receives requests to hold hearings pursuant to either Section 71 or 73 of the Civil Service Law; and

Appoint
Hearing
Officers

WHEREAS, the Board of Education has determined that when requested, hearings held pursuant to either Civil Service Law Section 71 or 73 shall be conducted by an impartial hearing officer;

NOW THEREFORE BE IT RESOLVED THAT the Board of Education does hereby appoint **Kristen Coons, Esq., Amanda Dermott, Esq., Brian Doyle, Esq., Daniel Michalek, Esq., and Kimberly Sebastian, Esq.** of Erie 1 BOCES Labor Relations Services as its designated impartial hearing officers under Civil Service Law Section 71 and 73 for the purpose of conducting such hearings as may be necessary under those statutes for the duration of the 2023- 2024 fiscal year; and

BE IT FURTHER RESOLVED THAT, Kristen Coons, Esq., Amanda Dermott, Esq., Brian Doyle, Esq., Daniel Michalek, Esq., and Kimberly Sebastian, Esq. as applicable, are to make a record of each such hearing which, together with his/her written findings of fact and recommendations on each matter, shall be referred to the Superintendent of Schools, for review and decision, and be it further resolved that Erie 1 BOCES Labor Relations Service be paid its usual and customary fee for services rendered in these matters.

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by J. Stachewicz seconded by J. Stewart, THAT

WHEREAS, The Board of Education seeks to authorize certain individuals to appoint an Impartial Hearing Officer if the Board does not have a regular meeting scheduled on a day when an appointment needs to be made.

Appoint
Special
Education
Hearing
Officers

NOW THEREFORE BE IT RESOLVED, the Board of Education hereby authorizes the Board President or Vice-President to appoint an Impartial Hearing Officer when the Board does not have a regular meeting scheduled on a day when an appointment of an impartial hearing officer needs to be made.

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by S. Dombrowski seconded by W. Schlossin to adjourn this meeting at 6:28 p.m.

Adjourn

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Respectfully submitted,

Denise Knaebe

Denise Knaebe
District Clerk