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, December 12, 2017, at 6:34 p.m. at Olean High School Board Room, 410 West Sullivan Street, Olean, NY. The meeting was called to order by Ira Katzenstein, President, with a moment of silent prayer or personal reflection. Christine Stavish led the Board of Education in the Pledge of Allegiance to the Flag.

PRESENT:	Ira Katzenstein, President John Bartimole, Vice President Janine Fodor Paul Hessney Mary Hirsch-Schena Michiko McElfresh Frank Steffen Jr.
ABSENT:	Michael Martello Jim Padlo (excused)
STAFF PRESENT:	Rick Moore, Superintendent of Schools Kathy Elser, Business Administrator Victoria L. Zaleski-Irizarry, District Clerk Aaron Wolfe, Director of Human Resources Jen Mahar, District Coordinator of State and Federal Aid Programs Jen Kless, Coordinator of Curriculum and Instruction Cso Woodworth, Technology Director Mike Martel, OHS Assistant Principal Jeff Andreano, OHS Principal Lauren Stuff, Washington West Principal Gerald Trietley, OIMS Principal (grades 6 & 7) Matt Perry, Teacher Kellie O'Brien, Teacher Rachael Schreiber, Teacher Angie Marconi, Teacher Julie Faulkner, Teacher Sue Frentz, Teacher Christine Stavish, Teacher Phil Vecchio, Teacher Millie Jedrosko, Teacher Ryan Nawrot, Teacher Ryan Talbot, Teacher PattiAnn Brown, Teacher
OTHERS:	Tom Dinki, Olean Times Herald Reporter Anastasia Peck Eli Hendrix Jarrett Prizel Natalie Sova

Moved by J. Bartimole, seconded M. McElfresh, to approve the proposed Meeting Agenda. — Agenda Approval

Ayes __7_ Nays ___0___ Motion Carried

Public Comment Regarding Agenda Items: — Public Comments
None

Communications, Commendations: — Communications, Commendations
a. Congratulations to Laura Kopec – team experience proposal selected as one of the three WNY STEM Coalition proposals to be submitted to NCESSE
b. Congratulations Eli Hendrix (Vocal) and Karino Wada (Orchestra) who were selected to perform in the NYSSMA All-State Festival ensembles at the Kodak Hall at Eastman Theatre in Rochester, NY

Discussion Items: — Discussion Items
a. DECA Presentation – Natalie Sova and Jarrett Prizel
b. Board Self Evaluation Assessment
c. Superintendent Evaluation

Committee Reports: — Committee Report
a. Audit and Finance Sub Committee – November 16 – given by Mary Hirsch-Schena
b. School Health Team – November 16 – given by Ira Katzenstein
c. Buildings and Grounds Committee – November 21 – given by Janene Fodor
d. Operations Committee – December 5 – given by Frank Steffen, Jr.

Superintendent's Report — Superintendent Report
a. Leadership Academy Day – December 8th at JCC – thank you to high school administrators, guidance department, and teachers as well as JCC, SBU, Cutco, military
b. High School Winter Concert – thank you to Mrs. Rhody and students for an awesome performance
c. WNY STEM Student Showcase - OHS Students recognized at SUNY Buffalo State College on December 7th – thank you Mrs. Kopec
d. Allegany/Cattaraugus School Board Association – Legislative Breakfast at Genesee Valley School on December 9th
e. Met with Olean YMCA – partnership discussions
f. Meeting with Lynda Quick to discuss Technology and VoTech and JCC partnership
g. JCC President Table Top Discussion meeting December 12th
h. Capital Project meeting to discuss East View
i. Confidential/Managerial Contracts – will discuss at Audit and Finance Sub Committee meeting
j. Noted how wonderful the students, faculty, staff, and administrators are

Moved by F. Steffen, Jr., seconded by M. McElfresh, upon the recommendation of Rick Moore, Superintendent of Schools, to adopt the following Consent Agenda items: — Consent Agenda

a. To adopt the minutes of the regular meeting held on November 14, 2017.

b. Upon the recommendation of Rick Moore, Superintendent of Schools, that the Warrant Report for November 2017 be accepted and placed on file.

c. Upon the recommendation of Rick Moore, Superintendent of Schools, that the November 2017 Intra-fund Transfer listing in the amount of $117.85 be accepted/approved and placed on file.

d. Upon the recommendation of Rick Moore, Superintendent of Schools, that the Internal Claims Auditor Exception Report for the period covering month ending November 30, 2017, be accepted and placed on file.

e. Upon the recommendation of Rick Moore, Superintendent of Schools, that the Treasurer's Reports dated November 2017, be accepted and placed on file.

f. Upon the Recommendation of Rick Moore, Superintendent of Schools, the following CSE recommendations reviewed on December 12th be approved:

908000993	908002535	900457713	908001395	908001630
908001236	092790000	908001561	908002456	908002399
900406566	900456445	900436499	082410002	908003228
900455191	082520007	900447690	908001184	908001183
900447086	900457919	100120000	900457924	900457252
900457749	908002948	908001606	908002803	900446865
900457832	900455202	900445126	900422752	900457723
908000604	908001607	908001265	908001605	900453096
908002222	900434082	082390006	091050004	900447825
900455876	900457899	900457767	900457822	900434096
900447074	908001709	908001052	900457644	908001024
908000847	900454701	908002030	900393590	908001215
908002441	900433154	082470015	900417745	900453022
900417786	900457758			

g. Upon the Recommendation of Rick Moore, Superintendent of Schools, the following CPSE recommendations reviewed on December 12th be approved:

908003160	908003020	908002823	908003226	908003110
908003151	908003233	908003209	908002939	

h. Upon the Recommendation of Rick Moore, Superintendent of Schools, to appoint the list of Conditional and Non-Conditional Substitutes.

i. Upon the Recommendation of Rick Moore, Superintendent of Schools, to declare the list of items as surplus.

Ayes ___7__ Nays ___0___ Motion Carried

Moved by J. Bartimole, seconded by M. McElfresh, upon the recommendation of Rick Moore, Superintendent of Schools, to approve the Affiliation Agreement between the Olean City School District and Nova Southeastern University, Inc. for a period of one (1) years effective January 1, 2018.

Nova Southeastern University Agreement Approved

Ayes ___7__ Nays ___0___ Motion Carried

Moved by M. McElfresh, seconded by F. Steffen, Jr., upon the recommendation of Rick Moore, Superintendent of Schools, to abolish four (4), Food Service Helper positions, 4 hours per day, for the 2017-2018 school year.

Food Service Positions Abolished

Ayes ___7__ Nays ___0___ Motion Carried

Food Service Positions Created

Moved by M. Hirsch-Schena, seconded by M. McElfresh, upon the recommendation of Rick Moore, Superintendent of Schools, to create six (6), Food Service Helper positions, 5.75 hours per day, for the 2017-2018 school year.

Ayes 7 Nays 0 Motion Carried

School Volunteers Approved

Moved by J. Bartimole, seconded by M. Hirsch-Schena, upon the recommendation of Rick Moore, Superintendent of Schools, to approve Amanda Heme, Kyle Leslie, Christine Stetz, and Paul Young as a school volunteers for the 2017-2018 school year.

Ayes 7 Nays 0 Motion Carried

Removable Safety Fence Bid Awarded to Grand Slam Safety LLC

Moved by F. Steffen, Jr., seconded by P. Hessney, upon the recommendation of Rick Moore, Superintendent of Schools, to award the Removable Safety Fence bid to Grand Slam Safety LLC in the amount of $62,945.00, with Olean Sports Boosters paying $32,945.00.

Ayes 6 Nays 1 Motion Carried
J. Fodor

Corrective Action Plan Informational Items

Moved by M. Hirsch-Schena, seconded by M. McElfresh, upon the recommendation of Rick Moore, Superintendent of Schools, to accept the Correction Action Plan as set forth in the letter dated October 30, 2017 to Drescher & Malecki in response to the findings contained in the management letter from Drescher & Malecki for the period ending June 30, 2017.

Ayes 7 Nays 0 Motion Carried

Business Education Class DECA Competition Over Night Trip Approved

Moved by F. Steffen, Jr., seconded by M. Hirsch-Schena, upon the recommendation of Rick Moore, Superintendent of Schools, to approve the Olean High School's Business Education Class DECA Competition Over Night Trip to Rochester, NY from March 7, 2018, through March 9, 2018. Approval is granted with the understanding that all school rules and regulations will be followed. The cost to the school district will be approximately $6,350.00. The Superintendent of Schools is authorized to make the final decision, based upon his judgment of safety concerns at the time of the scheduled trip, whether the trip will occur.

Ayes 7 Nays 0 Motion Carried

ESI Group Agreement for Employee Assistance Approved

Moved by J. Bartimole, seconded by M. McElfresh, upon the recommendation of Rick Moore, Superintendent of Schools, to approve the Agreement between the Olean City School District and ESI Group for the period of January 1, 2018 through June 30, 2018 for Employee Assistance Program.

2016-2017	2017-2018
N/A	Substance Abuse Eval - $850 ea. $5,014.95 ($24.95 annually/employee)

Ayes 7 Nays 0 Motion Carried

Daniele Vecchio Appointed Interim School Business Official, Purchasing Agent, Pro-Tem

Moved by F. Steffen, Jr., seconded by M. Hirsch-Schena, upon the recommendation of Rick Moore, Superintendent of Schools, Daniele Vecchio, who holds New York State School Business Leader's Certification is hereby appointed to act as Interim School Business Official, Purchasing Agent, Pro-tem Tax Collector and Deputy Treasurer retroactive to December 4, 2017, until no later than June 29, 2018, or until such time as this interim appointment is no longer needed. As Interim Business Official, Ms. Vecchio will oversee the

administration and business operations of the Olean City School District, and will be available to the District during times to be determined by the Superintendent and Ms. Vecchio, for consultation by phone and/or other means, during the absence of its Business Official. Ms. Vecchio will serve under the supervision of the Superintendent, who will determine Ms. Vecchio's work hours, and the Board of Education. The Board of Education further approves payment to Ms. Vecchio of a monthly stipend of $1,200.00 pro-rata for her services.

Tax Collector and Deputy Treasurer

Ayes ___7__ Nays ___0___ Motion Carried

Kathy Elser extended her thank you to Daniele for all of her assistance.

Moved by M. Hirsch-Schena, seconded by P. Hessney, upon the recommendation of Rick Moore, Superintendent of Schools, to accept the retirement resignation, with deep regret, of Pauline Stanford, Art Teacher, effective June 23, 2018.

Retirement Resignation of Pauline Standford Accepted with Deep Regret

Ayes ___7__ Nays ___0___ Motion Carried

Moved by M. McElfresh, seconded by F. Steffen, Jr., upon the recommendation of Rick Moore, Superintendent of Schools, to appoint Jessica Babb to a non-conditional non-probationary part-time Food Service Helper position, 5.75 hours per day, retroactive to December 6, 2017, at an hourly rate of $10.40.

Jessica Babb Appointed Food Service Helper

Ayes ___7__ Nays ___0___ Motion Carried

Moved by M. Hirsch-Schena, seconded by J. Fodor, upon the recommendation of Rick Moore, Superintendent of Schools, to appoint Christine Lananger to a non-conditional non-probationary part-time Food Service Helper position, 5.75 hours per day, retroactive to December 8, 2017, at an hourly rate of $11.55.

Christine Lananger Appointed Food Service Helper

Ayes ___7__ Nays ___0___ Motion Carried

Moved by M. McElfresh, seconded by M. Hirsch-Schena, upon the recommendation of Rick Moore, Superintendent of Schools, to appoint Constance Alexander to a non-conditional non-probationary part-time Food Service Helper position, 5.75 hours per day, retroactive to December 11, 2017, at an hourly rate of $11.86.

Constance Alexander Appointed Food Service Helper

Ayes ___7__ Nays ___0___ Motion Carried

Informational Items:

Informational Items

a. Operations Committee – Tuesday, January 2, 2018 at 4:30 pm
b. Technology Committee – Thursday, January 4, 2018 at 3:30 pm
c. Board Meeting – Tuesday, January 9, 2018 at 6:30 pm
d. School Health Team Meeting – Thursday, January 18, 2018 at 3:30 pm at WW
e. Audit and Finance Sub Committee – Thursday, January 18, 2018 at noon
f. Buildings and Grounds Committee – TBD

Moved by J. Bartimole, seconded by M. Hirsch-Schena, to adjourn from the Regular Meeting and go in to Executive Session at 7:30 p.m. for the purpose of discussing: employment history of a particular individual. Kathy Elser invited to attend executive session.

Regular Meeting

Ayes __7___ Nays ___0___ Motion Carried

Respectfully submitted,

Victoria L. Zaleski-Irizarry
District Clerk

Dated: December 13, 2017

Moved by J. Bartimole, seconded by F, Steffen, Jr. to adjourn from Executive Session and reconvene to the Regular Meeting at 7:55 p.m. Executive Session

Ayes __7___ Nays ___0___ Motion Carried

Moved by J. Bartimole, seconded by P. Hessney, to adjourn the meeting at 7:56 p.m. Adjournment

Ayes __7___ Nays ___0___ Motion Carried

Respectfully submitted,

Rick Moore
Pro-Tem District Clerk

Dated: December 13, 2017

Sub List:

POSITION DESCRIPTION	EMPLOYEE NAME	CERTIFICATION	FINGERPRINT
CERTIFIED			
SUBSTITUTE TEACHER			
SUBSTITUTE CERTIFIED	WEAVER, GARY	PHYSICS & GEN. SCIENCE 7-12	YES
NON-CERTIFIED			
SUBSTITUTE TEACHER			
SUBSTITUTE TEACHER	BARTLETT, GARY	BACHELORS	YES
SUBSTITUTE TEACHER	FIELD, KAITLIN	ASSOCIATES	YES
SUBSTITUTE TEACHER	FRISINA, KARA	BACHELORS	YES
SUBSTITUTE TEACHER	JORDAN, ASHLEY	BACHELORS	YES
SUBSTITUTE TEACHER	KIBBE, ELLEN	ASSOCIATES	YES
SUBSTITUTE TEACHER	MARTIN, KATHLEEN	ASSOCIATES	YES

SUBSTITUTE TEACHER	MARTINO, RICHARD	BACHELORS	YES
SUBSTITUTE TEACHER	PACZYNSKI, RICHARD	BACHELORS	NO
SUBSTITUTE TEACHER	SOROKES, CLARE	ASSOCIATES	NO
SUBSTITUTE TEACHER	STROPE, CAILI	BACHELORS	YES
SUBSTITUTE TEACHER	VENTURA, ANNMARIE	BACHELORS	NO
SUBSTITUTE TEACHER AIDES			
SUBSTITUTE TEACHER AIDE	BARTLETT, GARY	N/A	YES
SUBSTITUTE TEACHER AIDE	FRATARCANGELO, PATRICIA	N/A	YES
SUBSTITUTE TEACHER AIDE	FRISINA, KARA	N/A	YES
SUBSTITUTE TEACHER AIDE	KIBBE, ELLEN	N/A	YES
SUBSTITUTE TEACHER AIDE	MARTIN, KATHLEEN	N/A	YES
SUBSTITUTE TEACHER AIDE	MCBRIDE, BRIELYN	N/A	YES
SUBSTITUTE TEACHER AIDE	PACZYNSKI, RICHARD	N/A	NO
SUBSTITUTE TEACHER AIDE	RYAN, BEVERLY	N/A	YES
SUBSTITUTE TEACHER AIDE	SMITH, KRISTIN	N/A	YES
SUBSTITUTE TEACHER AIDE	SOROKES, CLARE	N/A	NO
SUBSTITUTE TEACHER AIDE	STROPE, CAILI	N/A	YES
SUBSTITUTE TEACHER AIDE	VENTURA, ANNMARIE	N/A	NO
SUBSTITUTE FOOD SERVICE			
SUBSTITUTE FOOD SERVICE	FRATARCANGELO, PATRICIA	N/A	YES
SUBSTITUTE CLEANER			
SUBSTITUTE CLEANER	FRATARCANGELO, PATRICIA	N/A	YES

SUBSTITUTE NURSE			
SUBSTITUTE NURSE	SMITH, CINDY	REGISTERED NURSE	YES