

OFFICIAL MINUTES
GENESEE VALLEY CENTRAL SCHOOL
BOARD OF EDUCATION
AUDIT COMMITTEE MEETING & REGULAR MEETING
TUESDAY, SEPTEMBER 12, 2023 – 5:30 P.M.
MEDIA LAB ROOM #1121

The meeting was livestreamed on the school's website: www.genvalley.org

The Board of Education Audit Committee & Regular Meeting was called to order at 5:37 p.m. by Heath Gordon, President presiding.

Roll Call was taken by Deputy District Clerk:

Member Present: Heath Gordon, President, Eric Knapp, Vice-President, Tim Hand, Fred Grusendorf, Max Gilluly, Michelle Kelley, Jamie Willson

District Personnel: Brian Schmitt, Superintendent; Sara Donlon, 7-12 Principal; Paula Mighells, Erin Ostrander, Business Official / Deputy District Clerk

Staff Members: Kim Marciano (left at 6:00 p.m.), Donna Slawson,

Guest present: Dustin Isaman, auditor from Buffamante, Whipple, Buttafaro, PC (left 5:51 p.m.); Bev Evans

Pledge of Allegiance was recited

Persons to Address the Board:

- No guests scheduled

Presentations to the Board:

- Audit Review – Dustin Isaman, auditor from the auditing firm Buffamante, Whipple, Buttafaro, PC reviewed the 2022-2023 external audit with Questions & Answers after.

APPROVE MINUTES: Motion made by Eric Knapp, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the Board of Education minutes of the regular meeting dated August 8, 2023 as submitted.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

ADMINISTRATORS' REPORTS: Printed copies available for public

- **Sara Donlon:** Great start to the new school year. Homecoming will be September 29th & 30th, along with Spirit week all that week. This year the Homecoming dance will be held in Belfast. Sara discussed she would like to change the color of graduation gowns to all black, and the Board members were all agreeable to this change. On Monday, September 25th at 8:00 a.m. the State FFA Officers will be here to speak to the FFA students and preparing breakfast. The Board of Education members are invited to attend this event in the cafeteria.
- **Brian Edmister:** Meet the Teacher night was very well attended. Elementary had 90-95% parent attendance. Dinner was served in the cafeteria, then the Summer Drama Club presented *Annie Jr.* They are going to present this again the beginning of October to students & staff.

FINANCIAL REPORTS:

- **Business Office/District Treasurer's Report by Ms. Ostrander:** Discussed the motion transferring funds. Answered and questions on the external audit. The board asked for the preliminary report earlier for next year.

ACCEPT EXTERNAL INDEPENDENT AUDIT: Motion made by Tim Hand, seconded by Eric Knapp - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the Independent Audit Report from Buffamante, Whipple, Buttaforo, P.C. for the 2022-23 school year as presented.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE TREASURER'S REPORTS: Motion made by Fred Grusendorf, seconded by Jamie Willson - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the following Treasurer's Reports as submitted: Extra-Curricular Activity 7/1-7/31/23 & 8/1-8/31/2023; Payroll Account 7/1-7/31/23 & 8/1-8/31/2023; Agency Account 7/1-7/31/23 & 8/1-8/31/2023, General Fund – Community Bank, N.A. 7/1-7/31/23 & 8/1-8/31/2023; School Lunch Fund 7/1-7/31/2023 & 8/1-8/31/2023; Capital Fund (**Revised**) 6/1-6/30/23; 7/1-7/31/2023 & 8/1-8/31/2023; Special Aid Account 7/1-7/31/2023 & 8/1-8/31/2023; Scholarship Fund 7/1-7/31/2023 & 8/1-8/31/2023, Risk Retention (U.I. Reserve) 7/1-7/31/2023 & 8/1-8/31/2023.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE WARRANT REPORTS: Motion made by Michelle Kelley, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the following Accounts Payable **July Warrant Reports** - dated August 2, 2023 as submitted: Federal Fund #1, School Lunch Fund #1, General Fund #1; and **August Warrant Reports** - dated August 31, 2023 as submitted: Federal Fund #2, School Lunch Fund #2, General Fund #3.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE BOCES RENTAL AGREEMENTS: Motion made by Michelle Kelley, seconded by Fred Grusendorf - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the **BOCES Lease Agreements** for Special Education Classrooms, Distance Learning Classroom Space and Support Services for the period of July 1, 2023 – June 30, 2024.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

AWARD 2023-2024 CAPITAL PROJECT BID: Motion made by Timothy Hand, seconded by Eric Knapp - BE IT RESOLVED that the Board of Education of Genesee Valley Central School awards the following bid for the Capital Outlay Project:

- General Trades Work is awarded to **Pro Dock and Door, LLC** of North Collins, New York in the amount of \$86,592 = Base Bid \$57,792, Alt. #1 (door 100-7) \$9,600, Alt. #2 (door 100-8) \$9,600, Alt. #3 (door 100-9) \$9,600.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE REVENUE STATUS AND APPROPRIATION STATUS DETAIL REPORTS: Motion made by Jamie Willson, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the Revenue Status Report and the Appropriation Status Detail Report dated 7/1/2022 – 6/30/2023 as submitted.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE FUNDS TRANSFER: Motion made by Timothy Hand, seconded by Eric Knapp - BE IT RESOLVED that the Board of Education of Genesee Valley Central School authorizes the Superintendent to approve the following funds transfer of \$200,000 from excess fund balance to the following reserve accounts:

- \$100,000 into Transportation Reserve (A878)
- \$100,000 into Capital Improvements Reserve (A878.02)

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

ACCEPT GVCS STAND REPORT: Motion made by Max Gilluly, seconded by Michelle Kelley - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the GVCS Stand Report, as submitted.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

CONSENT AGENDA/GENERAL ACTION ITEMS:

APPROVE CONSENT AGENDA: Motion made by Max Gilluly, seconded by Eric Knapp - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the consent agenda items as follows:

1. Appoint **Stephanie Newton** as Chemical Hygiene Officer for the 2023-2024 school year.
2. Approve **Tory Rounds, Pam Winterhalter and Maureena Chamberlain** as After School Monitors for the 2023-2024 school year, pay shall be \$30/hour.
3. Approve **Karen Bliven** and **Paul Rzyrkowski** as returning substitutes to be added back to the 2023-2024 substitute list.
4. Approve the following New Substitutes: **Nathan Slawson** as substitute teacher aide, etc., fingerprint clearance on file; **Rhonda Slocum** as substitute food service, etc., fingerprint clearance on file; **Darrell Scharf** as substitute custodial, pending fingerprint clearance; **Amanda Conklin** as substitute custodial, pending fingerprint clearance; **Stacie Arnold** as substitute custodial, pending fingerprint clearance; **Betty Jo Wilson** as substitute custodial area, pending fingerprint clearance; **Jeremy Marsh** as substitute bus driver, training is complete, fingerprint clearance on file; **Angela Humphrey** as substitute teacher, clerical, nurses office, etc., pending fingerprint clearance; **Jennifer Abbott** as substitute teacher aide, clerical, food service, pending fingerprint clearance.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

PERSONNEL ACTION ITEMS:

ACCEPT RESIGNATION: Acting on the recommendation of the Superintendent – Motion made by Timothy Hand, seconded by Michelle Kelley - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the resignation of **Miranda Tawil** as Teacher Aide, effective June 30, 2023, to accept the position of Teacher Assistant ~ in the Building Trades Program, effective July 1, 2023.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

CREATE AND APPOINT TEACHER AIDE POSITION: Acting on the recommendation of the Superintendent – Motion made by Timothy Hand, seconded by Eric Knapp - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints **Chelsea Hall** as a full-time Teacher Aide effective August 28, 2023. There is a 10-month probationary period from August 28, 2023 – June 20, 2024, pay shall be per CSEA contract. (*New position*)

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

ACCEPT RESIGNATION: Acting on the recommendation of the Superintendent – Motion made by Eric Knapp, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the resignation of **Lana Giovanniello** as Elementary Teacher, effective August 9, 2023.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

ACCEPT RESIGNATION: Acting on the recommendation of the Superintendent – Motion made by Max Gilluly, seconded by Timothy Hand - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the resignation of **Rachele Preston** as Clerk Typist in the CSE Office to accept the position of Elementary Teacher (2nd Grade), effective August 27, 2023.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPOINT ELEMENTARY TEACHER: Acting on the recommendation of the Superintendent – Motion made by Fred Grusendorf, seconded by Jamie Willson - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints **Rachele Preston**, who is working on an Initial New York State Teaching Certificate in Early Childhood Education, to a full-time probationary position of Elementary Teacher effective August 28, 2023, in the Elementary tenure area. There is a probationary period of four (4) years, to commence August 28, 2023 and conclude June 30, 2027. Eligibility for tenure at the end of the probationary period is dependent on *Rachele* receiving APPR ratings of Effective or Highly Effective in 3 of the 4 preceding years and no Ineffective composite or overall rating in the final year. The salary for the 2023-24 school year shall be Step 2, benefits in accordance with the GVEA contract. (*Replaces Lana Giovannello*)
VOTE: Yes 6, No 0, Abs. 1 (Heath Gordon) Motion carried.

APPOINT TYPIST/CSE SECRETARY: Acting on the recommendation of the Superintendent – Motion made by Michelle Kelley, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School provisionally appoints **Linda Burdick** to the full-time civil service position of Typist – CSE Secretary, effective August 28, 2023, with training beginning on August 24, 2023. There is a ten-month probationary period beginning August 28, 2023 and concluding on June 27, 2024. The rate of pay shall be \$18.00 per hour, with benefits in accordance with the Confidential/Managerial Agreement. (*Replaces Rachele Preston*)
VOTE: Yes 7, No 0, Abs. 0 Motion carried

ACCEPT RESIGNATION: Acting on the recommendation of the Superintendent – Motion made by Timothy Hand, seconded by Michelle Kelley - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the resignation of **Michelle Crawford** as Teacher Assistant, effective August 31, 2023.
VOTE: Yes 7, No 0, Abs. 0 Motion carried

APPOINT TEACHER ASSISTANT: Acting on the recommendation of the Superintendent – Motion made by Max Gilluly, seconded by Timothy Hand - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints **Mackenzie Edmister**, pending receipt of Teacher Assistant Certification, to the position of Teacher Assistant, in the Teacher Assistant tenure area, effective August 28, 2023. There is a four year probationary period to commence on August 28, 2023 and conclude on June 30, 2027. The base salary for the 2023-2024 school year shall be 50% of Step 2 with benefits in accordance with the GVEA contract. (*Replaces Michelle Crawford*)
VOTE: Yes 7, No 0, Abs. 0 Motion carried

APPOINT ADVISORS FOR THE 2023-2024 SCHOOL YEAR: Acting on the recommendation of the Superintendent - Motion made by Fred Grusendorf, seconded by Eric Knapp - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints the following advisors for the 2023-2024 school year, pay per GVEA contract:

- High School Student Council Co-Advisors: **Lisa Scott-Schneider & Jennifer Turybury**

VOTE: Yes 7, No 0, Abs. 0 Motion carried

APPOINT MENTORS: Acting on the recommendation of the Superintendent - Motion made by Jamie Willson, seconded by Michelle Kelley - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints the following teacher mentors for the 2023-2024 school year, pay as per GVEA contract:

<u>Mentor</u>	<u>Mentee</u>
Nichole Bagley	Rachel Drake
Kathy Johnson	Jamie Bump
Deanna Hillman	Rachele Preston

VOTE: Yes 7, No 0, Abs. 0 Motion carried

APPOINT COACHES FOR 2023-2024 SCHOOL YEAR: Acting on the recommendation of the Superintendent - Motion made by Max Gilluly, seconded by Eric Knapp - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints the following coaches for 2023-2024 school year, pay as per GVEA contract:

- ~ Boys Varsity Basketball: *Lintz Bliven* and *Joe McCumiskey* (as co-coaches)
- ~ Boys JV Basketball: *Jason Hamer*
- ~ Modified Basketball: *Makenzie Hamer*
- ~ Modified Track and Field: *Shawn Clancy*

VOTE: Yes 7, No 0, Abs. 0 Motion carried

APPOINT AFTER SCHOOL PROGRAM AIDES: Acting on the recommendation of the Superintendent – Motion made by Eric Knapp, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints the *Michaela Edmister, Amber Edmund and Rebecca Magee* as after school program aides for the 2023-2024 school year, rate of pay shall be \$15.00 per hour.

VOTE: Yes 7, No 0, Abs. 0 Motion carried

ACCEPT RESIGNATION: Acting on the recommendation of the Superintendent – Motion made by Eric Knapp, seconded by Fred Grusendorf - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the resignation of *Pat Kozlowski* as Odyssey of the Mind Advisor for the 2023-2024 school year.

VOTE: Yes 7, No 0, Abs. 0 Motion carried

APPOINT FULL TIME CLEANER: Acting on the recommendation of the Superintendent - Motion made by Timothy Hand, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints *Caleb Webster* to the position of full time cleaner, effective September 13, 2023, fingerprint clearance on file. The rate of pay shall be as per CSEA contract.

VOTE: Yes 7, No 0, Abs. 0 Motion carried

APPOINT FULL TIME CLEANER: Acting on the recommendation of the Superintendent - Motion made by Eric Knapp, seconded by Michelle Kelley - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints *Tessalyn Zelko* to the position of full time cleaner, effective September 13, 2023, pending fingerprint clearance. The rate of pay shall be as per CSEA contract.

VOTE: Yes 7, No 0, Abs. 0 Motion carried

APPROVE LONG-TERM SUBSTITUTE TEACHER AIDE: Acting on the recommendation of the Superintendent - Motion made by Timothy Hand, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves *Carla Lunn* as a non-probationary position of Long Term Substitute Teacher Aide, effective September 5, 2023, fingerprint clearance on file. The rate of pay shall be per CSEA contract with benefits, as per Board Policy.

VOTE: Yes 6, No 0, Abs. 1 (Michelle Kelley) Motion carried

APPOINT AFTER SCHOOL PROGRAM ADVISORS: Acting on the recommendation of the Superintendent – Motion made by Timothy Hand, seconded by Michelle Kelley - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints the following After School Program Advisors for the 2023-2024 school year, rate of pay shall be \$20.00 per hour:

- ~ *Donna Slawson* – Drama Club Advisor (7-12)
- ~ *Nathan Slawson & Miranda Tawil* – Drama Club Advisors (6th Grade and under)
- ~ *Caroline Mapes* – Sewing Club Advisor

VOTE: Yes 7, No 0, Abs. 0 Motion carried

APPOINT BUS MONITOR: Acting on the recommendation of the Superintendent – Motion made by Timothy Hand, seconded by Eric Knapp - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints *David Fleming* as Bus Monitor for the 2023-2024 school year, rate of pay shall be per CSEA contract.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPOINT ROBOTICS ADVISORS: Acting on the recommendation of the Superintendent – Motion made by Eric Knapp, seconded by Michelle Kelley - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints *Carolyn Wright and John Werner* as Robotics Advisors for the 2023-2024 school year, rate of pay shall be per GVEA contract.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

INFORMATIONAL/DISCUSSION:

Upcoming Board Meetings:

- Tuesday, October 10, 2023 at 5:30 p.m. - Regular Meeting & Work Session (send topic ideas you want to discuss to Dr. Schmitt or Erin Ostrander)
- Thursday, October 26 - Saturday, October 28, 2023 - NYSSBA - School Board Convention, Buffalo, New York
- Tuesday, November 14, 2023 at 5:30 p.m. - Regular Board of Education Meeting

Informational / Discussion:

- Thank you note from the Shay Family
- BOE group picture for yearbook will be October 10th at 5:15 p.m. in the Media Lab Room
- Opening Enrollment on September 5, 2023 for Grades PK3-12: (602) District Wide = (564) Grades PK3-12 and (38) District students attending other schools or Home School
- Friday, September 29th & Saturday, September 30th - *Homecoming Weekend*
- Allegany/Cattaraugus Association of School Boards *Spring/Fall dinner meeting* is at Moonwinks, in Cuba, New York on September 28, 2023 at 5:30 p.m. Dinner served at 6:00 p.m. Please let Pam Winterhalter know before September 21st if you plan to attend
- Allegany/Cattaraugus Association of School Boards *Meet and Greet* for New Board Members and current members is scheduled for November 2, 2023 at Moonwinks in Cuba, New York. Register at 5:30 p.m. with dinner being served at 6:00 p.m. Please let Pam Winterhalter know before October 26th if you plan to attend
- Discussed Capital Project – Attorney to draft proposition for approval at the October meeting, then go to vote by the community on December 12th. The playground to be set up in the spring when concrete can be poured, and six new doors will be installed at the welcome desk area.

ADJOURNMENT: Motion made by Timothy Hand, seconded by Eric Knapp - BE IT RESOLVED that the Board of Education of Genesee Valley Central School adjourns the regular meeting at 6:36 p.m.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

Respectfully submitted:

Pamela Winterhalter,
District Clerk