

**OFFICIAL MINUTES**  
**GENESEE VALLEY CENTRAL SCHOOL**  
**BOARD OF EDUCATION REGULAR MEETING**  
**TUESDAY, DECEMBER 20, 2022 – 5:30 P.M.**  
**MEDIA CENTER ROOM #1121**

*The meeting was livestreamed on the school's website: [www.genvalley.org](http://www.genvalley.org)*

**The regular meeting was called to order at 5:31 p.m. by Tim Hand, President presiding.**

**Roll Call was taken by District Clerk:**

**Members Present:** Tim Hand, President, Heath Gordon, Vice-President, Bev Evans, Josh Shannon, Max Gilluly (in at 5:34 p.m.)

**Absent Member:** Eric Knapp, Fred Grusendorf

**District Personnel:** Brian Schmitt, Superintendent; Erin Ostrander, Business Official; Pam Winterhalter, District Clerk, Erin Ostrander, Business Official, Pam Winterhalter, District Clerk, Brian Edmister, PK-6 Principal (left at 6:24 p.m.), Sara Donlon, 7-12 Principal (left at 6:24 p.m.), Megan Retchless, Director of Special Education & CSE/CPSE Chairperson (left at 6:24 p.m.), and Paula Mighells, Dean of Students/Curriculum Coordinator (left at 6:13 p.m.)

**Staff Members:** Chris Graham (left at 6:03 p.m.), Kim Marciano (left at 6:17 p.m.)

**Guests:** Mike Saglibene (left at 6:03 p.m.), John Werner (left at 6:34 p.m.), Meredith Preston, Kyle Dougherty, Don Baker

**The Pledge of Allegiance was recited.**

**Persons to Address the Board:**

- No persons to address the Board

**Presentations to the Board:**

- Mike Saglibene from HUNT presented on the upcoming Capital Project followed by questions and answers.

**APPROVE MINUTES:** Motion made by Max Gilluly, seconded by Bev Evans - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the Board of Education minutes of the regular meeting dated November 14, 2022 as submitted.

**VOTE:** Yes 5, No 0, Abs. 0 Motion carried.

**ADMINISTRATORS' REPORTS: Printed copies available for public**

**Brian Edmister & Paula Mighells:** Explained the Heat Maps Summary – the data is used to talk about results from the 2021-22 New York State ELA and Math testing.

**Megan Retchless:** Gave an update on the new 6:1:1 classroom – behaviors have improved since moving from 12:1:1 classroom.

**Sara Donlon:** Spoke about the recent middle school activity “Late Night Great Night”. Everyone had a great time and no issues. The Scholastic Challenge team won 1<sup>st</sup> place and this hasn't happened since 2013. Mr. Rounds, School Security Officer and Mrs. Donlon recently visited the 7-12 classrooms reviewing emergency procedures and drills.

## **FINANCIAL REPORTS:**

- Business Office/District Treasurer's Report by Ms. Ostrander – Budget process has begun, working on requisitions, staffing discussions, health insurance increasing at least 10% (could go higher), and the cost of fuel is still up. Anticipating a lot of the same challenges from last year balancing the budget. Dr. Schmitt stated with balancing the budget he would like to start an account for Special Education reserves to be able to use for things that come up unexpectedly.

**APPROVE TREASURER'S REPORTS:** Motion made by Heath Gordon, seconded by Josh Shannon – BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the following Treasurer's Reports as submitted: Extra-Curricular Activity Account 11/1-11/30/2022, General Fund – Community Bank, N.A. Account 11/1-11/30/2022, School Lunch Fund 11/1-11/30/2022, Payroll Account 11/1-11/30/2022, Agency Account 11/1-11/30/2022, Scholarship Fund 11/1-11/30/2022, Risk Retention (U.I. Reserve) 11/1-11/30/22, Capital Fund 11/1-11/30/2022, Special Aid Account 11/1-11/30/2022.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**APPROVE WARRANT REPORTS:** Motion made by Bev Evans, seconded by Max Gilluly – BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the following Accounts Payable Warrant Reports - Dated December 1, 2022 as submitted: School Lunch Fund #5, Federal Fund #4, General Fund #5.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**APPROVE FUNDS TRANSFER:** Motion made by Josh Shannon, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the transfer of funds from the General Fund (A9950.90) to the Capital Fund (HC23 5031) in the amount of \$100,000 for the 2023 Capital Outlay Project.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**ADOPT RETENTION AND DISPOSITION SCHEDULE FOR NEW YORK LOCAL GOVERNMENT RECORDS (LGS-1).** Motion made by Heath Gordon, seconded by Bev Evans - BE IT RESOLVED that the Board of Education of Genesee Valley Central School adopts the following resolution:

**RESOLVED,** By the Board of Cooperative Education Services of Cattaraugus, Allegany, Erie, Wyoming BOCES that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Culture Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

**FURTHER RESOLVED,** that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

## **CONSENT AGENDA/GENERAL ACTION ITEMS:**

**APPROVE CONSENT AGENDA:** Motion made by Heath Gordon, seconded by Josh Shannon - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the consent agenda items as follows:

1. Approve *second reading/approval* of the following Board of Education Policies: #1510 Regular Board Meetings and Rules (Quorum and Parliamentary Procedure); #3220 Use of Assistance Animals; #5320 Expenditures of School District Funds; #5321 Use of the District Credit Card; #5322 Use of Personal Cell Phone; #5323 Reimbursement for Meals/Refreshments; \*\*\*#6161 Conference/Travel Expense Reimbursement; #7540 Suicide; #7552 Student Gender Identity; #8110 Curriculum Development, Resources, and Evaluation; #8330 Objection to Instructional Materials and Controversial Issues; #8340 Instructional Materials and Nonpublic School Students.  
 \*\*\***TABLED:** Policy #6161 tabled until after the next policy meeting.
2. Approve *overnight trip request* from Alva Robbins ~ Jazz Band to travel to Chicago on April 3-8, 2023 as submitted.
3. Approve the following substitutes: **Bernadette White** of Belmont as teacher aide, clerical, custodial, food service, nurse, etc. pending fingerprint clearance; **Erica Crandall** of Angelica as teacher aide, clerical, food service, etc. pending fingerprint clearance; **Daniel Hunt** of Belmont as bus driver, fingerprint clearance on file; **Connie Case** of Belmont as teacher aide, fingerprint clearance on file; **Moriah Clendenin** of Belmont as teacher aide, pending fingerprint clearance; and **Savannah Werner** of Belmont as teacher aide, pending fingerprint clearance.
4. Approve **MacKenzie Edmister** as swim scoreboard operator for the 2022-23 sports season, pay shall be per GVEA contact.
5. Approve **Jennifer Nurse** as a volunteer with the bowling team under the supervision of Karl Nurse.
6. Updated **Lifeguard list** for 2022-23 school year.
7. Approve the following After School Program workers for the 2022-23 school year:
  - ~ **Keirsten Cartwright** and **Nancy Brown** as program aides, pay shall be \$15/hour
  - ~ **Kristin Buchholtz**, **Jennifer Greene**, **Cassidy Mountain**, **Shawna Shultz** as facilitators with the Art Club, pay shall be \$20/hour
  - ~ **Pat Kozlowski** as facilitator with the Math Club, pay shall be \$20/hour
8. Approve **Aria Barnes** as a student maintenance worker under the supervision of Chris Graham, rate of pay shall be \$13.20/hour, hours to be determined.
9. Approve **CSE/CPSE Recommendations** dated December 14, 2022 as submitted.
10. Approve the following substitutes: **Madison Herdman** of Angelica as non-certified teacher, etc., pending fingerprint clearance; and **Brandon Cline** of Belmont as substitute bus driver, pending fingerprint clearance.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

### **PERSONNEL ACTION ITEMS:**

**EXTEND PROBATIONARY PERIOD:** Acting on the recommendation of the Superintendent - Motion made by Bev Evans, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves to extend the probationary period for **Brianna Bouge** as School Psychologist from June 30, 2023 to August 19, 2023 (50 days).

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**APPROVE LEAVE OF ABSENCE:** Acting on the recommendation of the Superintendent - Motion made by Max Gilluly, seconded by Heath Gordon - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves a medical leave of absence request for **Nancy George** from her position of Teacher Assistant, for the period of on or about November 16, 2022 through on or about January 3, 2023, using accumulated sick and personal days.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**APPROVE LONG-TERM SUBSTITUTE TEACHER ASSISTANT:** Acting on the recommendation of the Superintendent - Motion made by Josh Shannon, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves *Stephanie Wright* to a non-probationary position of long term teacher assistant effective November 16, 2022 through on or about January 3, 2023. The base salary for the 2022-23 school year shall be 50% of Step 1, and without benefits as per GVEA Contract. (*Coverage for Nancy George*)

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**APPROVE LONG-TERM SUBSTITUTE TEACHER AIDE:** Acting on the recommendation of the Superintendent - Motion made by Heath Gordon, seconded by Bev Evans - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves *Vanessa Manka* to a non-probationary position of long term teacher aide effective November 14, 2022 through on or about June 23, 2023. Pay shall be \$13.20/hour with benefits, as per Board Policy. (*Coverage in 2<sup>nd</sup> grade*)

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**APPROVE LEAVE OF ABSENCE:** Acting on the recommendation of the Superintendent - Motion made by Josh Shannon, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves a maternity leave of absence request for *Shawna Shultz* for the period of on or about March 6, 2023 through on or about June 23, 2023, using accumulated sick and personal days.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**APPOINT TEACHER ASSISTANT:** Acting on the recommendation of the Superintendent - Motion made by Max Gilluly, seconded by Josh Shannon - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints *Abby Marsh*, who holds a NYS Teacher Assistant Certification, to the position of Teacher Assistant, in the Teacher Assistant tenure area, effective December 21, 2022. There is a four year probationary period to commence on December 21, 2022 and conclude on December 20, 2026. The base salary for the 2022-23 school year shall be 50% of Step 1 with benefits in accordance with the GVEA contract. (*Replaces Sabrina Wesche*)

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**CREATE & APPOINT TEACHER ASSISTANT:** Acting on the recommendation of the Superintendent - Motion made by Max Gilluly, seconded by Bev Evans - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints *Heidi White*, who holds a NYS Teacher Assistant I Certification, to the position of Teacher Assistant, in the Teacher Assistant tenure area, effective January 3, 2023. There is a four year probationary period to commence on January 3, 2023 and conclude on January 2, 2027. The base salary for the 2022-23 school year shall be 50% of Step 1 with benefits in accordance with the GVEA contract. (*New position with building trades program*)

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**CREATE & APPOINT TEACHER ASSISTANT:** Acting on the recommendation of the Superintendent - Motion made by Heath Gordon, seconded by Bev Evans - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints *Meredith Preston*, to the position of Teacher Assistant in the Teacher Assistant tenure area, effective January 9, 2023. There is a four year probationary period to commence on January 9, 2023 and conclude on January 8, 2027. The base salary for the 2022-23 school year shall be 50% of Step 1 with benefits in accordance with the GVEA contract. (*New position in the library*)

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**APPOINT 2022-23 SCHOOL YEAR COORDINATOR:** Acting on the recommendation of the Superintendent – Motion made by Josh Shannon, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints *Pat Kozlowski* as Middle School Fundraiser Coordinator for the 2022-23 school year, pay as per GVEA contract.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**CREATE AND APPOINT FULL TIME SOCIAL STUDIES TEACHER:** Acting on the recommendation of the Superintendent – Motion made by Heath Gordon, seconded by Bev Evans - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves to create and appoint *Kyle Dougherty*, to the full time position of Social Studies Teacher in the Social Studies tenure area, for a probationary period of four years to commence on December 21, 2022 and conclude on December 20, 2026. Eligibility for tenure at the end of the probationary period is dependent on Kyle 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 2022-23 school year shall be Step 1 with benefits in accordance with the GVEA contract. (*New Position*).

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**ACCEPT RESIGNATION:** Acting on the recommendation of the Superintendent – Motion made by Max Gilluly, seconded by Josh Shannon - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the resignation of *Lori Olcott* as Bus Driver due to retirement effective July 1, 2023.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**ACCEPT RESIGNATION:** Acting on the recommendation of the Superintendent – Motion made by Heath Gordon, seconded by Josh Shannon - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the resignation of *Jacob Grisewood* as Applied Technology Instructor effective December 15, 2022.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**ACCEPT RESIGNATION:** Acting on the recommendation of the Superintendent – Motion made by Bev Evans, seconded by Heath Gordon - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the resignation of *Cristina Chapelle* as Bus Driver effective January 1, 2023.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**ACCEPT RESIGNATION:** Acting on the recommendation of the Superintendent – Motion made by Max Gilluly, seconded by Josh Shannon - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the resignation of *Zachary Barber* as Bus Driver effective December 6, 2022.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**APPOINT APPLIED TECHNOLOGY INSTRUCTOR:** Acting on the recommendation of the Superintendent – Motion made by Heath Gordon, seconded by Josh Shannon – BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints *John Werner*, to the position of Applied Technology Instructor in the Technology tenure area, effective January 2, 2023 for a probationary period of four years to commence on January 2, 2023 and conclude on January 1, 2027. Eligibility for tenure at the end of the probationary period is dependent on John 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 2022-23 school year shall be Step 17 with benefits in accordance with the GVEA contract. (*Replaces Jacob Grisewood*)

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**ACCEPT RESIGNATION:** Acting on the recommendation of the Superintendent – Motion made by Josh Shannon, seconded by Bev Evans - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the resignation of *Alyssa Heitman* as Hunt/Trap Team Advisor effective December 16, 2022.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

**INFORMATIONAL/DISCUSSION:**

Upcoming Board Meetings:

- Wednesday, January 4, 2023 at 4:30 p.m. – Budget, Personnel and Negotiations Committee Meeting, District Office (Fred, Heath, Eric & Erin)
- Wednesday, January 4, 2023 at 5:30 p.m. – Board Agenda Meeting, District Office (Tim, Heath & Max)
- Tuesday, January 10, 2023 at 4:00 p.m. – Policy Committee Meeting, District Office (Josh, Eric & Fred)
- Tuesday, January 10, 2023 at 5:30 p.m. – Regular Board of Education Meeting
- Tuesday, January 24, 2023 at 5:30 p.m. – Work Session Only (forward any items you want to discuss to Pam Winterhalter)
- Tuesday, February 28, 2023 at 5:30 p.m. – Regular Board of Education Meeting

Informational / Discussion:

- Review information for next Board of Education Retreat and work session (wasn't get discussed)
- Dr. Schmitt invited everyone to come celebrate the day before break on Thursday, December 22<sup>nd</sup> with the Ugly Sweater contest winner announcement and the band will be playing.

**ADJOURNMENT:** Motion made by Heath Gordon, seconded by Josh Shannon - BE IT RESOLVED that the Board of Education of Genesee Valley Central School adjourns the regular meeting at 6:39p.m.

VOTE: Yes 5, No 0, Abs. 0 Motion carried.

Respectfully submitted:

Pamela A. Winterhalter  
District Clerk