

**Reorganizational Meeting of the Board of Education
Monday, July 15, 2024
Irma Czubaj Board of Education Room, Woodrow Wilson Elementary School**

Page 3114

Pledge of Allegiance
Former Board President called meeting to order

Pledge

Roll Call: Denise McCowan
Zachary Smith
Stephanie Dombrowski
Ava-Marie Shonitsky - excused
Gary Sieczkarek
James Stachewicz

Roll Call

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

Clerk Pro-Tem

Motion Carried 5 Ayes 0 Noes 1 Absent 0 Abstain

Oath of Office given to newly elected Board Member, Jennifer L. Kregg.

Oath
Kregg

Motion by J. Stachewicz seconded by S. Dombrowski, to go into Executive Session at 6:03 p.m. for the employment history of a particular person.

Executive
Session

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by Z. Smith seconded by S. Dombrowski, to adjourn from Executive Session and resume regular order of business at 7:08 p.m.

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

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

Nominate
President
McCowan

Motion by Z. Smith seconded by S. Dombrowski, 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, 2025.

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Oath of
Office
President

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

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

Nominate
Vice
President
Smith

Motion by D. McCowan seconded by G. Sieczkarek 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, 2025.

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Oath of
Office Vice
President

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

Motion by G. Sieczkarek seconded by J. Stachewicz, that Denise Knaebe be appointed as District Clerk and Secretary to the Superintendent for the ensuing year ending June 30, 2025, at the annual salary identified in the Terms of Employment.

District
Clerk
Secretary to
the Supt.
Knaebe

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by J. Stachewicz seconded by S. Dombrowski, that Jennifer Heiler be appointed as District Treasurer for the ensuing year ending June 30, 2025, at the annual salary identified in the Terms of Employment.

District
Treasurer
Heiler

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

**Reorganizational Meeting of the Board of Education
Monday, July 15, 2024
Irma Czubaj Board of Education Room, Woodrow Wilson Elementary School**

Page 3115

Motion by G. Sieczkarek seconded by J. Stachewicz, 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 6 Ayes 0 Noes 1 Absent 0 Abstain

Oaths
District
Clerk &
Deputy
Treasurer

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.

Voting Delegate for NYSSBA Convention October 20-22, 2024:
Denise McCowan

Board
Member
Delegates

Alternate Voting Delegate for NYSSBA Convention October 20-22, 2024:
James Stachewicz

ECASB Delegate Assembly Representative: Denise McCowan

ECASB Delegate Assembly Alternate: Jennifer L. Kregg

ECASB Budget & Finance Team Representative: Stephanie Dombrowski

ECASB Budget & Finance Team Alternate: Zachary Smith

ECASB Legislative Team Representative: James Stachewicz

ECASB Legislative Team Alternate: Gary Sieczkarek

National Affiliate Advocacy Network: Gary Sieczkarek

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by S. Dombrowski seconded by Z. Smith to suspend the reading of each appointment and approve the above and following appointments for the 2024 - 2025 school year.

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 2024 – the meeting will take place on August 27, 2024
December 2024 – the meeting will take place on December 10, 2024
February 2025 – the meeting will take place on February 25, 2025
April 2025 – the meeting will take place on April 29, 2025

Meetings

Official Newspaper:

Cheektowaga-Bee

Newspaper

Purchasing Agent:

Wayne Drescher

Purchasing
Agent

**Reorganizational Meeting of the Board of Education
Monday, July 15, 2024
Irma Czubaj Board of Education Room, Woodrow Wilson Elementary School**

Page 3116

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:

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, Helena Destro, and Hannah Smith
Chairpersons

Helena Destro, School Psychologist

Hannah Smith, School Psychologist

Lisa Branecki, Kayla Small, and Cara Minervini, Speech Pathologists as
appropriate

Dr. Prise, School Physician – when requested by the parent of the child

General Education Teacher of the child

Special Education Teacher as assigned

Amy Schulz, Occupational Therapist as appropriate

Karen Durawa and Sara Paul, Physical Therapists as appropriate

Alyssa Ernst, Heidi Kildal, Jennifer Meyers, and Jessica Stiglmeier, Social
Workers as appropriate

CSE/504

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

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

Heidi Kildal, Theodore Roosevelt

Dignity Act

**Reorganizational Meeting of the Board of Education
Monday, July 15, 2024
Irma Czubaj Board of Education Room, Woodrow Wilson Elementary School**

Page 3117

LEADP (Local Education Agency Designated Person) for compliance with AHERA (Asbestos Hazard Emergency Response Act) requirements for asbestos:

AHERA

Joseph Goodrow

SMEC

School and Municipal Energy Cooperative (SMEC):

Wayne Drescher

Pesticide

School Pesticide Representative:

Joseph Goodrow

Representative

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

Appointing Officer - Civil Service

Wayne Drescher, School Business Manager

Civil Service Insurance Advisor

Insurance Advisor:

New York Insurance Reciprocal (NYSIR)

NYSIR

Representative to New York School Insurance Reciprocal (NYSIR):

Wayne Drescher, School Business Manager

Data Protection Officer:

Brian Zybala

Data Protection

Self-Funded Workers Compensation:

Wayne Drescher

Workers Comp

Supervisors of Attendance:

Building Principals

Attendance Supervisors

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by Z. Smith seconded by G. Sieczkarek that Wayne Drescher, School Business Manager be authorized to certify all payrolls during the fiscal year ending June 30, 2025.

Certify Payrolls

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

**Reorganizational Meeting of the Board of Education
Monday, July 15, 2024
Irma Czubaj Board of Education Room, Woodrow Wilson Elementary School**

Page 3118

Motion by Z. Smith seconded by S. Dombrowski 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 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by J. Stachewicz seconded by Z. Smith, 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 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by G. Sieczkarek seconded by S. Dombrowski, that the Superintendent be authorized to approve budget transfers, up to **\$10,000** for the ensuing fiscal year, ending June 30, 2025.

Approve Budget Transfers

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by Z. Smith 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.

Bond Treasurer

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by G. Sieczkarek seconded by S. Dombrowski, that the Alternate Officer designated to substitute for District Treasurer, in their absence, be bonded also.

Bond Substitute Treasurer

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by S. Dombrowski seconded by G. Sieczkarek, that this Board of Education re-adopt all of the Board of Education Policies, including the Student Code of Conduct, for the 2024-2025 school year.

Re-Adopt Policies

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by G. Sieczkarek seconded by J. Stachewicz, that all existing committees of the Board of Education be abolished.

Abolish Committees

Motion Carried 6 Ayes 0 Noes 1 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. Stachewicz to approve the new committee members as outlined above for the 2024-2025 school year.

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by G. Sieczkarek seconded by Z. Smith, to participate in the BOCES co-operative bids for 2024-2025 school year for the following items:

BOCES Bids

1. Office and art supplies
2. Technical equipment supplies
3. Technical software
4. Motor fuel (gasoline & diesel fuel)

Reorganizational Meeting of the Board of Education
Monday, July 15, 2024
Irma Czubaj Board of Education Room, Woodrow Wilson Elementary School

Page 3119

5. Waste removal & disposal
6. Co-operative supplies & equipment for asbestos inspection
7. Food service items and supplies
8. Cleaning supplies and materials

BOCES Bids
Continued

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by J. Stachewicz seconded by S. Dombrowski, to appoint Andrea L. Galenski 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.

SAVE Act
Desginee

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by G. Sieczkarek seconded by J. Kregg, 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., Brian Doyle, 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 2024- 2025 fiscal year; and

BE IT FURTHER RESOLVED THAT, Kristen Coons, Esq., Brian Doyle, 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 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by J. Stachewicz seconded by S. Dombrowski, 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 6 Ayes 0 Noes 1 Absent 0 Abstain

Motion by J. Stachewicz seconded by S. Dombrowski, to adjourn this meeting at 7:45 p.m.

Adjourn

Motion Carried 6 Ayes 0 Noes 1 Absent 0 Abstain

Respectfully submitted,



Denise Knaebe
District Clerk