ORCHARD PARK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION

Regular Meeting March 11, 2025

Middle School Auditorium
60 S. Lincoln Ave., Orchard Park, NY 14221

Board of Education
Members Present: Dr. Jennifer Rogers, President
Mr. Ryan Anderson, Vice President
Mr. Ed Draves
Mr. Ty Romanello
Mr. Tom Provost
Mrs. Karen Sreniawski
Mr. Luke Lippitt, Student Ex-Officio

Members Excused: Mr. Steven Comeau

Others Present: Mr. David Lilleck, Superintendent of Schools
Mrs. Sarah Hornung, Assistant Superintendent – Curriculum
Mr. Jeffrey Petrus, Assistant Superintendent – Business
Dr. Dean Ramirez, Assistant Superintendent – Personnel
Mrs. Cheryl Connors, District Clerk

Estimated Audience: 70

Dr. Rogers called the meeting to order at 7:01 pm.

EXECUTIVE SESSION

Executive Session

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to enter executive session at 7:01 pm to discuss the employment history of a particular person.
Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to adjourn executive session at 7:13 pm
Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

Dr. Rogers called the meeting back to order at 7:14 pm and led all present in the pledge.

ANNOUNCEMENTS & POINTS OF PRIDE

Announcements & Points of Pride

Mr. Lilleck shared the following:

- DECA students attended the DECA State Competition. Seventeen members competed and 4 qualified to compete at the DECA International Career Development Conference. Two members have even been invited to participate in the Emerging Leaders Academies at the International Conference.

- Last week, OPMS hosted its fourth annual STEAM Expo bringing together students, alumni, teachers, and community members for an evening of interactive Science, Technology, Engineering, Art, and Math activities.
- The Orchard Park High School Drama Club will present "Freaky Friday" this week. Visit our website for more information to obtain tickets.
- Last month, third, fourth, and fifth-grade students from Eggert collaborated with The Grange Outpost on a project to spread kindness in the community. All hot drinks featured artwork and messages of kindness from the students.
- The March 7 Superintendent Conference day continued our work tied to our strategic plan. He thanked Dr. Pietrantone, Mr. Grupka and Mrs. Hornung along with principals and directors, and teacher leaders for their work.
- Earlier today, he and several regional superintendents, met with Senator Patrick Gallivan to discuss funding from the state, the electric bus initiative and the proposed cell phone ban.
- Asked for a moment of silence on the recent loss of teacher Adam Kreutinger.

CONSENSUS ITEMS

Consensus Items

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:
RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby approves the following consensus items:
Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

MINUTES

Consensus Minutes

- February 11, 2025

FINANCIAL

Consensus Financials (attachments #1)

- Treasurer's Report – January 2025, Revenue Budget Detail – January 2025, Appropriations Report - February 2025 and Warrant Report – February 2025 (attached)

PERSONNEL

Consensus Personnel

Personnel Considerations – Teachers and Administrators

Appointments - Probationary and Regular Substitute

Name	Title	Cert Area / Status	Tenure Area	Initial Location	Type / Effective Date	Salary
Beato, Kevin	Special Ed - Social Studies Teacher	Social Studies/Initial	Social Studies	High School	Part Year Reg Sub 3/19/25-6/11/25 LOA Specht	1 M (60) prorated
Habermehl, Kelsey	Medical Director	RPN	RPN	District Office	*Probationary 5/01/25-4/30/26	$100,000 - prorated
Kruszka, Kelly	Special Ed Teacher	Students with Disabilities Gr 1-6 / Initial	Special Ed	EL	Part Year Reg Sub 2/25/25-6/30/25 LOA - Miecyjak	1 B - prorated end date amended
Reinlander, Connor	Physical Education Teacher	Physical Education / Initial	Phys Ed	WE	Full Year Reg Sub 8/28/24-6/30/25 LOA - B Prusak	1 B (20) prorated ending date amended

* This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Appointments – Mentors (Teachers and Administrators)

Name	Title / Activity	Effective Dates	Employee Group	Salary / Stipend
Hartney, Jocelyn (0.4)	Mentor for Kelly Kruszka (EL)	2024/25	OPTA	$525
Waack, James	Mentor for Connor Reinlander (WE)	2024/25	OPTA	$1312 amend to full year

Appointments – Extra Class Activity Advisors (Teachers and Others)

Name	Title / Activity	Effective Dates	Employee Group	Stipend
Calder, Erin	Costume Designer for Drama & Musical (HS)	2024/25	OPTA	$1,509.00 Group IV/Step 3

Appointments – Community Education (Teachers and Others)

Name	Title / Activity	Effective Dates	Employee Group	Salary / Stipend
DeWald, Evan	5-Hour Pre-Licensing Course	Spring 2025	OPTA	$40/hour
Jay, Lynn	Watercolor Painting	Spring 2025	Community Member	$25/hour
Manka, Jill	Cheer Spring Training	Spring 2025	Community Member	$35/hour
Schugardt, Lauren	Cheer Spring Training	Spring 2025	Community Member	$35/hour
DeWald, Evan	Driver Education	Spring 2025	OPTA	$40/hour
Bella, Joseph	Driver Education	Spring 2025	OPTA	$40/hour

Appointments – Per Diem Substitutes (Teachers and Others)

Name	Title / Activity	Effective Dates	Certification
Shepard, Miranda	Substitute Teacher	3/3/25-6/30/25	Uncertified
Shipkosky, Jade	Substitute Teacher	3/4/25-6/30/25	Certified
Holliman, Timone	Substitute Teacher	3/4/25-6/30/25	Uncertified
Quagliana, Grace	Substitute Teacher	3/11/25-6/30/25	Uncertified

Appointments – Coaching (Teachers and Others)

Name	Title / Activity	Effective Dates	Employee Group	Step / Stipend
Weber, Megan	Softball - Modified Girls	Spring 2025	OPTA	RESCIND

Leaves of Absence – (Teachers and Administrators)

Name	Position	Effective Dates	Comment
Yoshida, Holly	Special Education (MS)	2025/2026	Unpaid LOA

Contractual and Other (Teachers and Administrators)

- Creation of 1.0 FTE Medical Director under the OPCOA contract effective 5/1/2025.
- Extend the probationary period for Abigail Maiorana from 8/30/2027 to 10/29/27 due to unpaid LOA

Personnel Considerations – Support Staff

Appointments (Support Staff)

Name	Position (Initial Location)	Type of Appointment	Effective Date	Compensation (Initial Schedule)
Roberts, Nicole	Part-time 10-month Teacher Aide (WE)	Probationary	2/24/2025	$16.69/hour Salary M Schedule
Myles-Kitchen, Nathan	Full-time 10-month Building Guard (HS)	Probationary	3/10/25	$21.78/hour Salary M Schedule
Shaver, Diane	Part-time 10-month Bus Attendant (BG)	Permanent	3/31/25	$24.68/hour Salary A Schedule
Brege, Tracy	Full-time 12-month Senior Clerk Typist (SE)	Permanent	2/14/2025	$24.16/hour Salary D Schedule
Collins, Abigail	Full-time 12-month Senior Clerk Typist (HS)	Permanent	2/14/2025	$19.48/hour Salary L Schedule
Baker, Savannah	Full-time 12-month Senior Clerk Typist (BG)	Permanent	2/14/2025	$20.04/hour Salary K Schedule
Pratt, Karen	Full-time 12-month Senior Clerk Typist (SE)	Provisional	2/142025	$24.16/hour Salary D Schedule
Hallman, Michael	Full-time 10 month Cleaner (B&GR)	Probationary	3/10/25	$18.66/hour Salary I Schedule
Hogate, Patricia	Part-time 10-month Bus Driver (BG)	Probationary	3/10/25	$26.33/hour Salary M Schedule
Goddard, Cynthia	Part-time 10-month Bus Attendant (BG)	Probationary	3/10/25	$16.03/hour Salary M Schedule

Appointments (Support Staff Substitutes)

Name	Title Activity	Effective Dates	Civil Service Title
Sudyn, Joel	Support Staff Substitute	03/02/2025-6/30/2025	School Monitor

Appointments – Leaves of Absence (Support Staff)

Name	Title Activity	Effective Dates	Comment
Pratt, Karen	Part-time 10-month Teacher Aide	9/11/24-6/30/26 (extension)	Leave of absence

Appointments – Mentors (Support Staff)

Name	Title / Activity	Effective Dates	Employee Group	Salary / Stipend
Brady, Ryan	Mentor to Part-time 10 month Cleaner Joel Sudyn (MS)	2/24/25-8/24/25	OPSRPA	$250
Brady, Ryan	Mentor to Full-time 10 month Cleaner William Bartels (MS)	2/10/25-8/10/25	OPSRPA	$250
Auricchio, Robin	Mentor to Part-time 10 month Teacher Aide Nicole Roberts (WE)	2/24/25-2/23/26	OPSRPA	$500
Feneziani, Paula	Mentor to Part-time 10 month Teacher Aide Mallory Howard (SD)	3/5/25-1/6/26	OPSRPA	$400
Smith, Jeanette	Mentor to Part-time 10 month School Monitor Melody Nardone (MS)	8/28/24-2/14/25 (amend dates)	OPSRPA	$275 (amend stipend)
Myers, Linda	Mentor to Part-time 10 month School Monitor Joel Sudyn (WE)	10/15/24-2/28/25 (amend dates)	OPSRPA	$200 (amend stipend)
Blazick, Julie	Mentor to Part-time 10 month Teacher Aide Mallory Howard (SD)	1/7/25-3/4/25 (amend dates)	OPSRPA	$100 (amend stipend)

Resignations and Retirements (Support Staff)

Name	Position	Effective Dates	Comment
Rogers, Tina	Part-time 10-month Bus Driver (BG)	3/2/2025	Resignation
Nardone, Melody	Part-time 10-month School Monitor (MS)	2/23/2025	Resignation
Shaver, Diane	Full-time 12-month Clerk Typist - BG	3/29/2025	Retirement 38 years of service
Brege, Tracy	Part-time 10-month Teacher Aide (WE)	2/14/2025	Resignation contingent on appointment to Full-time 12 month Senior Clerk Typist. See Item No. 3.5.B.1.4
Collins, Abigail	Part-time 10-month Teacher Aide (MS)	2/14/2025	Resignation contingent on appointment to Full-time 12 month Senior Clerk Typist. See Item No. 3.5.B.1.5
Baker, Savannah	Part-time 10-month Clerk Typist (EG)	2/14/2025	Resignation contingent on appointment to to Full-time 12 month Senior Clerk Typist. See Item No. 3.5.B.1.6
Calabro-Zwolinski, Talia	Full-time 10-month Cleaner (EG)	2/25/2025	Abandonment
Piniewski, Jordan	Full-time 12-month Auto Mechanic (BG)	3/14/2025	Resignation
Sudyn, Joel	Part-time 10 month School Monitor (WE)	3/1/2025	Resignation
Collins, Abigail	Full-time 12 month Senior Clerk Typist (HS)	3/21/2025	Resignation

SPECIAL EDUCATION

Special Education (attachment #2)

- Recommendation by the Committee on Special Education for **Annual Reviews** of **Eight-Two (82)** Resident Children
- Recommendation by the Committee on Special Education for **Re-Evaluation** of **Twenty-Seven (27)** Resident Children
- Recommendation by the Committee on Special Education for the **Initial Educational Placement** of **Two (2)** Resident Children
- Recommendation by the Committee on Special Education for **Amendments** of **Fourteen (14)** Resident Children
- Recommendation by the Committee on Special Education for **Declassification** of **Five (5)** Resident Children
- Recommendation by the 504 Committee for the **Accommodation Plan** of **Eleven (11)** Resident Children
- Recommendation by the Committee on **Preschool Special Education for the Preschool** Annual Review of **Eleven (11)** Resident Children
- Recommendation by the Committee on Preschool Special Education for the **Preschool Initial Educational Placement** of **Five (5)** Resident Children
- Recommendation by the Committee on Preschool Special Education for the **Preschool Amendments** of **Eight (8)** Resident Children
- Recommendation by the Committee on Preschool Special Education for the **Preschool Declassification** of **One (1)** Resident Child

COMMENTS ON CONSENSUS, REPORTS & PRSENTATIONS

Comments/Discussion on Consensus and/or Consideration of Items Withdrawn from Consensus and Reports

- Dr. Ramirez - Congratulated Diane Shaver, senior clerk typist, on her retirement from the district after 38 years of service and he and Mr. Lilleck welcomed Kelsey Habermehl, RPN/medical director to the district.
- **Reports** – Mr. Lippitt, student ex-officio member, reported on STAP-Comm. He shared that the Erie County Student Leadership Summit was a great experience, and he thanked the teachers, librarians and Mr. Park for their assistance. The Spring Fling dance will be held on April 5. He stated that the committee is working on a new fundraising initiative and working with the Family Solutions Center for the initiative, and they are working on the March Madness fundraising for Special Olympics. Mrs. Hornung reported on the District Technology Committee who heard a presentation from Erie 1 BOCES on artificial intelligence.
- **Presentation: 2025-26 Recommended School Operating Budget** - Mr. Lilleck presented information on the recommended district comprehensive Pre-K -12 grade program operating budget. The goals for the budget are to align with our Strategic Plan, Board goals, support current programs, and remain within the tax cap levy requirements. The State proposed budget has a current estimate for Orchard Park to receive a 2% increase to foundation aid, which is about $440,000. Mr. Lilleck shared that the administrative team was able to close the large budget gap of $2,7000,000 to be under the tax cap levy requirements. He shared that the tax cap levy for this year would be 6.26% but at the last Board meeting the Board requested that Mr. Lilleck reduce that amount. The current recommendation is 4.6% with a budget-to-budget increase of 2.07%. Reductions in the budget include six teaching positions, one librarian (high school), seven teaching assistants, two teacher aides and one district office clerical position.

Discussion

- **2025-26 District Operating Budget** – The Board asked several questions about the budget including making sure that and reductions will not change the current class size guidelines – Mr. Lilleck assured the Board that the class size guidelines will not change. The Board asked about the reduction in health insurance cost and if Mr. Lilleck is confident in that number, he stated he was. The Board also asked about the likelihood of the 2027 start date for the change in bus purchases – Mr. Lilleck shared that many groups are advocating for that date to change.
- **2025-26 School Calendar** – Mr. Lilleck shared that a meeting was held with representatives from all of the district's bargaining units to discuss and plan the 2025-26 academic school calendar. The first day for teachers will be August 27, 2025 and the first day for students will be Wednesday, September 3, 2025.
- **Cancellation of March 25, 2025 Board of Education Meeting** – Mr. Lilleck shared that when the Board meeting calendar was adopted during the organizational meeting, March 25 was schedule as an "if needed" meeting. The Board discussed cancelling the meeting.
- **Donation from the Foundation for Academic Excellence of Kindergarten Readiness Toolkits** – Mr. Petrus shared that The Foundation for Academic Excellence would like to make a donation of $5,161.55. The donation will be used to purchase materials and supplies to create Kindergarten Readiness Toolkits for each incoming Kindergarten student in the 2025-26 school year. The toolkits will consist of materials, activity ideas, and resources that promote fine motor skills, gross motor skills, and speech development.
- **Auctions Internal Bid Awards** – Mr. Petrus stated the transportation and buildings & grounds departments put several items up for auction through Auctions International. These items were declared as surplus at previous board meetings. The total bid award is $53,270.
- **Obsolete Middle School Textbooks** – Mr. Petrus shared the middle school would like to declare 44 ELA textbooks as obsolete as they are no longer used.
- **Surplus/Obsolete Technology and Sale of Items** – Mr. Petrus shared that the technology department would like to declare and iPad as surplus/obsolete. One of our employees will be purchasing an iPad at its fair market value ($75). This item is no longer being used by the district.
- **Rules for Use of Voting Machines** – Mrs. Connors stated that the Rules for the Use of Voting Machines were written and approved by district legal counsel to make sure they complied with any changes/updates in the law.
- **Annual Legal Notice for May 20, 2025 Vote/Election** – Mr. Petrus stated that the notice is for the School District Public Hearing and for the upcoming May 20, 2025 vote and election.
- **2024 External Audit Corrective Action Plan** – Mr. Petrus shared that the Corrective Action Plan for the Management Letter & Single Audit items, responds to the findings from the 2024 External Audit Management Letter & Single Audit Report. No material weaknesses were found.
- **UPK Recommendations for the 2025-26 School Year** – Mr. Lilleck shad that the district anticipates the UPK grant funding will remain level with the funding we currently receive for the UPK program. We plan to continue the in-district program with nine pre-k classrooms across the district and continue to partner with Community-Based Organizations.
- **First Read of Changes to Policy 5685 Use of Surveillance Cameras in the School District** – Mr. Lilleck shared that the policy committee reviewed suggested changes to this policy during their February meeting. The changes are necessary due to suggestions by the District Safety Committee regarding audio recordings

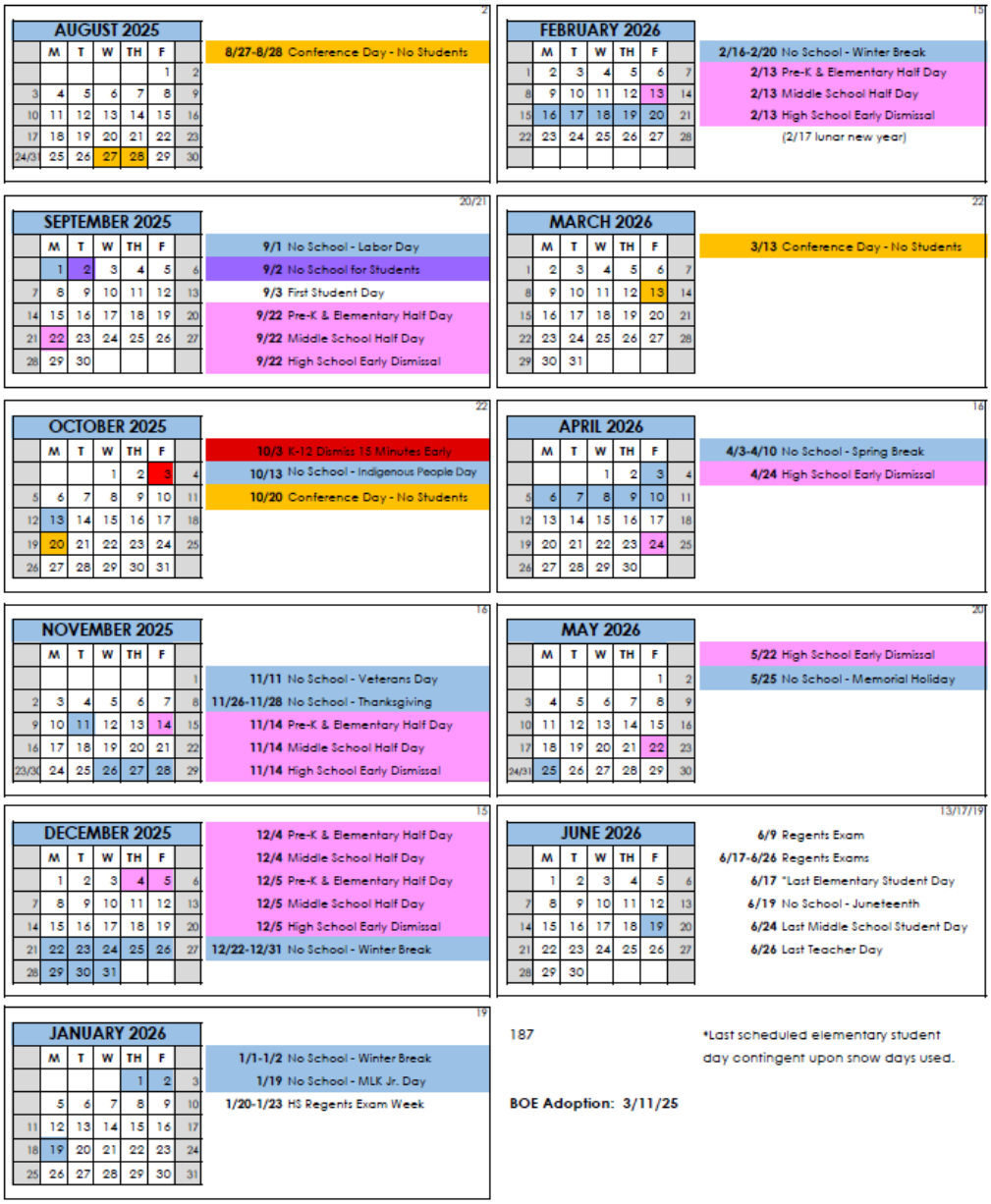
ACTION

ADOPTION OF THE 2025-26 SCHOOL CALENDAR

ACTION

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby adopts the 2025-26 School Calendar as follows:



Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

CANCELLATION OF THE MARCH 25 BOE MEETING

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby cancels the March 25, 2025 Board of Education Meeting.

Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

ACCEPTANCE OF DONATION FROM OPFAE

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:
RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby accepts the donation of $5,161.55 from the Foundation for Academic Excellence for the purchase of kindergarten readiness toolkits.
Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

APPROVAL OF BID AWARDS

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:
RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby approves the following bid awards.

Lot ID	Lot #	Title	Category	Quantity	Make	Model	Year	VIN/SN	Fleet #	Body Style
256216	10	(4) LT265/70R17 Firestone Transforce AT Tires	Tires	1						
256225	19	Aluminum 4 Drawer Tool Cabinet	Shelving, Racking & Cabinets	1						
256224	18	Rockwell 15-665 Drill Press	Power Tools & Hand tools	1						
256223	17	Peck Stow and Wilcox Sheet Metal Roller	Material Handling Equipment & Supplies	1						
256221	15	Brent Manual Clay Press	Material Handling Equipment & Supplies	1						
256220	14	Toro Z Mower	Landscaping Equipment & Supplies	1						
256219	13	Small Engine Equipment	Automotive Equipment & Parts	1						
256218	12	Ford and Chevy Parts	Automotive Equipment & Parts	1						
256217	11	(4) 275/70R18 Michelin LTX A/T Tires	Tires	1						
256207	1	2014 International CE School Bus	Buses	1	International	CE	2014	4DRBUSHN2EB785484	343	School Bus
256215	9	Shop Items	Automotive Equipment & Parts	1						
256214	8	Smith Salter Body	Snow Maintenance Equipment	1						
256213	7	2010 Dodge SE Grand Caravan	Vans	1	Dodge	SE	2010	2D4RN4DE7AR405384	160	Grand Caravan
256212	5	2004 Ford F250 Pickup Truck with Plow	Pickup Trucks	1	Ford	F250	2004	1FTNF21LX4EC78390	431	Pickup Truck with Plow
256211	6	2011 Chevy Express G4500 Mini Bus	Buses	1	Chevy	Express G4500	2011	1GB6G5BG9B1164488	473	Mini Bus
256210	4	2017 Chevy Express G4500 Mini School Bus	Buses	1	Chevy	Express G4500	2017	1HA6GUBG7HN006430	192	Mini School Bus
256209	3	2015 Chevy Express G3500 Mini School Bus	Buses	1	Chevy	Express G3500	2015	1GB3G2BG4F1242568	183	Mini School Bus
256208	2	2014 International CE School Bus	Buses	1	International	CE	2014	4DRBUSHN9EB785482	341	School Bus

Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

DECLARATION OF TEXTBOOKS AS OBSOLETE

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:
RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby declares the middle school textbooks as presented as obsolete.

SCHOOL	SUBJECT	BOOK TITLE	AUTHOR/COMPANY	ISBN NUMBER	YEAR	QTY
MS	ELA	Grammar and Composition Handbook	Glencoe McGraw-Hill	0-07-825114-1	2002	44

Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

DECLARATION OF TECHNOLOGY AS SURPLUS/ OBSOLETE AND APPROVAL OF SALE

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:
RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby declares the technology as listed as surplus/obsolete and approves the sale of item as follows: iPad (6th Generation), Sold To: Melissa Vecere, for $75.00, Manufacturer: Apple, Model No: 6th generation, original PO#1902715, Barcode ID 3OPDO002I3387R, purchase date: 4/12/19, Serial No. GG7Y947IJF8J.
Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

ADOPTION OF RULES FOR USE OF VOTING MACHINES

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:
RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby adopts the following rules for use of voting machines for the May 21, 2025 vote/election:

NOTICE ORCHARD PARK CENTRAL SCHOOL DISTRICT
Rules For Use of Optical Scan Voting Machines and the Submission of Questions or Propositions to be Placed Thereon

NOTICE IS HEREBY GIVEN THAT AT A MEETING OF THE BOARD OF EDUCATION OF THE ORCHARD PARK CENTRAL SCHOOL DISTRICT THE FOLLOWING RULES WERE ADOPTED:

RULES FOR USE OF OPTICAL SCAN VOTING MACHINES AND THE SUBMISSION OF QUESTIONS OR PROPOSITIONS TO BE PLACED THEREON:

The form of ballot and the voting procedure shall conform substantially with the operational requirements of the optical scan voting machines to be used by the District, and with any requirements prescribed by the Election Law of the State of New York for use of optical scan voting machines applicable to school districts.

The optical scan voting machines shall be those owned by the District, but if the District's machines are not available, optical scan voting machines may be obtained from some other source satisfactory to the Board of Education.

For each optical scan voting machine used, two (2) qualified voters of the District shall be appointed by the Board of Education to act as Election Inspectors.

The Board of Education shall pay all expenses necessary or incidental to the use or rental, as the case may be, of optical scan voting machines, including but not limited to the operation, calibration, maintenance and securing thereof and the training of the Election Inspectors in the use thereof.

Immediately before any optical scan voting machine is used at meetings, elections or votes, annual, special or however otherwise denominated or designated, the Election Inspectors shall examine and calibrate it and see that the machine is, in all respects, in proper condition for use. The Election Inspectors shall also ensure that the configuration of the voting area provides for voter privacy.

Each optical scan voting machine shall remain locked against voting, and the paper ballots cast through the optical scan voting machine shall be secured and retained, for the period of thirty days following the meeting, election or vote at which same has been used and as much longer as may be necessary or advisable because of existing or threatened contest over the result of the meeting, election or vote, except as otherwise provided by the Education Law of the State of New York.

Any proposition to be voted upon, when presented other than by the Board of Education,, must be set forth in such manner as to conform to the requirements of the Education Law of the State of New York, and must be presented in a petition bearing the signatures of twenty-five (25) qualified voters, or 5% of the number of qualified voters voting in the previous annual vote - whichever is greater, of the School District (except where the number of signatures is specified in said Education Law in which case the provisions of the Education Law shall apply) and filed with the Board of Education not less than sixty (60) days before the meeting, election or vote, unless otherwise prescribed by law.

Any question or proposition to be presented by the Board of Education must be set forth in a resolution adopted at a meeting of the Board not less than fourteen (14) days prior to the meeting, election or vote, except as to a question or proposition required by law to be stated in the published notice of the meeting, election or vote, in which event such resolution must be adopted at a meeting of the Board not less than fifty (50) days before the meeting, election or vote, except that the fifty (50) day time limitation shall not apply to a special meetings called under the provisions of Section 2007 subdivision 3, paragraph a. of the Education Law of the State of New York.

In the event that any question or proposition to be voted upon is too lengthy to be placed upon the ballot to be used in conjunction with the optical scan voting machines, an abstract of such question or proposition shall be placed thereon in such form as may be prescribed by the Board of Education of the District, concisely stating the purpose and effect and setting forth and indicating generally and briefly the subject matter of the question or proposition. Wherever the question is excessively lengthy as above described, a sufficient number of copies thereof shall be available at the voting place in order that each voter may be furnished with a copy thereof before voting.

Where circumstances require that the form of ballot, type or ballot label be different from that prescribed by the Election Law of the State of New York, the form of ballot, type or ballot label shall conform to that required by such circumstances.

Except as may otherwise be required by law, the Erie County Board of Elections shall have no jurisdiction with regard to the use of optical scan voting machines in connection with any school district meeting, election or vote.

Except as may be otherwise required by law, the District Clerk shall have sole discretion in determining when optical scan voting machines shall be used. Paper ballots may be used if so determined by the District Clerk, including under circumstances where optical scan voting machines are unavailable or not operational, in which case the use of paper ballots shall be consistent with applicable legal requirements, as well as consistent with these Rules to the extent practicable as determined by the District Clerk.

Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

ADOPTION OF LEGAL NOTICE FOR MAY 20, 2025 VOTE/ELECTION

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby adopts the following legal notice: NOTICE IS HEREBY GIVEN, that the Annual School District Vote (the "Annual Vote") of the Orchard Park Central School District, Erie County, New York (the "District") will be held on Tuesday, May 20, 2025 from 7:00 o'clock a.m. to 9:00 o'clock p.m. in the Orchard Park High School, 4040 Baker Road, Orchard Park, New York, for the purposes of (i) electing two (2) members of the Board of Education of the District (the "Board"), (ii) voting on the budget of the District for the 2025-26 fiscal year, (iii) voting on two other propositions, and (iv) transacting such other business as may be authorized by law. TAKE FURTHER NOTICE, that a public hearing for the voters of the District on the District's proposed 2025-26 budget and expenditure of funds will be held on May 6, 2025, at 7:00 o'clock p.m. at the Orchard Park Middle School, 60 South Lincoln Avenue, Orchard Park, New York. TAKE FURTHER NOTICE, that the election for members of the Board shall be held to fill two (2) at-large positions on the Board resulting from the expiration, on June 30, 2025, of the terms of Mr. Ryan Anderson and Mr. Tom Provost. The candidates receiving the two highest vote totals shall each be elected to three-year terms commencing July 1, 2025 and ending June 30, 2028. TAKE FURTHER NOTICE, that all candidates for the office of members of the Board shall be nominated by petition. Each petition shall be directed to the District Clerk, shall be signed by at least twenty-five (25) qualified voters of the District or two percent of voters who voted in the preceding Annual Vote, whichever is greater, shall state the name and residence of the candidate, and shall state the residence of each signer. Each petition must be filed in the office of the District Clerk between the hours of 9:00 o'clock a.m. and 5:00 o'clock p.m. not later than April 21, 2025. Petition forms may be obtained from the District Clerk in the District Office at 2240 Southwestern Blvd., West Seneca, NY 14224, between the hours of 8:00 a.m. and 4:00 p.m., except for Saturdays, Sundays, and holidays. TAKE FURTHER NOTICE, that voting at the Annual Vote shall consist of the Board election, voting on the following propositions, and voting on any other propositions as may be authorized by law and the rules of the Board to be voted on at such time:

PROPOSITION NO. 1 (2025-26 BUDGET)

Shall the following resolution be adopted?

RESOLVED, that the basic budget for the Orchard Park Central School District (the "District") for the fiscal year commencing July 1, 2025 and ending June 30, 2026, as presented by the Board of Education, is hereby approved and adopted, and the required funds therefor are hereby appropriated and the necessary real property taxes required shall be raised by a tax on the taxable property in the District to be levied and collected as required by law.

PROPOSITION NO. 2 (PURCHASE AND FINANCING OF BUSES, RELATED EQUIPMENT AND SUPPLIES)

Shall the following resolution be adopted?

RESOLVED, that the Board of Education (the "Board") of the Orchard Park Central School District (the "District") is hereby authorized to purchase school buses (and related equipment and supplies) for use in the transportation program of the District, including: five (5) seventy-seven (77)-passenger school buses at an estimated maximum cost of $195,000 each; and one (1) seventy-seven (77)-passenger school buses at an estimated maximum cost of $210,000; that the sum of $1,185,000 (which includes certain up-front financing costs and is the total of the aforesaid estimated maximum costs), plus an amount for interest thereon, shall be funded by the imposition of a tax which is hereby authorized to be levied and collected in installments in such years and in such amounts as shall be determined by the

Board and, in anticipation of such tax, (a) bonds or other obligations of the District are hereby authorized to be issued in an aggregate principal amount not to exceed $1,185,000 and (b) the District shall be authorized to enter into lease or lease/purchase arrangements in an aggregate principal amount not to exceed $1,185,000 if approved by the Board in accordance with applicable statutes and regulations; and New York State Transportation Aid funds expected to be received by the District are anticipated to offset a substantial part of the cost of the buses hereby authorized, and such funds shall, to the extent received, be applied to offset and reduce the amount of taxes herein authorized to be levied.

TAKE FURTHER NOTICE, that the Board will have prepared and completed a detailed statement in writing of the amount of money which will be required during the District's 2025-2026 fiscal year for school purposes, specifying the several purposes and the amount for each. The amount for each purpose estimated as necessary for payments to the boards of cooperative educational services shall be shown in full, with no deduction of estimated state aid. The amount of state aid provided and its percentage relationship to the total expenditures shall also be shown. Such statement shall be completed at least seven (7) days before the budget hearing, at which it is to be presented, and copies thereof shall be prepared and made available upon request, to District residents during the period of seven (7) days before the budget hearing and/or fourteen (14) days immediately preceding the Annual Vote, and may be obtained by any District resident at each schoolhouse in the District, and in the District Office, between the hours of 9:00 a.m. to 4:30 p.m., during the fourteen (14) days immediately preceding, and on the day of, the Annual Vote, except on Saturdays, Sundays and holidays. TAKE FURTHER NOTICE, that optical scan voting machines will be used to record the votes on the Board election, the budget, and the other propositions presented, pursuant to the District's Rules for the Use of Voting Machines and the Submission of Questions or Propositions to be Placed Thereon. Printed copies of the Rules are available at the office of the District Clerk located in the District Office, 2240 Southwestern Blvd., West Seneca, New York.

TAKE FURTHER NOTICE, that applications for absentee ballots for the Annual Vote will be available at the office of the District Clerk. Completed applications must be received by the District Clerk no later than seven (7) days before the Annual Vote if the ballot is to be mailed to the voter, or no later than the day before the Annual Vote if the ballot is to be issued personally to the voter. Absentee ballots must be received by the District Clerk no later than 5:00 p.m. on May 20, 2025. A list of all persons to whom absentee ballots shall have been issued will be available in the office of the District Clerk on each of the five (5) business days prior to the Annual Vote. TAKE FURTHER NOTICE, that applications for early mail ballots will be available at the office of the District Clerk and can be requested either in person or by letter. A letter request for an early mail ballot must be received by the office of the District Clerk no earlier than thirty (30) days before the Annual Vote, and no later than seven (7) days before the Annual Vote. A voter requesting an early mail ballot by letter will be sent both an application form and a ballot. The completed application form and properly marked ballot must be received by the office of the District Clerk not later than 5:00 p.m. on the day of the Annual Vote. An early mail ballot from a voter who requested it by letter will not the counted unless the completed application is returned with the ballot. All completed early mail ballots, whether requested in person or by mail, must be received in the office of the District Clerk by 5:00 p.m. on the day of the Annual Vote, to be canvassed and counted. A list of all persons to whom early mail ballots have been issued will be available for public inspection in the office of the District Clerk during regular office hours until the day of the Annual Vote. TAKE FURTHER NOTICE, that military voters who are qualified voters of the District may apply for a military ballot by requesting an application from the District Clerk by mail to 2240 Southwestern Blvd., West Seneca, New York or by email to: cconnors@opschools.org. For a military voter to be issued a military ballot, the District Clerk must have received a valid ballot application no later than 5:00 p.m. on April 24, 2025. In a request for a military ballot application or ballot, the military voter may indicate their preference for receiving the application or ballot by mail, facsimile transmission or electronic mail. Irrespective of the preferred method of transmission designated by a military voter, a military voter's original military ballot application and military ballot must be returned by mail or in person to the office of the District Clerk at 2240 Southwestern Blvd., West Seneca, New York, and received no later than 5:00 p.m. on Tuesday, May 20, 2025, to be canvassed and counted.

By Order of the Board of Education Orchard Park Central School District

Dated: March 11, 2025 Cheryl A. Connors, District Clerk

Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello

No – n/a

Motion Unanimously Carried 6-0

APPROVAL OF CORRECTIVE ACTION PLAN

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby approves the following 2024 External Audit and Single Audit Corrective Action Plans:

Orchard Park Central School District
Corrective Action Plan – Auditors' Findings and Evaluation
June 30, 2024

Contact Person: Jeffrey R. Petrus, Assistant Superintendent for Business
Phone: (716) 209-6209 E-mail: jpetrus@opschools.org

Management Letter - Auditors' Findings and Evaluation	Responsible Person Date to be Completed	Corrective Action Planned
Use of Time Clocks	Asst. Supt for Business (Jeffrey Petrus)/Asst. Supt for HR (Dean Ramirez) Prior to September 1, 2025	The District is implementing an electronic time clock system to record time/out and attendance for hourly employees that interfaces with our nVision financial software system. Now that we've switched to Red Rover for employee attendance management, we are also going to use their time clock software that would integrate with nVision.
Debt Reserve Spenddown	Asst. Supt for Business (Jeffrey Petrus) June 30, 2024 (ongoing)	As per the recommendation, the District will use all of the Tax Reduction Reserve in the 2024-25 fiscal year and the Debt Reserve funds will be used in future budget planning over the next few years.
Bank Reconciliation Review	Asst. Supt for Business (Jeffrey Petrus) June 30, 2024 (ongoing)	The bank reconciliation duties are now part of the new Assistant Accountant position responsibilities in the Business Office.
Extraclassroom Activities	Asst. Supt for Business (Jeffrey Petrus)/Student Activities Central Treasurer (Jody Schwarz) Prior to September 1, 2025	As per the recommendation, the Assistant Superintendent for Business will work with the Student Activities Central Treasurer to make sure all taxable activities are properly reported in the monthly Sales Tax Submission Form.
Future Reporting Requirements	Asst. Supt for Business (Jeffrey Petrus)	No corrective action required.
Section II. Single Audit Financial Statement Findings	**Responsible Person Date to be Completed**	**Corrective Action Planned**
No Findings Noted	N/A	N/A
Section III. Single Audit Federal Award Findings	**Responsible Person Date to be Completed**	**Corrective Action Planned**
No Findings Noted	N/A	N/A

Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

APPROVAL OF UPK REC.'S FOR THE 2025-26 SCHOOL YEAR

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:
RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby approves the UPK recommendations for the 2025-26 school year as follows:

FULL DAY RECOMMENDATIONS FOR UPK **Provider**	**# of slots Recommended For the 2025-2026 School Year**
BrightPath Child Care, 3943 North Buffalo Road Orchard Park, NY 14127 (716) 662-5982	**16 (1 class)**
Eggert Elementary, Orchard Park CSD	**54 (3 classes)**
Ellicott Elementary, Orchard Park CSD	**54 (3 classes)**
Smarty Pants Childcare, 3940 California Road Orchard Park, NY 14127 (716) 662-1099	**18 (1 class)**
South Davis Elementary, Orchard Park CSD	**18 (1 class)**
Southtowns YMCA, 1620 Southwestern Boulevard West Seneca, NY 14224 (716) 674-9622	**36 (2 classes)**
Wee Can Preschool, 40 Centre Drive, Suite #1, Orchard Park, NY 14127 (716) 667-2294	**12 (2 classes)**
Windom Elementary, Orchard Park CSD	**36 (2 classes)**
TOTAL	**244**

Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

Public Comment / Correspondence- None

ADJOURNMENT

Adjournment
Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to adjourn at 8:06 pm.
Yes – Rogers, Anderson, Sreniawski, Provost, Draves and Romanello
No – n/a
Motion Unanimously Carried 6-0

Respectfully submitted,

Cheryl A. Connors
District Clerk

Minute Attachments
1. Financials
2. Special Education

Other Attachments
Official Meeting Announcement
Agenda