Operations Committee Meeting
Meeting Minutes
Monday, June 9, 2025
Olean High School BOE Conference Room
410 W. Sullivan Street
Olean, NY 14760
Generated by Jackie Reed on Monday, June 9, 2025

1. CALL TO ORDER
A. Meeting called to order at 4:33 pm
B. Kevin Stevens, Elizabeth Burrows, Aubree Malick, Dr. Michael Irizarry, Jackie Reed, Alex Calbi, Kelly Keller, Dr. Genelle Morris, Jennifer Kless, Jenny Bilotta, Jen Mahar, Jackie Reed

2. DISCUSSION
A. Code of Conduct
The Code of Conduct was shared by Rich DiMartino at the 4/24/25 Operations Meeting.
The Operations Committee did not have any additional recommendations before the Public Hearing scheduled for 6/10/25.

B. OESPA MOA - Nurses
The MOA is current through June 30, 2025, will be extended until August 22, 2025 because no school nurses in-district applied for summer work. The OESPA has agreed to this MOU, noting no changes except the dates.

C. Capital Outlay Project Bid
Bids were opened on 6/6/25 and Kel-Kur Electric was the lowest bid at $83,285 for the Capital Outlay Project for 25-26, which is for additional of LED lights being replaced at OIMS. $100,000 per year is the project limit. This will be moved to the 6/10/25 BOE agenda for approval.

D. 2025-26 Operations Meeting Schedule
The meeting schedule for 25-26 was reviewed and approved. All meetings will be held at 4:30 in the BOE Conference room unless otherwise noted.
Meeting dates will be entered into the Committee Members' calendars once the committee has been selected.

8/11
9/8
10/20 (10/13 is a holiday)
11/10
12/8
1/12
2/9
3/9
4/13
5/11
6/8

E. Policy Review
3250 Parent Teacher Groups - previously recommended for Retirement. E1B confirmed that it was not necessary. A discussion occurred about the lack of parental involvement at meetings. The Committee requests the by-laws, charter or procedure for PTO at each building to review. PTO has more leniency than PTA, which has specific guidelines. Add to Fall Quarterly Review for further discussion.
6172 Identification Badges - move to BOE to update to remove "Student Teachers" from Paragraph 3.
6410 Maintain Discipline and Conduct - move to BOE to retire.
7111 Release of Student OIMS, and OHS will add to Student/Parent Handbook, we will contact EV and WW to see what they have for parents and add to Fall Quarterly Review.
7224 Class Rank - Information included in Student Parent Handbook - Move to BOE for retirement.
7225 National Honor Society - Information included in Student Parent Handbook and in NHS membership guidelines - move to BOE for retirement.
7314 Teacher Removal of Disruptive Students from the Classroom - Information in Code of Conduct - move to BOE for retirement.
8331 Fair and Unbiased Presentation - BOE President wants to do more research - move to Fall Quarterly Report.

5685 Maximum Temperature for School Buildings and Indoor Facilities - Required Policy Move forward to BOE for adoption.
These recommendations will be moved to the June 10, 2025, BOE agenda for review and adoption.

F. Behavioral Specialist Job Description
A Behavioral Specialist position is being created, starting with the 25-26 school year.
Pay will be commensurate with experience according to the OTA Bargaining Agreement.
This will be a District-wide position, with placement in the buildings with the greatest need.
Additional positions may be considered in the future.

This will be moved forward to the 6-10-25 BOE committee.

3. ADJOURNMENT
A. Adjournment at 5:25

4. NEXT MEETING
A. The next meeting will be held on Monday, August 8, 2025, at 4:30 in the BOE conference room. Meeting dates will be added to calendars once Committee Members have been selected.