

Cheektowaga-Sloan UFSD
166 Halstead Ave
Sloan, NY 14212

Cheektowaga-Sloan Board of Education
Reorganizational Meeting

DATE: July 1, 2025

TIME: 6:00 p.m. – Reorganizational Mtg.

LOCATION: Irma Czubaj Board of Education Room
Woodrow Wilson Elementary School

If you have a special requirement, please contact the ADA Coordinator 48 hours prior to the meeting. The ADA Coordinator is Mrs. Andrea L. Galenski, Superintendent of Schools. She may be contacted at 716-891-6402 during school hours.

Cheektowaga-Sloan UFSD
Reorganizational Meeting of the Board of Education
Irma Czubaj Board Room, Woodrow Wilson
Tuesday, July 1, 2025
6:00 p.m.

Pledge of Allegiance

Meeting called to order by former President

Roll Call

Appoint Clerk Pro-Tem

Administer Oath to Newly Elected Board Members

Possible Executive Session

1. Election of President, *Administer Oath*
2. Election of Vice President, *Administer Oath*
3. Appointment of District Clerk and Secretary to the Superintendent
4. Appointment of District Treasurer
5. Appointment of Deputy Treasurer
(*Administer Oaths to District Clerk and Deputy District Treasurer*)
6. Suspend Reading of Appointments, Approve Appointments
7. Authorize School Business Manager to Certify Payrolls
8. Authorization of Investments
9. Adopt Resolution to Borrow
10. Authorize the Superintendent to Approve Transfers
11. Bond District Treasurer
12. Bond Deputy District Treasurer
13. Board Policies – First Reading
14. Abolish Existing Committees
15. Approve New Committee Members
16. Approve Participation in BOCES Bids
17. Appoint Designated Official for Safe Schools Against Violence in Education
18. Appoint Hearing Officers
19. Appoint Special Education Hearing Officers
20. Approve RIC ONE Risk Operations Center (ROC)
21. Adopt Student Code of Conduct 2025-2026
22. Adjourn

**CHEEKTOWAGA-SLOAN UFSD BOARD OF EDUCATION
ANNUAL REORGANIZATIONAL MEETING
Irma Czubaj Board of Education Room, Woodrow Wilson Elementary School
Monday, July 1, 2025
6:00 p.m.**

Pledge of Allegiance

Former Board President will call meeting to order

Roll Call: Denise McCowan
Zachary Smith
Stephanie Dombrowski
Jennifer L. Kregg
Gary Sieczkarek
James Stachewicz

Motion by _____ seconded by _____, to appoint Andrea L. Galenski as Clerk Pro-Tem.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

*OATH OF OFFICE TO BE GIVEN TO RE-ELECTED BOARD MEMBER,
STEPHANIE DOMBROWSKI BY THE CLERK PRO-TEM.*

*OATH OF OFFICE TO BE GIVEN TO THE NEWLY ELECTED BOARD MEMBER,
RACHEAL TARAPACKI BY THE CLERK PRO-TEM.*

EXECUTIVE SESSION

Motion by _____ seconded by _____, to go into Executive Session at _____ p.m.

for _____.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

Motion by _____ seconded by _____, to adjourn from Executive Session

and resume regular order of business at _____ p.m.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

ELECTION OF OFFICERS: Nominations from the floor for **Board President** are needed.

_____ nomination

_____ nomination

1. ELECTION OF PRESIDENT

Motion by _____ seconded by _____, that the following resolution be adopted:

RESOLVED, that _____ be elected President of the Board of Education for the ensuing year ending June 30, 2026.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

OATH OF OFFICE TO BE GIVEN TO THE NEW PRESIDENT AT THIS TIME BY THE CLERK PRO-TEM.

I need a nomination from the floor for **Vice-President**.

_____ nomination

_____ nomination

2. ELECTION OF VICE-PRESIDENT

Motion by _____ seconded by _____, that the following resolution be adopted:

RESOLVED, that _____ be elected Vice President of this Board of Education for the ensuing year ending June 30, 2026.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

OATH OF OFFICE TO BE GIVEN TO THE NEW VICE PRESIDENT AT THIS TIME BY THE CLERK PRO-TEM.

APPOINTMENTS

3. APPOINTMENT OF DISTRICT CLERK AND SECRETARY TO THE SUPERINTENDENT

Motion by _____ seconded by _____, that Denise Knaebe be appointed as District Clerk and Secretary to the Superintendent for the ensuing year ending June 30, 2026, at the annual salary identified in the Terms of Employment.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

4. APPOINTMENT OF TREASURER

Motion by _____ seconded by _____, that Jennifer Heiler be appointed as District Treasurer for the ensuing year ending June 30, 2026, at the annual salary identified in the Terms of Employment.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

5. APPOINTMENT OF DEPUTY TREASURER (ALTERNATIVE OFFICER)

Motion by _____ seconded by _____, that Wayne Drescher be authorized and designated as Deputy Treasurer (Alternative Officer) to sign District checks in the absence of the Treasurer.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

OATH OF OFFICE GIVEN TO THE DISTRICT CLERK/SECRETARY TO THE SUPERINTENDENT AND DEPUTY TREASURER (ALTERNATIVE OFFICER) BY BOARD PRESIDENT.

At this time, we will assign the following positions to Board Members:

Voting Delegate for NYSSBA Convention October 23-25, 2025

Alternate Voting Delegate for NYSSBA Convention October 23-25, 2025

ECASB Delegate Assembly Representative _____
(Denise McCowan was appointed last year)

ECASB Delegate Assembly Alternate _____
(Jennifer Kregg was appointed last year)

ECASB Budget & Finance Team Representative _____
(Stephanie Dombrowski was appointed last year)

ECASB Budget & Finance Team Alternate _____
(Zachary Smith was appointed last year)

ECASB Legislative Team Representative _____
(Jim Stachewicz was appointed last year)

ECASB Legislative Team Alternate _____
(Gary Sieczkarek was appointed last year)

National Affiliate Advocacy Network: _____
(Gary Sieczkarek was appointed last year)

6. Suspend Reading and Approve Appointments

Motion by _____ seconded by _____, to suspend the reading of each appointment and approve the above and following appointments for the 2025-2026 school year (*skip to pg. 7*).

School Physician:

Dr. Kimberly Prise from Forestream Pediatrics

School Attorney:

Scott Horton, GunnerCooke LLP.
Bond, Schoeneck & King PLLC.
Hodgson Russ LLP. – Special Education Attorneys

Auditors:

Lumsden McCormick, LLP

Bank Depository:

M & T Bank, J.P. Morgan Chase Bank, HSBC Bank, Key Bank, and NYCLASS (New York Cooperative Liquid Assets Securities System / formerly NYLAF).

Date and Hour of Meetings:

Third Tuesday, of each month, beginning at 6:30 p.m., except for the following months:

July 2025 – the meeting will take place on July 29, 2025

August 2025 – the meeting will take place on August 26, 2025

December 2025 – the meeting will take place on December 9, 2025

February 2025 – the meeting will take place on February 24, 2026

Official Newspaper:

Cheektowaga-Bee

Purchasing Agent:

Wayne Drescher

Internal Claims Auditor:

Erie 1 BOCES Central Claims Auditor

Tax Collector & Deputies:

Towns of West Seneca and Cheektowaga

Establishment of Petty Cash Funds:

District Treasurer – District Office - \$100.00

Establish Mileage Reimbursement rate:

The rate established for business travel as per the Internal Revenue Service

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

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

Local Educational Agency Representatives (LEA):

Jessica Emmerling

Medicaid Compliance Officer:

Jessica Emmerling

Reviewing Official to Determine Student Residency:

Jessica Emmerling

Liaison for Homeless Children & Youth (McKinney-Vento):

Jessica Emmerling

Central Treasurer, Extraclassroom Activities Account:

Peter Fuchs

Chief Emergency Officer:

Andrea L. Galenski

Dignity Act Coordinators:

Jessica Stiglmeier, High School
Jennifer Meyers, Middle School
Alyssa Ernst, Woodrow Wilson
Heidi Kildal, Theodore Roosevelt

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

Joseph Goodrow

School and Municipal Energy Cooperative (SMEC):

Wayne Drescher

School Pesticide Representative:

Joseph Goodrow

Chemical Hygiene Officer:

Joseph Goodrow

Records Access and Management Officer:

District Clerk

Title IX Compliance Officer:

Andrea L. Galenski

Designated Educational Official (DEO) to receive court notification:

Andrea L. Galenski

Reviewing Official and Verification Official for the Federal Child Nutrition Program:

Erin Greene

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motion for Resolution #6

Hearing Official for the Federal Child Nutrition Program:
Jessica Emmerling

Harassment/Sexual Harassment Officer:
Wayne Drescher

Appointing Officer - Civil Service
Wayne Drescher, School Business Manager

Insurance Advisor:
New York Insurance Reciprocal (NYSIR)

Representative to New York School Insurance Reciprocal (NYSIR):
Wayne Drescher, School Business Manager

Data Protection Officer:
Brian Zybala

Self-Funded Workers Compensation:
Wayne Drescher

Supervisors of Attendance:
Building Principals

* Motion Carried __ Ayes __ Noes __ Absent __ Abstain

AUTHORIZATIONS

7. SCHOOL BUSINESS MANAGER TO CERTIFY PAYROLLS

Motion by _____ seconded by _____, that Wayne Drescher, School Business Manager, be authorized to certify all payrolls during the fiscal year ending June 30, 2026.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

8. AUTHORIZATION OF INVESTMENTS

Motion by _____ seconded by _____, 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.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

9. RESOLUTION TO BORROW

Motion by _____ seconded by _____, 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.

Motion Carried Ayes Noes Absent Abstain

10. AUTHORIZE THE SUPERINTENDENT TO APPROVE TRANSFERS

Motion by _____ seconded by _____, that the Superintendent of Schools be authorized to approve budget transfers up to **\$10,000** for the ensuing fiscal year, ending June 30, 2026.

Motion Carried Ayes Noes Absent Abstain

11. BOND DISTRICT TREASURER

Motion by _____ seconded by _____, 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.

Motion Carried Ayes Noes Absent Abstain

12. BOND DEPUTY DISTRICT TREASURER

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

Motion Carried Ayes Noes Absent Abstain

13. FIRST READING - UPDATED and NEW POLICIES

Motion by _____ seconded by _____, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the first reading of the updated and newly required policies, as submitted (and listed below). The second reading and adoption is scheduled to take place on July 29, 2025:

Policy #1210, 1510, 3311, 5230, 5640, 5670, 5672, 5681, 5683, 5685, 5740, 5741, 6120, 6121, 6140, 6150, 6411, 6550, 6550, 6560, 7212, 7316, 7320, 7350, 7420, 7530, 7550, 7551, 7553, 8210, 8220.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

14. ABOLISH EXISTING COMMITTEES

Motion by _____ seconded by _____, that all existing committees of the Board of Education be abolished.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

The president of the Board of Education has the authority to appoint Board Members to the following Committees, which are used on a regular basis.

Buildings and Grounds Committee
(Gary was appointed last year)

Interviewing Committee
(Denise was appointed last year)

1. _____

2. _____

Audit Committee
(Zack was appointed last year)

3. _____

15. APPROVE NEW COMMITTEE MEMBERS

Motion by _____ seconded by _____ to approve the new committee members as outlined above for the 2025-2026 school year.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

16. APPROVE PARTICIPATION IN BOCES BIDS

Motion by _____ seconded by _____, to participate in the BOCES

Co-operative Bids for the items, as submitted, for the 2025-2026 school year.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

17. APPOINT DESIGNATED OFFICIAL FOR SAFE SCHOOLS AGAINST VIOLENCE IN EDUCATION

Motion by _____ seconded by _____, 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.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

18. APPOINT HEARING OFFICERS

Motion by _____ seconded by _____, that upon the recommendation

of the Superintendent of Schools, the Board of Education approves the resolution appointing the Hearing Officers pursuant to either Section 71 or 73 of the Civil Service Law, as submitted, for the 2025-2026 fiscal year.

Motion Carried __ Ayes __ Noes __ Absent __ Abstain

19. APPOINT SPECIAL EDUCATION HEARING OFFICERS

Motion by _____ seconded by _____, 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.

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 __ Ayes __ Noes __ Absent __ Abstain

20. RIC ONE Risk Operations Center (the “ROC”)

Motion by _____ seconded by _____, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the resolution regarding the RIC ONE Risk Operations Center (the “ROC”), as submitted, for the 2025-2026 fiscal year.

Motion Carried ___ Ayes ___ Noes ___ Absent ___ Abstain

21. Student Code of Conduct 2025-2026

Motion by _____ seconded by _____, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts the Student Code of Conduct for the 2025-2026 School Year as submitted.

Motion Carried ___ Ayes ___ Noes ___ Absent ___ Abstain

22. ADJOURN

Motion by _____ seconded by _____, to adjourn this meeting at _____ p.m.

Motion Carried ___ Ayes ___ Noes ___ Absent ___ Abstain

Sincerely,



Andrea L. Galenski
Superintendent of Schools