

**Reorganizational Meeting of the Board of Education
Tuesday, July 1, 2025
Irma Czubaj Board of Education Room, Woodrow Wilson Elementary School**

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Pledge of Allegiance

Pledge

Former Board President called meeting to order

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

Roll Call

Motion by G. Sieczkarek seconded by J. Stachewicz, to appoint Andrea L. Galenski as Clerk Pro-Tem.

Clerk Pro-Tem

Motion Carried 6 Ayes 0 Noes 0 Absent 0 Abstain

*Oath of Office given to re-elected Board Member, Stephanie Dombrowski
Oath of Office given to newly elected Board Member, Racheal Tarapacki*

Oaths
Dombrowski
Tarapacki

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

Motion by J. Kregg seconded by J. Stachewicz, that the following resolution be adopted: RESOLVED, that Gary Sieczkarek be elected President of the Board of Education for the ensuing year ending June 30, 2026.

Nominate
President
Sieczkarek

Motion Carried 6 Ayes 1 Noes 0 Absent 0 Abstain

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

Oath of
Office
President

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

Motion by J. Kregg seconded by Z. Smith that the following resolution be adopted: RESOLVED, that James Stachewicz be elected Vice President of this Board of Education for the ensuing year ending June 30, 2026.

Nominate
Vice
President
Stachewicz

Motion Carried 5 Ayes 2 Noes 0 Absent 0 Abstain

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

Oath of
Office Vice
President

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

District
Clerk
Secretary to
the Supt.
Knaebe

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by Z. Smith seconded by J. Kregg, 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.

District
Treasurer
Heiler

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by J. Stachewicz seconded by S. Dombrowski, 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 7 Ayes 0 Noes 0 Absent 0 Abstain

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.

Oaths

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The following positions were assigned to Board Members:

Voting Delegate for NYSSBA Convention October 23-25, 2025:
James Stachewicz

Board
Member
Delegates

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

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 by Z. Smith seconded by J. Kregg, to suspend the reading of each appointment and approve the above and following appointments for the 2025 - 2026 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 NYCLASS (New York Cooperative Liquid Assets Securities System / formerly NYLAF).

Banks

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

Meetings

Official Newspaper:

Cheektowaga-Bee

Newspaper

Purchasing Agent:

Wayne Drescher

Purchasing
Agent

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 - \$100.00

Petty Cash

Establish Mileage Reimbursement rate:

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

Mileage

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Members of the Committee on Special Education/504:

CSE/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:

CPSE

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):

LEA

Jessica Emmerling

Medicaid Compliance Officer:

Medicaid
Compliance

Jessica Emmerling

Reviewing Official to Determine Student Residency:

Student
Residency

Jessica Emmerling

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

McKinney-
Vento

Jessica Emmerling

Central Treasurer, Extraclassroom Activities Account:

Extra-
classroom
Accounts

Peter Fuchs

Chief Emergency Officer:

Chief
Emergency
Officer

Andrea L. Galenski

Dignity Act Coordinators:

Dignity Act

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:**

AHERA

Joseph Goodrow

School and Municipal Energy Cooperative (SMEC):

SMEC

Wayne Drescher

School Pesticide Representative:

Pesticide
Representa-
tive

Joseph Goodrow

Chemical Hygiene Officer:

Chemical
Hygiene
Officer

Joseph Goodrow

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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:
New York Insurance Reciprocal (NYSIR)

Insurance
Advisor

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

NYSIR

Data Protection Officer:
Brian Zybala

Data
Protection

Self-Funded Workers Compensation:
Wayne Drescher

Workers
Comp

Supervisors of Attendance:
Building Principals

Attendance
Supervisors

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

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

Certify
Payrolls

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by Z. Smith seconded by J. 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 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by Z. Smith seconded by S. Dombrowski, 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 7 Ayes 0 Noes 0 Absent 0 Abstain

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Motion by S. Dombrowski seconded by J. Stachewicz, that the Superintendent be authorized to approve budget transfers, up to \$10,000 for the ensuing fiscal year, ending June 30, 2026.

Approve
Budget
Transfers

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by Z. Smith seconded by R. Tarapacki 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 7 Ayes 0 Noes 0 Absent 0 Abstain

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

Bond
Substitute
Treasurer

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by Z. Smith seconded by J. Kregg, 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: #1210, 1510, 3311, 5230, 5640, 5670, 5672, 5681, 5683, 5685, 5740, 5741, 6120, 6121, 6140, 6150, 6411, 6550, 6560, 7212, 7316, 7320, 7350, 7420, 7530, 7550, 7551, 7553, 8210, 8220.

Policies
(1st Reading)

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

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

Abolish
Committees

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Buildings and Grounds Committee: Jennifer Kregg
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 2025-2026 school year.

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by Z. Smith seconded by J. Stachewicz, to participate in the BOCES Co-operative Bids for the items, as submitted, for the 2025-2026 school year.

BOCES Bids

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by Z. Smith seconded by J. Stachewicz, 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
Designee

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by S. Dombrowski seconded by J. Kregg, 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.

Appoint
Hearing
Officers

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

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Motion by J. Kregg seconded by J. Stachewicz, 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 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by S. Dombrowski seconded by J. Stachewicz, 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.

RIC ONE
Risk
Operations

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by J. Stachewicz seconded by Z. Smith, 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.

Code of
Conduct

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Motion by S. Dombrowski seconded by J. Kregg, to adjourn this meeting at 7:11 p.m.

Adjourn

Motion Carried 7 Ayes 0 Noes 0 Absent 0 Abstain

Respectfully submitted,



Denise Knaebe
District Clerk