**OLEAN CITY SCHOOL DISTRICT**
**Board of Education Regular Meeting Minutes**
**Tuesday, July 8, 2025 – 7:53 p.m.**
**Olean High School ✦ BOE Conference Room ✦ 410 W. Sullivan St. ✦ Olean, NY 14760**
*Generated by Jackie Reed on Thursday, July 9, 2025*

**1. ATTENDANCE**
Members Present: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young
Members Absent: None
Others Present: Jenny Bilotts (Business Administrator), Jackie Reed (District Clerk)
Guests: Daphne L. Cotton, Kellen Quigley, Jeff Andreano, Mary Fay, Chris and George Moses

**2. OPENING ITEMS**
A. Call to Order at 6:53 p.m.
B. Pledge of Allegiance led by Lee Filbert
C. Silent Prayer or Moment of Personal Reflection
D. Approve the Agenda
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the agenda as presented or amended.
Motion by Mary Hirsch-Schena, second by Rene' Garrison.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

**3. COMMUNICATIONS, COMMENDATIONS AND WELCOME**
A. Communications
The Board acknowledged a thank you note from Jackie Giardini.
B. Commendations-None

**4. PUBLIC COMMENT -** None

**5. STUDENT MEMBERS REPORT**
A. Introduction
The two new student Ex Officio Board members introduced themselves and shared a little about themselves.
Welcome to Ava and Olivia! We are happy to have you join the OCSD Board of Education!

**6. BOARD REPORT** - None

**7. SUPERINTENDENT'S REPORT**

- Board Retreat
  The Board of Education Retreat will be held on July 29th at Holiday Vallen in Ellicottville, NY starting at 8:00 am.
  The Board goals for 25-26 will be discussed at the retreat, but will not be set until the August 12, 2025, Board meeting.
  The goals will be set to align with the District's Strategic Plan.
- The District Wide Safety Plan was released on July 8, 2025, for review and comment by the public.
  A Public Hearing on the Safety Plan will be held on August 12, 2025, at 6:00 pm, prior to the Board Meeting. The deadline for feedback is August 11, 25.
  The District Safety Plan is separate from the individual Building Safety Plans. Those plans are not public record.
- The Corportate Challenge was held on June 26th and OCSD was well represented. Dr. Morris thanked Joelle Perry and her team members for their hard work in always making this a successful event.
- Graduation was held on June 28, 2025, graduating 107 students. Dr. Morris thanked Mr. Andreano and his team for a great ceremony, and also Mary Hirsch-Schena for speaking.

**8. DISCUSSION ITEMS**
A. 2025-26 Board Committee Appointments
The following Board Committee Appointments were made:

<u>Audit & Finance</u>
Kevin Stevens, Chairperson
Lee Filbert
Rene' Garrison
Julio Fuentes

<u>Buildings & Grounds</u>
Mary Hirsch-Schena, Chairperson
Alex Calbi
Julio Fuentes
Aubree Malick

Operations
Alex Calbi, Chairperson
Rene' Garrison
Kevin Stevens
Betty Burrows

Curriculum
Aubree Malick, Chairperson
Lee Filbert
Betty Burrows
Mary Hirsch-Schena

Health & Safety
Kevin Stevens
Alex Calbi
Aubree Malick
Cathy Young
Chairperson: TBD

Technology
Mike Martel, Chairperson

B. NYSSBA Annual Convention October 23-25,2025

C. WNY Law Conference - ECASB

D. Rural Schools Conference July 2025
Mary Hirsch-Schena and Rene' Garrison will attend the Rural Schools Conference in Lake Placid, NY July 13-15, 2025.

**9. CONSENT AGENDA**
A. Approval of Consent Agenda
Upon the recommendation Dr. Genelle Morris, Superintendent of Schools, to approve the items of the Consent Agenda:
Meeting Minutes: Regular BOE Meeting 6/24/25, Special BOE Meeting 6/27/25
CPSE Recommendations reviwed on 6/24/25
CSE Recommendations reviewed on 6/24/25
Surplus Library Books - EV
Motion by Mary Hirsch-Schena, second by Elizabeth Burrows.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

**10. NEW BUSINESS**
A. Olean City School District Policy Manual
Upon the recommendation of Dr. Genelle Morris to approve the updated Olean City School District Policy Manual effective July 8, 2025.
Motion by Rene' Garrison, second by Mary Hirsch-Schena.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

B. Extra Curriculuar Appointment 25-26 - OIMS
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the following Extra-Curricular appointment at Olean Intermediate Middle School for the 2025-26 school year.:
Karen Fox - Allies Club Co-Advisor
Motion by Mary Hirsch-Schena, second by Aubree Malick.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

C. Volunteer Application
Upon the recommendation of Dr. Genelle Morris to approve the Volunteer Application for Jennifer Landow,
Motion by Julio Fuentes, second by Rene' Garrison.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

D. NYSSBA Annual Meeting Voting Delegate
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to designate Catharine Young as the voting delegate for the Annual Business Meeting fo the New York State School Boards Association which will be held on October 16, 2025.
Motion by Julio Fuentes, second by Kevin Stevens.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

E. Allegany / Cattaraugus School Board Association Voting Delegate and Alternate

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to designate Mary Hirsch-Schena as the delegate and Julio Fuentes as the alternate, to the Allegany-Cattaraugus Counties School Board Association for the 2025-26 school year.
Motion by Mary Hirsch-Schena, second by Kevin Stevens.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

F. Affiliation Agreement - Grand Canyon University
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Affiliation Agreement with Grand Canyon University for the period of January 1, 2026 to June 20, 2030.
Motion by Rene' Garrison, second by Aubree Malick.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

G. Southtowns Speech, OT & PT Contract 25-26
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the contract between Olean City School District and Southtowns Speech, OT & PT for the 25-26 school year.
Motion by Rene' Garrison, second by Lee W Filbert.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

H. Rehab Today Contract 25-26
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the contract between the Olean City School District and Rehab Today for the 25-26 school year.
Motion by Julio Fuentes, second by Rene' Garrison.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

I. Rosellen Peek Contract 25-26
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the contract between the Olean City School District and Rosellen Peek for services for Sight and Hearing Impaired students for the 25-26 school year.
Motion by Rene' Garrison, second by Mary Hirsch-Schena.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

J. OGH Contract 25-26
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the contract between the Olean City School District Committee on Special Education and the Olean General Hospital for the 25-26 school year.
Motion by Mary Hirsch-Schena, second by Elizabeth Burrows.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

K. Corrected Managerial Confidential Contract - Wesley
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for Teresa Wesley for the period of July 1, 2025 to June 30, 2029.
Motion by Rene' Garrison, second by Julio Fuentes.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

L. Corrected Managerial Confidential Contract - Gronemeier
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for Darrell Gronemeier for the period of July 1, 2025 to June 30, 2029.
Motion by Aubree Malick, second by Lee W Filbert.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

M. Corrected Managerial Confidential Contract - Williams
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for Sara Williams for the period of July 1, 2025 to June 30, 2029.
Motion by Elizabeth Burrows, second by Lee W Filbert.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

N. Corrected Managerial Confidential Contract - Livingston
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for Tiana Livingston for the period of July 1, 2025 to June 30, 2029.
Motion by Elizabeth Burrows, second by Alex Calbi.
Final Resolution: Motion Carried

Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

O. Corrected Managerial Confidential Contract - Raine
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for Carolyn Raine for the period of July 1, 2025 to June 30, 2029.
Motion by Mary Hirsch-Schena, second by Elizabeth Burrows.

P. Corrected Managerial Confidential Contract - Reed
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for Jacqueline Reed for the period of July 1, 2025 to June 30, 2029.
Motion by Kevin Stevens, second by Alex Calbi.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

Q. Corrected Managerial Confidential Contract - H. Button
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for Helen Button for the period of July 1, 2025 to June 30, 2029.
Motion by Elizabeth Burrows, second by Rene' Garrison.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

R. Corrected Managerial Confidential Contract - Huselstein
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for Mark Huselstein for the period of July 1, 2025 to June 30, 2029.
Motion by Rene' Garrison, second by Julio Fuentes.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

S. Corrected Managerial Confidential Contract - Friends
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for Marc Friends for the period of July 1, 2025 to June 30, 2029.
Motion by Elizabeth Burrows, second by Aubree Malick.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

T. Corrected Managerial Confidential Contract - Dunkleman
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for Daniel Dunkleman for the period of July 1, 2025 to June 30, 2029.
Motion by Rene' Garrison, second by Lee W Filbert.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

U. Corrected Managerial Confidential Contract - Dailey
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Managerial Confidential Contract for O'Brien Dailey for the period of July 1, 2025 to June 30, 2029.
Motion by Mary Hirsch-Schena, second by Kevin Stevens.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

V. Corrected Contract - Burdick
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the corrected Employment Contract for Shannon Burdick for the period of July 1, 2025 to June 30, 2029.
Motion by Elizabeth Burrows, second by Mary Hirsch-Schena.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

**11. PERSONNEL**
A. Personnel Consent Agenda
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Personnel Consent Agenda:

| | 8-Jul-25 | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Resignations: | | | | | | | | |
| | Last Name | First Name | Position | Effective | | | | Comments | |
| 1 | Keesler | Sydni | Occupational Therapist | 6/28/2025 | | | | Pursuing other employment closer to residence | |
| 2 | Mott | Ashley | Teacher Aide | 6/25/2025 | | | | Relocation | |
| 3 | Kicior | Nicholas | Psychologist | 7/1/2025 | | | | Pursuing other employment | |
| 4 | Irizarry | Michael | Assistant Superintendent of Academic Services | 7/26/2025 | | | | Career Advancement | |
| | | | | | | | | | |
| | Certified Appointments: | | | | | | | | |
| | Last Name | First Name | Position | Effective | Hours | Salary/Wages | Replacing | Certification Information | Tenure Area/Date |
| 1 | Zlockie | Erin | Long-Term Substitute Spanish/ENL Teacher | 7/1/2025 | | Step 3 | Christian Ambrosioni | BA in Spanish. Exploring NYS Certification Options | Non-Probationary Appointment to the Long-Term Substitute ESL/Spanish Teacher position effective July 1, 2025 - June 30, 2026. Employee shall be paid at the annual salary as outlined in the OTA Collective Bargaining Agreement. |
| 2 | Evans | Kemarie | Long-Term Substitute Spanish Teacher | 7/1/2025 | | Step 2 | Skylar Majot | NYS Residency Certificate in Progress | Non-Probationary Appointment to the Long-Term Substitute ESL/Spanish Teacher position effective July 1, 2025 - June 30, 2026. Employee shall be paid at the annual salary as outlined in the OTA Collective Bargaining Agreement. |
| 3 | Tkacik | Regina | Long-Term Substitute Science Teacher | 7/1/2025 | | Step 24 | Jenna Hendricks | Nursery, Kindergarten & Grades 1-6, Permanent Certification. General Science (7-9) Extension, Permanent Certification for PA. | Non-Probationary Appointment to the Long-Term Substitute Science Teacher position effective July 1, 2025 - June 30, 2026. Employee shall be paid at the annual salary as outlined in the OTA Collective Bargaining Agreement. |
| 4 | Gaylor | Jaime | Long-Term Subsittute Teacher | 7/1/2025 | | Step 4 | Kristen Mercurio | NYS Special Education Certification in Progress. | Non-Probationary Appointment to the Long-Term Substitute Special Education Teacher position effective July 1, 2025 - June 30, 2026. Employee shall be paid at the annual salary as outlined in the OTA Collective Bargaining Agreement. |
| | | | | | | | | | |

Motion by Rene' Garrison, second by Aubree Malick.
Motion byRene'Garrison second by Aubree Malick.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

Lee Filbert, on behalf of the BOE, wished Dr. Irizarry well in his new venture.

**12. INFORMATIONAL MEETINGS**
A. Upcoming Meetings

Catharine Young requested that Committee Chair reports be added to the agenda going forward. A 3-5 minute summary of meetings.

**13. EXECUTIVE SESSION -** None

**14. ADJOURNMENT**

A. Adjourn from Regular Meeting at 7:49 p.m.
Motion by Rene' Garrison, second by Lee W Filbert.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

Respectfully submitted,



Jacqueline Reed
District Clerk