OLEAN CITY SCHOOL DISTRICT
Board of Education Regular Meeting
Tuesday, September 9, 2025 –6:30 p.m.
Olean High School ✦ BOE Conference Room ✦ 410 W. Sullivan St. ✦ Olean, NY 14760
Generated by Jackie Reed on Thursday, September 11, 2025

1. ATTENDANCE

Members Present: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young, Olivia Black and Ava Moses (Student Members)
Members Absent: Lee Filbert
Others Present: Dr. Genelle Morris (Superintendent), Jenny Bilotta (Business Administrator), District Clerk (Jackie Reed)
Guests: Colleen Larsen-Diebler, Karen Fox, Mike Martel, Victoriia Lozynska, Parker Morgan, tim Sherlock, Jazymine Brantley, Maureen DiCerbo, Jeff Andreano

2. OPENING ITEMS

A. Call to Order at 6:30 p.m.
B. Pledge of Allegiance led by Mary Hirsch-Schena.
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, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

3. COMMUNICATIONS, COMMENDATIONS AND WELCOME

A COMMUNICATIONS - None
B. Commendations
Six Olean High School Grades receive CRCF Scholarships:

- Jacksen Kahm
- Caedyn Tingley
- Ava Borer
- Sofia Rucinski
- Sullivan Hoffman
- Cavan Boutillette

Congratulations to all recipients!
C. Introduction of New Employees
None present.

4. PUBLIC COMMENT

A. Public Comment -Tim Sherlock
Mr. Sherlock offered a welcome to the new school year/ noting that he is looking forward to the BOE and admnistration will work together for the welfare and safety of our children.

B. OTA Comments - Karen Fox
Karen Fox (OTA President) spoke about the OTA working to foster a culture of community while providing the best possible education for students. She thanked Jen Kless and her team for a great opening day and felt the presentation was on point and made a much appreciated statement of listening, improving and building relationships, and hopes the District will head into 2025-26 with heart, resiliance and determination.

5. STUDENT MEMBER'S REPORT

A. Student BOE Member Reports

Olivia Black reported on:

- Student Member retreat/training through BOCES with Student BOE members from neighborning districts, which addrtessed how to be a representative for fellow students, how to approach situations and students, while being kind.
- Opening of school was good to see friend and adapting well to new changes.

Ava Moses reported on:

- BOCES retreat eadership did a great job with team building. They learned a lot from other students.
- Opening went smoothly at HS.
- Homecoming is coming up with football and the powderpuff game for Juniors and Seniors.
- The Student BOE Members are working to let other students know that they are available and will not judge, and they are very tied in with the school; and they plan to visit other buildings and events to be sure that they're involved and visible.
- Dr. Morris will send an email to admin letting them know that Ava and Olivia are available and would like to be invited to events and activities in all of the buildings.

6. BOARD REPORT

A. New School Year

- Cathy Young reported on opening day; noting it was a great event with enthusiasm and excitement, and commended Jen Kless and team for their hard work.

B. Board Goals have been set and safety is the priority.

7. SUPERINTENDENT'S REPORT

A. Reopening of School

- The reopening of school went well, with no issues except minimal systemic opening (busses, drop offs). Routes are up and running. Each school had a theme and great energy.
- Opening staff day was a beautiful event, and Jen Kless and team should be commended. After the welcome, there was two days of staff development to allow teacher to plan, preparae and complete trainings.

B. Nominatiions for the Leader of the Pack and Ron Shoup Awards

- Notices have posted in several locatings requesting nominations for the Ron Shoup and Leader of the Pack awards. The Ron Shoup Award recognizes teachers who exemplivy the characteristics fthat Ron Shoup displayed in supporting students.
- The Leader of the Pack Award recognizes support staff who go above and beyond to support students.
- Nominations are ongoing and can be made via the District website. We also need our Engagement Committee and we are accepting volunteers for this committee who will review the nominations and select the awardees. Faculty, Staff and BOE members have served in the past. This committee meets after school, altough no dates have been established until the committee has been formed.

8. DISCUSSION ITEMS

A. None.

9. COMMITTEE CHAIR REPORTS

A. Audit & Finance 8-21-25

- Kevin Stevens reviewed the Audit & Finance committee minutes.
- Reminder: External auditors will report to the Audit & Finance Committee at the September Meeting and to the Board of Education at the October meeting.
- Discussion: How are bus drivers are recruited. Jenny Bilotta explained the relationship with Portville and how we work alongside them to recruit bus drivers and what the

qualifications are for driving. The shortage of bus drivers is state-wide.

B. Operations 9-8-25

- Alex Calbi reviewed the information in the minutes emphasizing the need to update the policy with regards to public comments and the potential for live streaming.
- Discussion: The huskystrong@oleanschools.org is a great resource for parents and the community and the Board would like to work to get that information out to the public. In the District Safety Plan and on Dr. Morris's webpage and will be included in newsletters.

10. APPROVAL OF THE CONSENT AGENDA

A. Meeting Minutes 8-12-25 Regular BOE Meeting
B. Meeting Minutes 8-25-25 BOE Work Session
C. Audit & Finance Minutes 8-21-25
D. Operations Minutes 9-8-25
E. Warrant Report - August
F. Claims Auditor Reports - August
G. Substitute List

SUBSTITUTES FOR BOARD APPROVAL -September 9, 2025			
POSITION DESCRIPTION	**EMPLOYEE NAME**	**CERTIFICATION/DEGREE**	**FINGERPRINT**
NON-CERTIFIED			
SUBSTITUTE TEACHER			
SUBSTITUTE TEACHER	Johnson, Hillary	BACHELORS	YES
SUBSTITUTE TEACHER	McCarthy, Mary	BACHELORS	YES

H. CSE Recommendations
I. CPSE Recommendations
J. Approval of Consent Agenda
Resolution: Upon the recommendation Dr. Genelle Morris, Superintendent of Schools, to approve the consent agenda items.
Upon the recommendation Dr. Genelle Morris, Superintendent of Schools, to approve the consent agenda items.
Motion by Rene' Garrison, second by Elizabeth Burrows.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

11. NEW BUSINESS

A. Approve Volunteer Applications
A motion was made to remove approval of the application due to lack of proper documentation.
Upon the recommendation of Dr. Genelle Morris to remove item A (Volunteer Applications) from the New Business section until proper documentation/references have been received.
Motion by Julio Fuentes, second by Aubree Malick.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

B. Milk Prices
Discussion: This motion applies to individual milk purchases. When a student buys a lunch, milk is included with the price of the lunch.
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the price of milk for the 25-26 school year to be .60 cents per carton.
Motion by Rene' Garrison, second by Mary Hirsch-Schena.
Final Resolution: Motion Carried

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

C. Human Resources Specialist Position
Discussion: This position is expected to help build the culture and retention within the District.
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to create one (1) full-time, 12-month, Managerial/Confidential, Human Resources Specialist position, effective September 9, 2025.
Motion by Rene' Garrison, second by Elizabeth Burrows.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

D. Tax Warrant 25-26
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Tax Warrant for the 2025-26 school year.
Motion by Mary Hirsch-Schena, second by Rene' Garrison.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

E. Transportation Contracts 2025-26
Discussion: Question asked on how this would impact the purchase of the new busses. It was explained that the busses are purchased by Olean, but Portville maintains, fuels, repairs, stores, and provides dirvers and training for all transportaion/busses and will not impact the purchase in any way. This is an example of regionalization that is currently being discussed at the State level.
Upon the recommendation of Dr. Genelle Morris, Superintendent, to approve Intermunicipal Transportation Contracts with Portville School District for the 25-26 school year for: (1) Home to School routes and (2) Extracurricular Activity Routes.
Motion by Kevin Stevens, second by Aubree Malick.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

F. Transportation Resolution 2025-26
RESOLUTION NO. 25014
RESOLUTION OF THE Olean City School District BOARD OF EDUCATION APPROVING CONTRACTS FOR SPECIAL EDUCATION STUDENT TRANSPORTATION SERVICES
WHEREAS, the Olean City School District is responsible for providing a free appropriate public education (FAPE) for all students with disabilities, including providing transportation services as specified in their Individualized Education Programs (IEPs); and
WHEREAS, a Request for Bid (RFB) was issued, and a competitive bidding process was conducted for specialized transportation services to meet the unique needs of special education students for the Summer of 2025, including transportation for students requiring specific accommodation such as aides, specialized equipment, or specialized vehicles; and
WHEREAS, the proposed contracts, C5067 and C5068 with Boces Cattaraugus-Allegany-Erie-Wyoming have been reviewed by district administration and are found to be in the best interest of the district and the special education students; and
WHEREAS, the contracts ensure compliance with all applicable federal, state, and local laws and regulations governing student transportation and special education.
NOW, THEREFORE, BE RESOLVED by the Board of Education of the Olean City School District as follows:
1. The Board of Education hereby approves the transportation contracts with Boces Cattaraugus-Allegany-Erie-Wyoming for specialized transportation services for special education students for the Summer 2025.

2. The Superintendent, or their designee, is authorized to finalize and execute the contracts and any related documents necessary to implement the transportation services.
3. The Superintendent, or their designee, is further authorized to make minor adjustments to the contracts, including route assignments, as necessary to ensure efficient and effective transportation of special education students, subject to the terms of the bid and contracts.

Motion by Aubree Malick, second by Elizabeth Burrows.
Roll Call Vote
Julio Fuentes - Aye
Alex Calbi - Aye
Mary Hirsch-Schena - Aye
Betty Burrows - Aye
Catharine Young - Aye
Aubree Malick - Aye
Rene' Garrison - Aye
Kevin Stevens - Aye
Lee Filbert - AbsentFinal Resolution: Motion Carried

G. Extracurricular - Spring Coaching Assignments

Spring Sports	Degolier, Les	Baseball Varsity
	Perry, Matthew	Baseball JV
	Chapman, Lucas *	Baseball Modified
	Vecchio, Phil	Golf Boys
	Callahan, Rhonda	Golf Girls
	TBD	Softball Varsity
	Nawrot, Ryan	Softball JV
	Burrows, Terry *	Softball Modified
	Wright, Ben *	Boys Tennis
	Freeman, Dan	Track Varsity
	Morey-Nasuta, Leslie	Track Varsity
	Bennion, Brandy	Track Varsity Assistant
	Ksionzyk, Mike *	Track Varsity Assistant
	Rucinski, Scott	Track Modified
	Ring, Bob *	Track Modified

Discussion: Vacant position on Varsity Softball will be posted according to contract.
(Removed Motion) Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Spring Coaching appointments for 25-26.
Motion by Mary Hirsch-Schena, second by Julio Fuentes.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

Discussion: The motion to approve the assignments passed; however, upon the realization that Elizabeth Burrows voted on a motion that involved immediate family, the vote was removed and a motion was made to vote again, with E. Burrows abstaining from the new vote.
Motion 2: Upon the recommendation of Dr. Genelle Morris, to strike the origial vote for this motion and revote.
Motion by Rene' Garrison, second by Elizabeth Burrows.
Final Resolution: Motion Carried

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

H. CCA Contract - Home School Liaison - 7/1/25 to 6/30/26
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the contract between Olean City School District and Connecting Communities in Action for the period of July 1, 2025 to June 30, 2026, for a Home School Liasion.
Motion by Alex Calbi, second by Rene' Garrison.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

I. CCA Contract - Home School Liaison - 9/1/25 to 8/31/26
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the contract between Olean City School District and Connecting Communities in Action for the period of September 1, 2025 through August 31, 2026, for a Home School Liasion.
Motion by Mary Hirsch-Schena, second by Kevin Stevens.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

J. Mentor List Update
Discussion on the purpose of mentions and how research shows their positive impact on retention.
Upon the recommendation of Dr. Genelle Morris, Superintendent, to approve the revised mentor list signed on September 9, 2025.
Motion by Julio Fuentes, second by Alex Calbi.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

12. PERSONNEL
A. Personnel Consent Agenda

9-Sep-25							
Resignations:							
Last Name	**First Name**	**Position**	**Effective**			**Comments**	
Barr	Tammy	Teacher Aide	8/20/2025				
Buckner	Amy	Teacher Aide	8/21/2025				
Chadwick	Alana	Teacher Aide	8/25/2025				
Tessena	Marlena	Teacher Aide	8/25/2025				
Williams	Micheyla	Teacher Aide	8/27/2025				
Rakus	Marie	Literary Journal Advisor	25-26 school year				
Leave of Absence:							
Last Name	**First Name**	**Position**	**Effective**			**Comments**	**Building**
Smith	Carter	Teacher Aide	9/11/25 -6/30/26				WW
Leave of Absence:							
Last Name	**First Name**	**Position**	**Effective**			**Comments**	
Classified Appointments:							
Last Name	**First Name**	**Position**	**Effective**	**Hours**	**Salary/Wages**	**Certification Information**	**Building**
Hollowell	Janelle	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	EV
Ours	Janine	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	EV
Obergfell	Alicia	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	EV
Ciepiela	Sarah	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	EV
Bailey	Amber	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	EV
Chandler	Lea	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	EV
McDowell	Natalie	Certified Occupational Therapy Assistant (COTA)	8/26/2025	7.5	$27.00	Provisional	EV
Morgan	Tiffany	Keyboard Specialist	8/25/2025	7	$18.71	Probationary	OIMS
Benson	Abigail	Teacher Aide	9/4/2025	5.75	$17.18	Probationary	EV
Patrone	Nicholas	Teacher Aide	9/8/2025	5.75	$17.18	Probationary	OHS
Farr	Shawn	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	OIMS
Foster	Mariah	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	OIMS
Scott	Kaiden	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	OIMS
VanDeusen-Farwell	Corie	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	OIMS
Graham	Mindy	Teacher Aide	8/27/2025	5.75	$17.18	Probationary	EV
Robbins-Martinelli	Amelia	Teacher Aide	9/3/2025	5.75	$17.18	Probationary	EV
Link	Keyonna	Teacher Aide	9/3/2005	5.75	$17.18	Probationary	EV
Blair	Noah	Teacher Aide	9/8/2025	5.75	$17.18	Probationary	EV
Shufelt	Michelle	Keyboard Specialist	9/16/2025	8	$17.76	Probationary	EV
Lozynskyi	Viktor	Teacher Aide	9/8/2025	5.75	$17.18	Probationary	OHS
White	Caleb	Teacher Aide	9/15/2025	5.75	$17.18	Probationary	EV
Hendryx	JoAnna	Teacher Aide	9/4/2025	5.75	$17.18	Probationary	OHS
Wagner	Tiphany	Keyboard Specialist	9/22/2025	7.5	$17.76	Probationary	CSE
Sisson	Joshua	Teacher Aide	9/9/2025	5.75	$17.18	Probationary	WW
Smith	Lucas	Information Technology Specialist	9/22/2025	7.5	$23.51	Probationary	OCSD
Certified Appointments:							

Certified Appointments:							
Last Name	First Name	Position	Effective	Hours	Salary/Wages	Certification Information	Tenure Area/Date
Colegrove	Kendra	Long-Term Substitute Behavioral Specialist	9/15/2025		Step 5	Bachelor of Science - Psychology; Masters in School Counseling in progress	Non-probationary appointment to the long-term substitute behavioral specialist position.Employee shall be paid at the annual salary as outlined in the OTA Collective Bargaining Agreement.
Dorey	Ashley	Teaching Assistant	8/25/2025		Step 1 (60%)	Level 1 Teaching Assistant	Probationary Appointment to the Teacher Assistant Tenure Area; 8/25/25 - 8/24/29; Ms. Dorey will be eligibile for tenure at the end of the probationary period of 4 years.
Moffat	Julia	4th Grade Teacher	8/25/2025		Step 4	Childhood Education Grades 1-6 Initial Certificate	Probationary Appointment to the Elementary Education Tenure Area; 8/25/2025 - 8/24/2029; Ms. Moffat will be eligible for tenure at the end of the probationary period of 4 years.
Auman	Christopher	Long Term Substitute 3rd Grade Teacher	8/25/2025		Step 4	Working towards his Childhood Education (1-6) Certification	Non-Probationary Appointment to the Long Term Substitute 3rd grade teacher position effective August 25, 2025 - June 30, 2026. Employee shall be paid at the annual salary as outlined in the OTA Collective Bargaining Agreement.
Vanderhoef	Kailyn	Long Term Substitute Resource Room (K-3)	9/8/2025		Step 2	Working towards her Early Childhood/Childhood Education (1-6) Certification	Non-Probationary Appointment to the Long Term Substitute Special Education teacher position effective September 8, 2025 - June 30, 2026. Employee shall be paid at the annual salary as outlined in the OTA Collective Bargaining Agreement.
Zampogna	Megan	Long Term Substitute Kindergarten - ICT	8/26/2025		Step 1	Working towards her Childhood Education (1-6) Certification	Non-Probationary Appointment to the Long Term Substitute Special Education teacher position effective August 26, 2025 - June 30, 2026. Employee shall be paid at the annual salary as outlined in the OTA Collective Bargaining Agreement.

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Personnel Consent Agenda:
Motion by Aubree Malick, second by Rene' Garrison.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young

13. INFORMATIONAL MEETINGS
A. Upcoming Meetings
Audit & Finance Committee b9/18/25 4:00 BOE Conference Room
Buildings & Grounds Committee 10/7/25 4;30 BOE Conference Room
Health & Safety Committee 9/17/25 3:15 BOE Conference Room
Regular BOE Meeting 10/14/25 6:30 East View Elementary Cafeteria

14. EXECUTIVE SESSION
A. No Executive Session needed.

15. ADJOURNMENT
A. Adjourn from Regular Meeting at 7:30 p.m.