

OFFICIAL MINUTES
GENESEE VALLEY CENTRAL SCHOOL
BOARD OF EDUCATION
AUDIT COMMITTEE MEETING & REGULAR MEETING
TUESDAY, SEPTEMBER 9, 2025 – 5:30 P.M.
MEDIA LAB ROOM #1121

The meeting was livestreamed on the school's website: www.genvalley.org

The Board of Education Audit Committee & Regular Meeting was called to order at 5:30 p.m. by Heath Gordon, President presiding.

Roll Call was taken by Deputy District Clerk:

Member Present: Heath Gordon, President, Max Gilluly, Vice-President, Tim Hand, Michelle Kelley, Jamie Willson, Shawn Grusendorf, James Cartwright

Student BOE Rep: Rylee Ordway

District Personnel: Dr. Paige Kinnaird, Superintendent, Sara Donlon, 7-12 Principal, Sarah Taylor, PK-6 Principal, Paula Roberts, Curriculum Coordinator/Dean of Students, Erin Ostrander, Business Official/Deputy District Clerk

Staff Members: Mackenzie Edmister, Rita George, Carolyn Wright, Donna Slawson

Guest present: Justin Isaman, Auditor from Buffamante, Whipple, Buttafaro, PC (left at 5:50 p.m.), Mike Saglibene from Hunt (left at 6:19 p.m.), Student - Mason Fanton (left at 6:22 p.m.)

Pledge of Allegiance was recited

Persons to Address the Board:

- No guests scheduled

Presentations to the Board:

- A couple members from the FFA Club presented information regarding an overnight trip for the National Convention in Indianapolis, IN on October 28 – November 1, 2025.
- Audit Review – Justin Isaman, auditor from the auditing firm Buffamante, Whipple, Buttafaro, PC reviewed the 2024-2025 preliminary external audit report followed by questions & answers.
- HUNT Architects provided updates on the Capital Project

APPROVE MINUTES: Motion made by James Cartwright, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the Board of Education minutes of the regular meeting dated August 19, 2025, as submitted.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

ADMINISTRATIVE DATA REPORTS

BOARD COMMITTEE REPORTS

FINANCIAL REPORTS:

- **Business Office/District Treasurer's Report by Ms. Ostrander:** answered questions regarding the external audit, reserve funds transfers

ACCEPT EXTERNAL INDEPENDENT AUDIT: Motion made by Michelle Kelley, seconded by Jamie Willson - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the Independent Audit Report from Buffamante, Whipple, Buttaforo, P.C. for the 2024-25 school year as presented.
VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE TREASURER'S REPORTS: Motion made by Tim Hand, seconded by Jamie Willson - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the following Treasurer's Reports as submitted: General Fund – Community Bank, N.A. **(Revised)** 6/1/-6/30/25, **(Revised)** 7/1-7/31/2025, 8/1-8/31/25; School Lunch Fund 8/1-8/31/2025; Capital Fund 8/1-8/31/2025; Special Aid Account 8/1-8/31/2025; Scholarship Fund 8/1-8/31/2025, Risk Retention (U.I. Reserve) 8/1-8/31/2025
VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE FUNDS TRANSFER: Motion made by Max Gilluly, seconded by James Cartwright - BE IT RESOLVED that the Board of Education of Genesee Valley Central School authorizes the Superintendent to approve the following funds transfer of \$230,000 from excess fund balance to the following reserve accounts:

- \$100,000 into Transportation Reserve (A878)
- \$100,000 into Capital Improvements Reserve (A878.02)
- \$30,000 into Compensated Absences Reserve (A867)

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE REVENUE STATUS AND APPROPRIATION STATUS DETAIL REPORTS: Motion made by Jamie Willson, seconded by Michelle Kelley - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the Revenue Status and Appropriation Status Detail Reports dated 7/1/2024 – 6/30/2025 as submitted.
VOTE: Yes 7, No 0, Abs. 0 Motion carried.

AWARD 2023 CAPITAL PROJECT BIDS: Motion made by Tim Hand, seconded by Shawn Grusendorf - BE IT RESOLVED that the Board of Education of Genesee Valley Central School awards the following bid for the 2023 Capital Project:

- **General Trades Work:**

- ~ Duggan & Duggan General Contractor, Inc. of Allegany, New York

Base Bid	\$2,930,000
Alternate #1 (Library T.R.)	<u>\$29,000</u>
Total General Trades Contract	\$2,959,000

- **Mechanical Work:**

- ~ Parise Mechanical Inc. of Tonawanda, New York

Base Bid	\$1,349,000
Alternate #1 (Library T.R.)	<u>\$4,900</u>
Total Mechanical Contract	\$1,353,900

- **Plumbing Work:**

- ~ Mazza Mechanical Services, Inc. of Olean, New York

Base Bid	\$79,000
Alternate #1 (Library T.R.)	<u>\$29,000</u>
Total Plumbing Contract	\$108,000

- **Electrical Work:**

~ John Mills Electric, Inc. of Elmira Heights, New York

Base Bid	\$657,000
Alternate #1 (Library T.R.)	\$3,200
Total Electrical Contract	\$660,200

TOTAL PROJECT COST

\$5,081,100

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

CONSENT AGENDA/GENERAL ACTION ITEMS:

APPROVE CONSENT AGENDA: Motion made by Tim Hand, seconded by Max Gilluly – BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the consent agenda items as follows:

1. Approve ***Second Reading/Adopt the following Board of Education Policy: #5685*** Maximum Temperature for School Buildings and Indoor Facilities
2. Approve ***CSE/CPSE recommendations*** dated September 4, 2025, as submitted
3. Approve the ***Universal Pre-Kindergarten Program RFP #20-07***
4. Approve ***William Shipman, Mya White, Patricia Presutti, Lisa Besant, Erich Faller, Avery Grusendorf, Rhonda Slocum, and Marlin Carlin***, as returning substitutes to be added to the 2025-26 substitute list
5. Approve the following New Substitutes: ***Betty Guinnip*** as substitute nurse, pending fingerprint clearance; ***Tamera Demick*** as substitute teacher aide, clerical, etc., fingerprint clearance on file; ***Malory DeRock*** as a teacher aide, etc., pending fingerprint clearance; ***Ryan Helm*** as teacher, teacher aide, etc., pending fingerprint clearance
6. Approve ***Mallory Doxey***, a Liberty University student, as a School Counselor Intern, under the supervision of Jenn Turybury, during the 2025-26 school year
7. Approve ***Brielle Wark*** from Alfred University, as a Student Teacher during the 2025-26 school year, under the supervision of Raegan Ryan
8. Approve the following scoreboard/chaperones/bookkeepers/timers for the 2025-26 school year, pay as per GVEA contract: ***Nathan Slawson, Kennedy Norasethaporn, Sara Donlon, Tracie Campbell, Ben Campbell, Lyn VanTassel, Darren Bradt, Kyle Dougherty, Pam Duttweiler, Shawn Clancy, Bridget Chichester, Kayla Marsh, Rhonnie Tilton and Miranda Hemphill***
9. Approve the following lifeguards for the 2025-26 school year: ***Lisa Scott-Schneider, Tracy George, Darren Bradt, Shawn Clancy, Brian Edmister, II, Chris Graham, Rollie Duttweiler, Brian Edmister, III, Kellie Schmidt, Michaela Avallone, Brooke Bradt, Aubrey Geoppner, Carolyn Wright, Brittany Fuller, Abby Marsh, Nathan Slawson***. The rate of pay for outside of contractual hours or for additional time will be Instructors \$30/hour and Lifeguards \$20/hour.
10. Approve ***out of district student*** attendance requests to attend GVCS for the 2025-26 school year, as ***additionally*** submitted.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE TO TERMINATE AGREEMENT: Motion made by Tim Hand, seconded by Shawn Grusendorf - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves to ***Terminate the Agreement*** for Professional Services with CreAIDive Solutions to increase transportation aid reimbursement as of June 30, 2025.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE OVERNIGHT TRIP REQUEST: Motion made by Max Gilluly, seconded by James Cartwright - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves *overnight trip request from the FFA Club* to travel to Indianapolis, IN for the National Convention on October 28 to November 1, 2025, under the supervision of Carolyn Wright, FFA Advisor.
VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE CONTRACT FOR SERVICES: Motion made by Michelle Kelley, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the Contract for Services with *Terie Delahunt & Associates* to provide grant writing and grant oversight services to the district. The contract is valid from September 1, 2025 to August 31, 2026.
VOTE: Yes 7, No 0, Abs. 0 Motion carried.

PERSONNEL ACTION ITEMS:

AMEND MOTION: Acting on the recommendation of the Superintendent - Motion made by Tim Hand, seconded by Shawn Grusendorf - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves to amend the motion made at the July 22, 2025 Board of Education meeting as follows: *The appointment of Thomas Emrich as the Committee on Special Education Chairperson (CSE Chair) to include Professional Development work during the summer of 2025.*
VOTE: Yes 7, No 0, Abs. 0 Motion carried.

ACCEPT RESIGNATION: Acting on the recommendation of the Superintendent – Motion made by Max Gilluly, seconded by James Cartwright - BE IT RESOLVED that the Board of Education of Genesee Valley Central School accepts the *resignation* of Sarah Taylor as **504 Compliance Officer**, effective September 2, 2025.
VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPOINT 504 COMPLIANCE OFFICER: Acting on the recommendation of the Superintendent - Motion made by Michelle Kelley, seconded by Tim Hand - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints Thomas Emrich as the **504 Compliance Officer** for the 2025-26 school year.
VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPOINT 2025-26 ADVISORS: Acting on the recommendation of the Superintendent – Motion made by Max Gilluly, seconded by Jamie Willson - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints the following Coordinators/Advisors for the 2025-26 school year, pay as per GVEA contract:

- Creative Arts Festival Advisors (1 of 2) ~ *Alva Robbins*
- High School Student Council Advisor ~ *Alayna Ebert & Jenn Turybury* (split pay)
- Color Guard Advisor ~ *Alva Robbins*

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPOINT 2025-26 DEPARTMENT COORDINATOR: Acting on the recommendation of the Superintendent - Motion made by Tim Hand, seconded by James Cartwright - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints the following Department Coordinators for the 2025-26 school year, pay as per GVEA contract:

- Art / Music ~ *Nicole Norasethaporn*

VOTE: Yes 6, No 0, Abs. 1 (Shawn Grusendorf) Motion carried.

APPROVE LEAVE OF ABSENCE: Acting on the recommendation of the Interim Superintendent - Motion made by Max Gilluly, seconded by Jamie Willson - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves leave of absence request for ***Kaitlyn Bailey*** from her position of Reading Intervention Teacher, for the period of on or about January 5, 2026 until on or about April 20, 2026.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPROVE MENTORS: Acting on the recommendation of the Interim Superintendent - Motion made by Michelle Kelley, seconded by Shawn Grusendorf - BE IT RESOLVED that the Board of Education of Genesee Valley Central School approves the following Mentors:

Mentor:

Tracie (Bliven) Deichmann
Chelsey Aylor
Alicia Bockmier

Mentee:

Dr. Paige Kinnaird (Superintendent)
Sarah Taylor (Elementary Principal)
Thomas Emrich (CSE/CPSE Chairperson)

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

APPOINT SUBSTITUTE INTERNAL CLAIMS AUDITOR: Acting on the recommendation of the Interim Superintendent - Motion made by Michelle Kelley, seconded by Max Gilluly - BE IT RESOLVED that the Board of Education of Genesee Valley Central School appoints Amber Edmund as ***Substitute Internal Claims Auditor*** at the rate of pay of \$11.23 per day during the 2025-26 school year.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

INFORMATIONAL/DISCUSSION:

Upcoming Board Meetings:

- Tuesday, October 14, 2025 at 5:30 p.m. – Regular Meeting & Work Session (send any topic ideas you want to discuss to either Dr. Kinnaird or Pam Winterhalter)
- Tuesday, November 18, 2025 at 5:30 p.m. - Regular Board of Education Meeting

Informational / Discussion:

- ***Opening Enrollment*** on September 2, 2025 for Grades PK3-12: (626) District Wide = (595) Grades PK3-12 and (31) District students attending other schools or Home School
- Friday, October 4th & Saturday, October 5th - ***Homecoming Weekend***
- Board Goals

ENTER INTO EXECUTIVE SESSION: Motion made by Tim Hand, seconded by James Cartwright - BE IT RESOLVED that the Board of Education of Genesee Valley Central School suspends the regular order of business at 6:29 p.m. to enter into executive session for the purpose of Personnel discussion.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

EXIT EXECUTIVE SESSION: Motion made by Shawn Grusendorf, seconded by Michelle Kelley - BE IT RESOLVED that the Board of Education of Genesee Valley Central School exit executive session and resumes regular order of business at 7:34 p.m.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

ADJOURNMENT: Motion made by Michelle Kelley, seconded by Shawn Grusendorf - BE IT RESOLVED that the Board of Education of Genesee Valley Central School adjourns the regular meeting at 7:34 p.m.

VOTE: Yes 7, No 0, Abs. 0 Motion carried.

Respectfully submitted by:

Pamela Winterhalter, District Clerk