OLEAN CITY SCHOOL DISTRICT
Board of Education Work Session
Tuesday, December 9, 2025 –6:30 p.m.
Olean Intermediate Middle School ✦ 401 Wayne Street ✦ Olean, NY 14760
Generated by Jackie Reed on Wednesday, December 10, 2025

1. ATTENDANCE
A. Members present: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young
Others Present: Dr. Genelle Morris (Superintendent), Jenny Bilotta (Business Administrator), District Clerk (Jackie Reed)
Guests: Jen Mahar, Tammy Martin, Maureen DiCerbo, Karen Fox, Rich DiMartino, Kellen Quigley, Margaret Buff, Mairin Cleary, Chloe Stitt, Isabelle West, Ava West, Anne Raymond, Bryan Raymond, Alex Jensen, Kailee hadley, Nakaia Manning, Lailla King-Roger

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 with an amendment to include 8. DISCUSSION, Item C. Live Streaming of Board of Education Meetings and then accept it.
Motion by Lee W Filbert, 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 - None
B. Commendations
Student BOE Member Ava Moses received a full four-Year QuestBridge Match Scholarship to the University of Chicago. Congratulations Ava!
Senior Mia Sibilio was named Youth of the Week by the Cattaraugus County Youth Bureau! Congratulations, Mia!.

4. PUBLIC COMMENT
A. Public Comment - None

5. STUDENT MEMBER'S REPORT
A. Olivia Black - Student BOE Member
Olivia Black participated in the Cookies with Santa at WW on December 5th. The event was festive and well attended and offered treats, games, activities and pictures with Santa.

B. Ava Moses - Student BOE Member
Ava Moses also attended Cookies with Santa at WW on 12/5 and reported that the students were excited to be there with their teachers outside of the classroom. She said that it was amazing to see how happy the students were to break out from work and have fun with their teachers and that they seemed genuinley happy at their school.

6. BOARD REPORT
Cathy Young - BOE President
A. OIMS Tour - The BOE president thanked Mrs. DiCerbo and the other personnel at OIMS for the tour, noting that there are wonderful assets in the building, including music and sports programs.
B. BOE Retreat - The Board of Education Retreat was held on December 2, 2025, where members discussed the Congruence Committee work and met with Dr. Jeff Rabey.
C. Survey - Congruence - A survey asking stakeholders (parents and teachers) to express their opinions on how to spend the additional 15 minutes added to the OTA contract, and how to make that time meaningful for students. The Congruence Committee will meet on January 14, 2026, in the OHS Cafeteria for the results of that survey and share with the Congruence Committee, Admin and members of the community. The BOE is very interested in community engagement and hoping for input from the community.

7. SUPERINTENDENT'S REPORT
A. Fall Sports Banquet - The Fall Sports Banquet was held ion November 10, 2025, to celebrate fall sports programs. Congrats to all athletes!
B. There are many events and activities throughout the district to celebrate the Holidays.
- 4th, a presentation of "I Want a Hippopotumus for Christmas" was held at OHS and attended by our elementary students.
- WW and OIMS have held their Winter concerts.
- East View holiday concerts will be on Thursday, December 11th and Friday, December 12th.
- Olean High School will be on Wednesday, December 17th.

Faculty, staff, BOE members and community members are encouraged to attend.

8. DISCUSSION ITEMS
A. Camp Husky

5th Grade Teacher, Tammy Martin, presented on Camp Husky and asked for the BOE's continued support. Mrs. Martin outlined the program sharing the events and activities for students, including: geocaching, campfires, dance parties, bugerflies & Buggs (by park personnel), Nutrition and cooking (Farm to School Staff), kayaking, Creek Critters, and various other activities. All 5th Grade students are able to attend the 2 day event, and each student receives a t-shirt designed by one of the students through a contest. This program is funded mostly by the Olean Schools Foundation, but also through a BOCES Coser, NYS Parks Grant (transportation and fees) and a small grant from Wal-Mart.
There was a discussion about extending the length or having Seniors as camp counselors, but that is not possible due to staffing issues and exams for Seniors.

9. COMMITTEE CHAIR REPORTS
A. Curriculum 11/19/25
Aubree Malick, Chairperson shared the minutes of the 11/19/25 Curriculum Meeting

10. CONSENT AGENDA
A. Meeting Minutes
B. CPSE Recommendations
C. CSE Recommendations
D. Warrant Report
E. Treasurer's Report
F. Claims Audit Report
G. Approval of Consent Agenda
Upon the recommendation Dr. Genelle Morris, Superintendent of Schools, to approve items A - F on the consent agenda.
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

11. NEW BUSINESS
A. Policy #5413 - (Audit & Finance)
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools and the Audit & Finance Committee to waive the second reading and approve the updates to policy #5413 - Procurement-UGG Federal Awards.
Motion by Kevin Stevens, 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

B. Policy #5674 and Policy 5851 (Technology)
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, and the Technology Department, to waive the second reading and approve the updates recommended by E1B for Policy #5674 - Data Networks and Security Access and the adoption of Policy 5851 - Cybersecurity Incident Response.
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

C. Approve Transportation Agreement
Upon the recommendation of Dr. Genelle Morris, Superintendent, to approve the contract with Joseph Muccio Transportation, to provide school transportation of McKinney Vento students for the period of 12/10/25 to 6/25/26.
Motion by Rene' Garrison, 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

12. PERSONNEL

A. Approve Tenure Correction - J. Myers
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, due to a clerical oversight, to amend the motion passed on June 25, 2024 within "Personnel - Item A" regarding the appointment of Jessica Myers to the position of Elementary Teacher. The motion passed on June 25, 2024 states in part the following:
Probationary Appointment to the Special Education Tenure Area; 7/1/2024 - 6/30/2028 eligibility for tenure at the end of the probationary period is dependent on the employee receiving APPR ratings of Effective or Highly Effective in at least 3 of the 4 preceding years and no Ineffective composite or overall rating in the final year.
The motion is moved to be amended by striking "the Special Education Tenure Area" and inserting "the Elementary Tenure Area." The Board further adds: "This probationary appointment is due to Ms. Myers' written consent to a voluntary transfer from the Special Education Tenure Area to the Elementary Tenure Area." The amended resolution therefore will state:
Probationary Appointment to Elementary Tenure Area; 7/1/2024 - 6/30/2028 eligibility for tenure at the end of the probationary period is dependent on the employee receiving APPR ratings of Effective or Highly Effective in at least 3 of the 4 preceding years and no Ineffective composite or overall rating in the final year. This probationary appointment is due to Ms. Myers' written consent to a voluntary transfer from the Special Education Tenure Area to the Elementary Tenure Area

Motion by Mary Hirsch-Schena, 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

B. Personnel Consent Agenda
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Personnel Consent Agenda:

-Dec-25									
Resignations:									

Last Name	First Name	Position	Effective				Comments		
Mason-Varner	Lori	Teacher	11/1/2025				Retirement		
Giberson	Christie	Teacher Aide	12/1/2025				resigned before started		
Classified Appointments:									
Last Name	**First Name**	**Position**	**Effective**	**Hours**	**Salary/Wages**	**Replacing**	**Certification Information**	**Building**	
Austin	Mikaela	Teacher Aide	12/4/2025	5.75	$17.18		Probationary	EV	
Stillman	Michael	Teacher Aide	12/9/2025	5.75	$17.18		Probationary	OIMS	
Loop	Karen	Food Service Helper	1/5/2026	4			Permanent	OHS	*reduced hours from 5.75/day
Leonard	Morgan	Teacher Aide	12/9/2025	5.75	$17.18		Probationary	EV	
Tilly	Landon	Teacher Aide	1/5/2026	5.75	$17.18		Probationary	WW	
Certified Appointments:									
Last Name	**First Name**	**Position**	**Effective**	**Hours**	**Salary/Wages**	**Replacing**	**Certification Information**	**Tenure Area/Date**	
Coaching and Extra-Curricular Appointments:									
Last Name	**First Name**	**Address**	**Position**	**Effective**	**Hours**	**Salary/Wages**	**Replacing**	**Certification Information**	
Burrows	Marissa		Varsity Cheerleading	11/17/25 - 1/4/2026		$1,252.44		Pro-rated due to leave of absence	
Van Deusen-Farwell	Corie		Varsity Cheerleading	1/5/2026 - 2/28/2026		$1,008.70		Pro-rated - covering for MBurrows' leave of absence	

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

13. INFORMATIONAL MEETINGS

A. Upcoming Meetings

Audit & Finance	12/18/25	4:00	BOE Conference Rm.
Buildings & Grounds	1/6/26	4:00	BOE Conference Rm.
Operations	1/12/26	4:30	BOE Conference Rm.
BOE Regular Meeting	1/13/26	6:30	BOE Conference Rm.
Congruency Forum	1/14/26	3:15	OHS Cafeteria

14. EXECUTIVE SESSION

A. Exit meeting to go into Executive Session
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to exit the regular session at 8:10 pm to enter Executive Session at 8:17 for the purposes of Items, #3, #4, and # 6.
Motion by Julio Fuentes, 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

B. Exit executive session to reconvene to board meeting
To adjourn from executive session at 9:41 p.m. and reconvene to Regular BOE meeting.
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

C. Administrative Leave
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to continue the administrative leave of a particular person, which began on December 3, 2025.
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

15. ADJOURNMENT
A. Motion to adjourn from the regular meeting at 9:43 p.m.
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

Respectfully submitted,



District Clerk