OLEAN CITY SCHOOL DISTRICT
Board of Education Work Session
Tuesday, October 14, 2025 –6:30 p.m.
East View Elementary School ✦ 690 Spring St. ✦ Olean, NY 14760
Generated by Jackie Reed on Wednesday, October 15, 2025

1. ATTENDANCE

A. Roll Call
Members Present: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Julio Fuentes, Rene' Garrison, Mary Hirsch-Schena, Aubree Malick, Kevin Stevens, Catharine Young, Olivia Black (Student Member), Ava Moses (Student Member).
Others Present: Dr. Genelle Morris (Superintendent), Jenny Bilotta (Business Administrator), District Clerk (Jackie Reed)
Guests: Kellen M. Quigley, Megan Silvers, Debra Silvers, Karen Fox, Lauren Stuff, Rich DiMartino, Kaylee Hadley, Jazmyne Brantley

2. OPENING ITEMS

A. Call to Order at 6:33 PM
B. Pledge of Allegiance Led by Alex Calbi
C. Silent Prayer or Moment of Personal Reflection
Cameron Poe, an Olean student who passed away in September and Sophia LaBorde, an Olean student battling cancer were remembered during the Moment of Prayer or Silent 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 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

3. COMMUNICATIONS, COMMENDATIONS AND WELCOME

A. Communications
The District students and staff wore purple and raised funds on September 24th to show their support to the family of Camron Poe, an Olean student who passed away due to an accident on September 14, 2025. Please keep Camron's family in your thoughts and prayers at this difficult time.

On October 2nd, the OCSD showed its support by wearing green. Sophia LaBorde has been fighting a rare form of liver cancer for the past 3 years. She has shown incredible courage throughout her journey and displays unimaginable strength every single day. We ask everyone in the Husky community to keep them in their thought and prayers.

B. Commendations
The Olean Music Boosters hosted Olean Graduate Bill Easley and his trio on September 17th. About 550 people attended the performance. On Tuesday, September 16th, prior to the event, Mr. Easley met with several Olean music students to discuss "life and music". The benefit show raised $1,632 each for both the Olean Music Boosters and the VWF. Thank you to the Olean Music Boosters and Linda Edstrom for organizing this event showcasing the talents of our graduates!

The District recieved a letter from JCC expressing profound gratitute to Jen Mahar for her support of the Olean Family YMCA Remote Area Medical (RAM) clinic on September 13th and 14th. The clinic was able to provide 416 patients with free medical, dental, and vision care. Olean provided school buses to transport patients to the clinic.

4. PUBLIC COMMENT
A. None
B. OTA Updates
Karen Fox, President of the OTA, shared a report of the events and activities that OTA members participate in both in school, throughout the community and during their free time, noting that teachers are an essential partner in our vibrant and resiliant community.

5. STUDENT MEMBERS' REPORTS
A. Olivia Black reported on Homecoming which was held on September 20th. Olivia was part of the set up and clean up and was proud of the great turnout. The dance was longer than usual, and held in the Aux Gym and Cafeteria from 8 to 10:30. Students began to sing when a glitch was experienced with the sound system.

B. Ava Moses reported on the Pink-Out events for the month of October which support awareness of breast cancer. All sports teams are holding pink-out games to raise funds for Olean famililes affected by Breast Cancer.

6. BOARD REPORT
A. Cathy Young, BOE President, thanked Heather Keller for her hospitality hosting the BOE and providing a building tour of East View.

B. The ACASB fall dinner was held in September and attended by Dr. Morris, Cathy Young, Betty Burrows and Mary Hirsch-Schena.

C. On October 6th, the Board held a work session to review proposed by-laws and resolutions that NYSSBA will send to the state. Cathy shared a brief description of the resolutions that the district was supporting including Child Abuse Training for all students, and Financial Literacy being incorprated into Curriculum, to name a couple. Cathy Young will attend via zoom on Thursday, October 16th. Mary Hirsch-Schena asked Cathy to share her notes on the meeting and all resolutions with the BOE.

D. JCC is interested in scheduling a visit from the BOE. The BOE submitted their availablity and the date has been confirmed for Monday, November 17th from 4:00 to 5:00 p.m.

E. The Health & Safety commitee meeting was held on September 17th.
- Dr. Morris, Mike Martel and Cathy Young will be co-chairs.
- The focus of this meeting was the Concussion Safety Committee. Volunteers are still needed for that Committee.
- The District-wide safety plan is on the website for review.
- Details are available in the meeting minutes.

7. SUPERINTENDENT'S REPORT
A. The ACASB Fall Dinner was attended by Dr. Morris, Cathy Young, Betty Burrows, and Mary Hirsch-Schena, with Dr. Morris was a panelist. The focus was the Regionalization Plan, which as been printed and will be shared when released. This plan will determine how Regionalization will move forward and how it will effect the District and programing. Other topics discussed included the importance of Student BOE members, and cell phone policies.

B. Dr. Morris attended the NYSCOSS Conf on September 28, 29 and 30th, which was held in Saratoga Springs with topics of:
- Leading and Learning at the Pace of Change - How to Compliment the Practice of Leading Where you Are. Noting that Leadership will flourish when people are inspired.
- Other topics included Portrait of a Graduate, and Financial Literacy and how to incorporate into curriculum.

- Dr. Morris had a chance to speak with Commisioner Betty Rosa, the Sr. deputy Commissioner, Dr. Jeffrey Mattieson, and another Deputy Commissionerr, David Hamilton.

C. Congruence Committee

- The Congruence Committee time study is being facilitated by WNYESC and Jeff Rabey. to have conversations about extended school day and student/teacher time. Teachers, parents and community members will be invited to an event centered around this topic on Thursday, November 13th.
- This work will take a while to get all of the feedback on how to use this time for the benefit of our students. This year, being used for teacher collaboration, with the additional student/teacher time beginning with th 26-27 school year.
- The tentative timeline for this work is:
    - November/ December - Discussion
    - January / February - Options
    - February/March - Presented to the BOE for consideration
    - Spring/Summer - Implementation

D. Commissionar Rosa's Visit to CA BOCES

On Thursday, October 9th, NYSED Commissioner Betty Rosa visited CA BOCES and Portville CSD to look at Project-Based Learning and ways to integrate CTE into instructon and curriculum. She interviewed students and stated that she was very impressed by CA BOCES students, and noted how wonderful our Region is.

E. School Board Appreciation Week

Dr. Morris acknowledged School Board Appreciation Week and thanked the BOE members for their time, committment and dedication to the students.
Token gifts from buildings and students were presented to BOE members, as well as a certification from the New York State School Board Association (NYSSBA).
An article was published in the Olean Times Herald on Tuesday, October, 14, 2025, outlining appreciation, duties and members of the Olean City School District BOE.

8. DISCUSSION ITEMS

A. Drescher & Malecki Audit Presentation

Corey Sveinsson-Skobel, CPA, from Dresher and Malecki presented on the June 30, 2025, year-end audit, addressing the four points of the audit:

- Basic Financial Statements were provided by management, reviewed and there were no reportable findings.
- The Management Letter, which is a note from the auditors to the District as to what to look for in the next year.
- Auditory Communications which is what the auditor's responsibilites are to gain assurance and provide an option. They are independent from the district and everyone signs off attesting to such.
- Extraclassroom Activity Report, which is a review of all student activity clubs where receipts and reimbursements are reviewed and this returned a clean report, with no notable findings.

9. COMMITTEE CHAIR REPORTS

A. Audit & Finance

Kevin Stevens, Chairperson, shared the details of the minutes from the September 18th Audit & Finance meeting.
There was a short discussion about the HR position. Only one candidate was provided from the Civil Service list, so the position was posted and applications will be acceted through October 15th.

B. Buildings & Grounds

Mary Hirsch-Schena, chairperson, shared the details of the October 7th, 2025, Buildings & Ground meeting minutes.

All Buildings & Grounds meetings have been moved to 4:00 for the remainder of the 25-26 school year.

10. CONSENT AGENDA

A. Meeting Minutes

- Regular BOE Meeting Minutes from September 9, 2025
- Health & Safety Committee Meeting Minutes from September 17, 2025
- Audit and Finance Committee Meeting Minutes from September 18, 2025
- Buildings & Grounds Committee Meeting Minutes from October 7, 2025

B. CPSE Recommendations

C. CSE Recommendations

D. Warrant Report

E. Treasurer's Report

F. Claims Audit Report

G. Budget Transfer Reports

H. Substitute List: April Eaton, Ainslie Gardner, Christian Meeder, Kathy Searles, Penny Calhoun, Jocelyn Dailey, Jena Dodge

SUBSTITUTES FOR BOARD APPROVAL - October 14, 2025		
POSITION DESCRIPTION	EMPLOYEE NAME	CERTIFICATION/DEGREE
CERTIFIED SUBSTITUTE TEACHER		
SUBSTITUTE TEACHER	Eaton, April	Childhood Grades 1-6
NON-CERTIFIED SUBSTITUTE TEACHER		
SUBSTITUTE TEACHER	Gardner, Ainslie	Bachelor's
SUBSTITUTE TEACHER	Meeder, Christian	Bachelor's
SUBSTITUTE TEACHER	Searles, Kathy	
SUBSTITUTE TEACHER AIDE		
SUBSTITUTE TEACHER AIDE	Calhoun, Penny	n/a
SUBSTITUTE TEACHER AIDE	Daley, Jocelyn	n/a
SUBSTITUTE TEACHER AIDE	Dodge, Jena	n/a

I. Surplus Equipment

J. Approval of Consent Agenda

Upon the recommendation Dr. Genelle Morris, Superintendent of Schools, to approve the consent agenda items A. - I.

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

11. NEW BUSINESS

A. BOCES Lease Agreement

Upon the recommendation of Dr. Genelle Morris to approve the Lease/Rental Agreements with CA Boces for the 25-26 school year.

Motion by Lee W Filbert, 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

B. Approve Volunteer Applications

Upon the recommendation of Dr. Genelle Morris to approve the volunteer applications for:
WW -Sannie Adams
EV -Carol MacWilliams, Elizabeth Palumbo, Greg Sassone, Kristy Sassone, Ashlie Flanigan, Angela Livoto, Heather Kinniard, Kelly Keller, and Ann Anderson.

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

C. Construction Management Services Contract
Upon the recommendation of Dr. Genelle Morris to approve the Construction Management Services Proposal from Campus Construction for the 2025 Capital Improvement Project.
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

D. Transportation Resolution
RESOLUTION NO. 26019
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 2025-2026 School Year, including transportation for students requiring specific accommodation such as aides, specialized equipment, or specialized vehicles; and
WHEREAS, the proposed contracts, C5083, C5084, and C5085 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 2025-2026 School Year.
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 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

E. Approve Tuition Reimbursement - DiMartino
Rene' Garrison noted that Mr. DiMartino received a scholarship for 20% reduction in tuition due to OCSD's partnership with St. Bonaventure University.
Moved by Genelle Morris, Superintendent, to approve the reimbursement of tuition to Richard DiMartino, per the OASA contract, in the amount of $2,148 for completion of administrative courses at St. Bonaventure University Spring 2025 Semester, for a total of 3 credit hours.
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

F. NYSLRS Standard Work Day and Reporting Resolution
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the NYSLRS Standard Work Day and Reporting Resolutions for Appointed and Elected Officials as it

applies to the District Clerk.
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

G. Approve Washington Club Overnight Application

A discussion occurred with the following points:
All 8th grade students are invited to attend, and are informed that financial concerns would be addressed with options for raising funds. Depoits were due by Sept. 26th.
This trip is an Olean-sponsored trip and all chaperones will be Olean Employees including teachers, a Nurse and an SRO.
A question about offering this to students in higher grades was asked, but it was noted that the Coser that applies to this trip is for 8th grade students.
A question about a back-up plan if Washington isn't an option in the spring. This will be discussed, if needed, as the trip becomes closer, in hopes that thecurrent situation in Washington will be resolved by then.
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Washington Club trip to Washington, DC March 25 - 27, 2026.
Motion by Julio Fuentes, 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

H. Approve the Affiliation Agreement with Lackawanna College Health Sciences Dept.
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the Affiliation Agreement with Lackawanna College Health Sciences Department for the period of July 8, 2025 to June 30, 2030.
Motion by Mary Hirsch-Schena, 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

I. Approve Audit Report
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, and the Audit and Finance Sub Committee, to accept and place on file the Olean City School District’s Audit Report for the 2024-2025 school year as prepared by Drescher & Malecki, Certified Public Accountants.
Motion by Rene' Garrison, 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

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

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

14-Oct-25									
Resignations:									

Last Name	First Name	Position	Effective				Comments		
Greene	Andrew	Teacher Aide	8/27/2025						
Stayer	Colleen	Teacher Aide	9/27/2025						
Auman	Christopher	JV Boys Basketball	25-26 year						
Doxey	Ashley	Teacher Aide	8/24/2025				took new position as Teaching Assistant		
Krulish	Wendy	RN	11/8/2025						
Snyder	Tobi	NYSSMA ALL STATE, Grade 7-9 String Instrument	7/1/2025						
Leave of Absence:									
Last Name	**First Name**	**Position**	**Effective**				**Comments**	**Building**	
Leave of Absence:									
Last Name	**First Name**	**Position**	**Effective**				**Comments**		
Classified Appointments:									
Last Name	**First Name**	**Position**	**Effective**	**Hours**	**Salary/Wages**	**Replacing**	**Certification Information**	**Building**	
Person	Anthony	Teacher Aide	9/29/2025	5.75	$17.18/hour		Probationary	OIMS	
Lozynska	Elina	Teacher Aide	9/22/2025	5.75	$17.18/hour		Probationay	EV	
Logue	Krista	Senior Food Service Helper	9/22/2025	5.75	$0.27/hour		Probationary	OHS	
Kruse	Kimberly	Teacher Aide	10/14/2025	7.5	$25.56/hour	Colleen Stayer	Permanent	OHS	**changed to full-time from part-time
Neeson	Kathleetn	Senior School Nurse	9/29/2025		$7,000.00		Permanent	District Wide	
LeRoy	Garen	Teacher Aide	9/24/2025	5.75	$17.18/hour	Amy Buckner	Probationary	OHS	
Certified Appointments:									

Last Name	First Name	Position	Effective	Hours	Salary/Wages	Replacing	Certification Information	Tenure Area/Date	
Lapi	Cole	Mathematics Teacher	8/27/2025		Step 4		Mathematics 7-12 Transitional B Certificate	Probationary Appointment to the Mathematics Tenure Area; 8/27/25 - 8/26/29; Mr. Lapi will be eligible for tenure at the end of the 4 year probationary period.	

Coaching and Extra-Curricular Appointments:

Last Name	First Name	Address	Position	Effective	Hours	Salary/Wages	Replacing	Certification Information	
Spears	Tracey		RTI Coordinator - EV	10/15/2025		$860.00			
Zetwick	Charmaine		IMS SAC Advisor	25-26 school year		$3,171.00			
Talbot	Ryan		Challenge 24 - OIMS (split)	25-26 school year		$403.00			
Gumtow	Kelly		Teacher in Charge - WW	10/15/2025		$860.00			
Hoffman	Ellie		RTI Coordinator - WW	10/15/2025		$860.00			
Brooks	Lisa		Challenge 24 - WW (split)	10/15/2025		$367.00			
Chamberlain	Emily		Challenge 24 - WW (split)	10/15/2025		$403.00			
Ventura	Sally		Literacy Journal	10/15/2025		$636.00			
O'Brien	Kellie		Art Club (Co-Advisor)	10/15/2025		$318.00			**now splitting position
Ermer	Stacie		Art Club (Co-Advisor)	10/15/2025		$318.00			**now splitting position
Burrows	Terry		JV Boys Basketball	25-26 school year		$3,603.00			

Zerniak	Lance		Modified Wrestling	25-26 school year		$2,543.00			
Van Deusen-Farwell	Corie		JV Cheerleading	25-26 school year		$1,484.00			
Boyle	Susan		NYSSMA ALL STATE, Grade 7-9 String Instrument	25-26 school year		$424.00			
Harris	Andrea		All County, Grade 5-6 Vocal	25-26 school year		$848.00			
Harris	An drea		NYSSMA Solo Festival, County, Vocal	25-26 school year		$424.00			
Harris	Andrea		NYSSMA Solo Festival, State, Vocal	25-26 school year		$424.00			
Harris	Andrea		NYSSMA ALL STATE, Grade 7-9 Vocal	25-26 school year		$424.00			
Terminations:									
Last Name	**First Name**	**Address**	**Position**	**Effective**				**Comments**	
Beatty	Denzil		Teacher Aide	9/26/2025				vacated position	
Link	Keyonna		Teacher Aide	9/26/2025				vacated position	
Autieri-McLeod	Emily		Teacher Aide	9/26/2025				vacated position	

13. INFORMATIONAL MEETINGS

A. Upcoming Meetings:

Audit & Finance 10/16/25 4:00 BOE Conf. Rm.
Operations 10/20/25 4:30 BOE Conf. Rm.
Buildings & Grounds 11/4/25 4:00 BOE Conf. Rm.
Curriculum 10/30/25 4:00 PLC Conf. Rm.
Operations 11/10/25 4:30 BOE Conf. Rm.
WW Tour for BOE 11/18/25 5:30 WW Office
Regular BOE Meeting 11/18/25 5:30 WW 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 7:33 pmto enter Executive Session for the purposes of Item #3. No one will be invited to join the session.

Motion by Kevin Stevens, 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

B. Exit executive session to reconvene to board meeting
To adjourn from executive session at 7:52 p.m. and reconvene to Regular BOE meeting.
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

15. ADJOURNMENT
A. Adjourn from Regular Meeting at 7:52 pm.
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

Respectfully submitted,



Jacqueline Reed
District Clerk