Olean City School District

Buildings & Grounds Sub Committee Meeting
Tuesday, March 31, 2026

Generated by Jackie Reed on Wednesday, April 1, 2026

1. CALL TO ORDER

A. Attendance

Present: Mary Hirsch-Schena (Chairperson) Alex Calbi, Aubree Malick, Dr. Genelle Morris, Jenny Bilotta, Mark Huselstein, Julio Fuentes, Jackie Reed

B. Call to order at 4:02 p.m.

2. AGENDA ITEMS

A. Policy Review

Policy #5634 has been approved by the attorney and will be sent to the April 21, 2026, BOE meeting for approval.

The application for honorees will be housed in the newly completed Regulation Manual.

B. Letter of Intent - WW Playground

WW is getting a new playground behind the school, and there is a possibilty that this could be installed this summer.

The plans have been submitted to the State and approval is expected by the end of April.

The Letter of Intent allows the vendor to begin to order supplies and equipment.

If not approved by State, the installation will be in 2027 and the equipment will be stored for installation.

May 26th is the projected demolition day if the state approves.

The playground will be age-appropriate for PK - 3.

Phase 1 is the playground.

Phase 2 - picnic tables, shaded areas. This may be able to be done by our maintenance department later.

The drainage work being completed will allow the students to use this facility more often.

This is the same company that built the playground for OIMS and EV - Parkitect.

C. May 5th Meeting Rescheduled

The May 5th Buildings & Grounds meeting is going to be moved to May 12th to accommodate the new date for the May Board of Education date.

D. The Don Scholla Dedication Ceremony is planned for 5/18 at 3:30.

3. ADJOURNMENT

A. Adjournment at 4:20 pm

The next meeting is scheduled for 4:00 p.m. Tuesday, May 12, 2026, in the Board Conference Room.

OLEAN CITY SCHOOL DISTRICT

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April 1, 2026

RE: Parkitects Letter of Intent- Olean CSD Washington West Playground and Site Renovations

To Whom it May Concern:

The Olean City School District has been collaborating with Parkitects throughout the design process for the Washington West Elementary School playground and associated site work. At this time, the design documents have been submitted to the New York State Education Department (NYSED) for review.

Pursuant to NYSED regulations, the District is required to obtain formal approval from NYSED prior to entering into any binding contracts. However, the District wishes to advise you of its full intent to proceed with the procurement of labor and materials associated with the scope of work developed collaboratively by Campus Construction Management and Young + Wright Architectural and your representatives, pending successful NYSED review and approval. All procurement will be conducted through approved procurement policies, including OGS or other cooperative purchasing agreements, as applicable.

Please consider this correspondence as a formal letter of intent indicating the District's intention to enter into a contract with Parkitects upon receipt of NYSED approval.

Sincerely,

Genelle Morris

Dr. Genelle Morris
Superintendent