

BELFAST CENTRAL SCHOOL
BOARD OF EDUCATION RE-Organizational MEETING MINUTES
July 14, 2026

School Board Members Present: Becky Backer, Jonathan Barney, Randa Harrington Ashley Moore, Josie Preston

Absent: Marc Smithers, Russ Calanni

District Personnel: Wendy Butler Ed. D, Superintendent, Rick Bull, 5-12 Principal, Chelsey Aylor, PK-4 Principal, Keegan Harrington, Business Manager, Gina Larrabee, District Clerk

Others: Mary Paulsen

At 5:31 p.m. the meeting was called to order by Clerk of the Board.
Pledge of Allegiance

**Election of
Officers/Oath of
Office**

Clerk of the Board called for nominations for President.

Nomination by Randa Harrington, seconded by Becky Backer nominated Josie Preston as President of the Belfast Central School Board of Education.

Unanimously Carried

Clerk of the Board called for nominations for Vice President.

Nomination by Becky Backer, seconded by Josie Preston nominated Randa Harrington as Vice President of the Belfast Central School Board of Education.

Unanimously Carried

Clerk of the Board Administered the Oath of Office to Josie Preston, President, Randa Harrington, Vice President, Dr. Wendy Butler, Superintendent, Keegan Harrington, Business Manager. Keegan Harrington administered oath to Gina Larrabee, District Clerk.

Financial

Keegan Harrington, Business Manager, presented Budget Status and Revenue Status reports, May warrants and Claims Audit report, and May Treasurer's Reports. Mr. Harrington presented and discussed 2026-27 School tax information. Mr. Harrington also spoke about getting a good trade in for the mower, and fixing the bus lift.

Leadership Reports

Principal Chelsey Aylor presented the AIS Plan, Teacher Aide Handbook, and RtI Handbook citing minimal changes and updates.

Principal Rick Bull discussed June 2026 regent's results, as well as 4th quarter honor roll, high honor statistics, and the 4th quarter discipline report. He presented changes to the Class Advisor, Faculty, and Substitute Handbooks also citing minimal changes. Mr. Bull spoke about modifications to the Washington/Gettysburg trip. The trip will be split to manage costs and still provide the same experience for all students.

Dr. Wendy Butler presented the Extracurricular and Coach's Handbooks. She presented the 2025-26 Special Education Report and 2026-27 Special Education Plan. Dr. Butler provided the AED (Public Access Defibrillation (PAD) Program and Cardiac Emergency Response) Plan for approval. She spoke about a long-range capital improvement project plan and building and parking lot improvements that are needed.

Consent Agenda

Motion by Becky Backer, seconded by Randa Harrington, adopted the following Consent Agenda Items as recommended by the superintendent: Unanimously carried

Approved the minutes from the June 9, 2026, meeting.

Approved the May 2026 Treasurer's Reports.

Upon the recommendation of the Superintendent, approved the CSE/ CPSE/ 504 committee recommendations as presented.

Approved the 26-27 District Safety Plan
 Approved the 26-27 Special Education Plan
 Approved the Class Advisor Handbook for the 26-27 school year
 Approved the District AIS Plan for the 26-27 school year
 Approved the Teacher Aide Handbook for the 26-27 school year
 Approved the Faculty/Staff Handbook for the 26-27 school year
 Approved the 26-27 GVBC Extracurricular Handbook
 Approved the 26-27 GVBC Coaches Handbook
 Approved the 26-27 RtI Handbook
 Approved the 26-27 Substitute Handbook
 Approved the Workplace Violence Statement
 Approved the AED Plan
 Approved the re-adoption of Policy 5220: District Investments for the 26-27 school year
 Designated the Olean Times Herald as the official school newspaper for the 26-27 school year
 Approved re-adoption of all present policies for the 26-27 school year
 Approved the regular board meeting day(s) and time(s) for the 26-27 school year as the second Tuesday of the month at 5:30 p.m., except for August, April, and May.

- There will not be a meeting in August.
- The April meeting will be held on the third Tuesday in April (to accommodate the BOCES budget vote and election) at 5:30 p.m.
- In May, the BOE will meet on the second Tuesday of the month at 5:30 and the third Wednesday in May at 4:00 p.m. to accept the Belfast budget results.

 Authorized the Superintendent to enter into contracts with service providers to obtain special education services per individual student IEPs for the 26-27 school year
 Approved the UPK Lottery Process for the 26-27 school year
 Approved the identified professional learning opportunities for the 26-27 school year:

- Authorized the Superintendent to approve all conferences and workshops for District personnel.
- Authorized the Superintendent to attend and authorize the district to pay for any associated expenses for attendance at NYSCOSS and NYSSBA conferences, as well as local professional workshops and conferences.
- Authorized members of the Belfast Central School Board of Education to attend and authorize the district to pay for any associated expenses for attendance at NYSSBA conferences, as well as local professional workshops and conferences.

 Approved an MOA with the Belfast Teachers' Association regarding contractual pay schedule.

Board Actions
Annual
Appointments

Motion by Randa Harrington, seconded by Jonathon Barney, adopted the following Consent Agenda for Annual Appointments for the 26-27 school year, as recommended by the superintendent:
 Unanimously carried

<i>Appointed Position</i>	<i>Person/ People</i>	<i>Compensation (if applicable)</i>
19A Bus driver certifier	Jeremy Marsh	\$1,361
Access Public Records Officer	Gina Larrabee	Contractual
Adopter Free & Federal Lunch	Keegan Harrington	Contractual
Anti-Harassment Officer	Teresa Heaney	Contractual
Asbestos Designee	Jason Hamer	Contractual
Attendance Officer	Rick Bull	Contractual
Auditor Extra-Curricular	Rick Bull	Contractual
Authorization to sign checks	Wendy Butler Keegan Harrington	Contractual
Authorized Electronic Check Signatures	Wendy Butler Keegan Harrington	Contractual
Board Clerk	Gina Larrabee	\$3,243.79
Budget Transfers Officer	Wendy Butler	Contractual
Chemical Hygiene Officer	Amy Brundage	Contractual

Chief Faculty Counselor	Rick Bull	Contractual
Chief Fiscal Officer	Wendy Butler	Contractual
Chief Information Officer	Wendy Butler	Contractual
Civil Rights Coordinator/ Compliance Officer	Chelsey Aylor	Contractual
Clerk Pro Tem (in the absence of the District Clerk)	Wendy Butler	Contractual
Data Protection Officer	Wendy Butler	Contractual
Deputy Treasurer	Wendy Butler	Contractual
Designated educational official to receive court notification regarding a student's sentence/ adjudication in criminal cases and juvenile delinquency proceedings	Rick Bull	Contractual
Designated official authorized to appoint an impartial hearing officer	Wendy Butler	Contractual
Dignity Act Coordinator	Teresa Heaney Chelsey Aylor	Contractual
District Treasurer	Emma Petrichick	Contractual
Election Inspectors/ Workers for the 26-27 district voting and the annual meeting	Patricia Oliver Becky Stanton Sharon Collins Norleen Enders Peggy Watts Betty Weaver Rita Crouch Heidi Ellsessor Doris Warner	
External Auditor	Lumsden McCormick	Contractual
Federal Funds Comptroller	Keegan Harrington	Contractual
Federal Lunch Supervisor	Keegan Harrington	Contractual
Hearing Officer	Pam Kirkwood Lonnie Farrington Kara Howard	
Hearing official for participation in the federal child nutrition program	Wendy Butler	Contractual
Internal Claims Auditor	Kayla Green	\$3,000
Investment Funds Designee	Keegan Harrington	Contractual
McKinney-Vento Liaison	Teresa Heaney	Contractual
Payroll Certification Officer	Wendy Butler Rick Bull	Contractual
Pesticide Officer	Jason Hamer	Contractual
Petty Cash Accountant	Gina Larrabee	Contractual
Purchasing Agent	Wendy Butler Keegan Harrington	Contractual
Records Access Officer	Gina Larrabee	Contractual
Records Management Officer	Gina Larrabee Keegan Harrington	Contractual
Residential Facility Transition Liaison	Skyler Stephen	Contractual

Reviewing official for participation in the federal child nutrition program	Mary Enders	Contractual
School Attorney	Hodgson and Russ	Fee based on usage
School Auditors	Lumsden McCormick	Contractual
School Physician/ Medical Director	Dr. Zahi Kassas	Contractual
Substance Use Services Coordinator	Teresa Heaney	Contractual
Substitute Caller	Jessica Weaver	\$6,000.00
Tax Collector	MaryBeth Arnold	\$2,632.31
Title IX/ 504/ ADA Officer	Teresa Heaney Chelsey Aylor	Contractual
Treasurer Extra-Curricular	Emma Petrichick	Contractual
Verification official for participation in the federal child nutrition program	Mary Enders	Contractual
Working Paper Designee	Teresa Heaney	Contractual

**Annual BOE
Committee
Appointments**

Motion by Ashley Moore, seconded by Randa Harrington, appointed the following Board of Education Committee members for the 26-27 school year, as recommended by the superintendent: Unanimously carried

Committee	BOE Committee Representative(s)
Audit Committee	<i>Ashley Moore & Josie Preston</i>
Building and Grounds Committee	<i>Jon Barney, Marc Smithers, & Russ Calanni</i>
Delegate to the Allegany-Cattaraugus Association of School Boards	<i>Josie Preston</i> <i>Alternate- Randa Harrington</i>
Negotiations	<i>Becky Backer, Ashley Moore, Randa Harrington</i>
Policy Review Committee	<i>Ashley Moore</i>
Voting delegate to the NYS School Boards Convention	<i>Becky Backer</i> <i>Alternate- Josie Preston</i>
Athletics	<i>Jon Barney, Randa Harrington, Josie Preston</i>

**Annual Financial
Designations**

Motion by Jonathan Barney, seconded by Randa Harrington, adopted the following Consent Agenda for Financial Operations for the 26-27 school year, as recommended by the superintendent: Unanimously carried

Designated Banks	• Five Star Bank (Depository) • Community Bank NA (Depository) • NYCLASS (Depository) • The BanCorp
Check Images	• Authorize the acceptance of scanned check images to be considered the equivalent of original checks for the purpose of record-keeping and auditing requirements
Warrants	• Approve exceptional payments between warrants for the following types of payments: utilities, postage/freight (UPS, etc.), and fingerprinting
Health Insurance	• Appoint the Business Official as the voting delegate, and the Superintendent as the alternate delegate to the Board of Directors of the Allegany Cattaraugus Schools Medical Health Plan
Worker Comp Board	• Appoint the Business Official as the voting delegate, and the Superintendent as the alternate delegate to the Board of Directors of the Allegany Cattaraugus Schools Workers Compensation Plan Board of Directors
Petty Cash	• Approve the petty cash fund in the amount of \$200 and the extra-curricular petty cash fund in the amount of \$200
Mileage	• Approve the mileage rate set at the current IRS standard mileage rate
Professional Conferences	• Authorize the Superintendent to approve all conferences and workshops
Grants	• Authorize the school District to apply for all federal and state grants

- Revenue Anticipation Notes
 - Delegate the power to the President of the Board to authorize the issuance and sale of revenue anticipation notes in anticipation of the collection of revenues to be received as state aid by the school district from the State of New York during an emergency situation, whereby the Board would not be convening in a timely manner

Special Education

Motion by Randa Harrington, seconded by Becky Backer, approved CSE/CPSE committee members as follows for the 26-27 school year, as recommended by the superintendent:

Unanimously carried

Committee on Special Education

Chairperson: Skyler

Stephen

Substitute Chairperson (if necessary): Superintendent

Members:

- Guidance Counselor
- School Psychologist
- School Doctor
- Special Education Teacher of the Student (or grade level)

- General Education Teacher
- Related Service Personnel as appropriate
- Parents/ Guardians of the Student
- Parent Member – TBD
- Student (as appropriate)

Committee on Preschool Special Education

Chairperson: Skyler

Stephen

Substitute Chairperson (if necessary): Superintendent

Members:

- Guidance Counselor
- School Psychologist
- School Doctor
- Member of the Evaluation Team
- Special Education Teacher of the Student (if applicable)
- General Education Teacher
- Related Service Personnel as appropriate

- Parents/ Guardians of the Student
- Parent Member – TBD
- Appropriate professional for the municipality charged with responsibility for the preschool child

Subcommittee on Special Education and Preschool Special Education

Chairperson: Skyler

Stephen

Substitute Chairperson (if necessary): Superintendent

Members:

- Parents of the student
- Regular Education Teacher
- Special Education Teacher
- Representative of the School District who is knowledgeable about the general education curriculum and the availability of resources of the school

- School Psychologist, if a psychological evaluation will be reviewed, or a change to programming requiring a more restrictive classroom environment
- An individual who can interpret instructional implications of evaluation results
- Related Service Personnel as appropriate

Section 504 Committee

Chairperson: Skyler

Stephen

Substitute Chairperson (if necessary): Superintendent

Members:

- Parents of the student
- Regular Education Teacher
- Special Education Teacher
- A representative of the School District who is knowledgeable about the general education curriculum and the availability of resources of the school

- School Psychologist, if a psychological evaluation will be reviewed, or a change to programming requiring a more restrictive classroom environment
- An individual who can interpret instructional implications of evaluation results
- Related Service Personnel as appropriate

Designation of Regular Bus Runs

Motion by Jonathan Barney, seconded by Ashley Moore, designated regular and extra bus runs for the 26-27 school year as recommended by the superintendent. Unanimously carried

• Regular bus runs:

- o Bus #27 route is currently driven by Ted Gordon
- o Bus #29 route is currently driven by Andy Mountain
- o Bus #24 route is currently driven by Pat Histed and Linda Keys
- o Bus #26 route is currently driven by Tracy Slaughter
- o Bus #28 route is currently driven by Dixie Middaugh
- o Special Education routes for student programs at GV, Olean, Friendship, Cuba, etc.

• Extra bus runs:

- o Elm Street
- o BOCES AM/PM
- o BOCES mid-day

- o Late bus
- o Athletic trips
- o Field trips

School Tax Warrant

Motion by Randa Harrington, seconded by Becky Backer, approved the school tax warrant of \$2,232,903 (school tax) effective September 1, 2026, and the tax collector is ordered to collect taxes through October 31, 2026. On November 1, 2026, all uncollected taxes will be returned to the County Treasurer, as recommended by the superintendent. Unanimously carried

Breakfast/ Lunch Prices

Motion by Jonathan Barney, seconded by Randa Harrington, approved the breakfast and lunch rates as identified, as recommended by the superintendent. BCS will continue to provide one free breakfast and lunch for every student every day through the CEP program. The new meal rates will apply to extra meals.

1. Breakfast for all students: \$1.60
2. Lunch for 5-12 students: \$2.50

Unanimously carried

Substitute Pay Rates

Motion by Randa Harrington, seconded by Becky Backer, approved substitute rates as identified for the 26-27 school year, as recommended by the superintendent.

- Certified teacher \$150 a day
- Uncertified teacher \$125 a day
- Bus driver \$20.00 an hour
- Nurse \$23.00 an hour
- All other substitute positions will be paid minimum wage.

Unanimously carried

Out-of-District Students 26-27 School Year

Motion by Randa Harrington, seconded by Becky Backer, approved the following out-of-district students for the 26-27 school year, as recommended by the superintendent.

PK-6 Students	Grade	Home District	
Macks Worthington	PK	Cuba-Rushford	Unanimously carried

Use of Repair Reserve- Bus Lift

Motion by Jonathan Barney, seconded by Randa Harrington, authorized the use of funds from the repair reserve for up to \$4600.00 for an emergency repair to the bus lift, as recommended by the superintendent. Unanimously carried

PERSONNEL Appointments

Motion by Becky Backer, seconded by Ashley Moore, approved the following appointments, as recommended by the Superintendent. Unanimously carried

Approved the following coaches for the 26-27 school year:

- Fall:

Boys' Varsity Soccer	Mark Sullivan	Girls' Varsity Volleyball	Darren Bradt
Boys' JV Soccer	Chad Prosser	Girls' JV Volleyball	Emma Petrichick
Boys' Modified Soccer	TBD	Girls' Modified Volleyball	Donna Faller
Girls' Varsity Soccer	Duane Powers	Varsity Cross Country	Brooke Bradt
Girls' JV Soccer	Tracy George	Modified Cross Country	Beth Hazelton
Girls' Modified Soccer	Victoria Brewster		
- Winter:

Boys' Varsity Basketball	Matthew Kichman	Varsity Cheerleading	Macy Beardsley
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Boys' JV Basketball	Mackenzie Brinkman	Modified Cheerleading	Brittany Scholes & Darien Fanton (co-coaches)
Boys' Modified Basketball	Fred Ely/ Bret Longwell	Boys' Varsity Volleyball	Darren Bradt
Girls' Varsity Basketball	Bill Horn	Varsity Swimming/Diving	Shawn Clancy
Girls' JV Basketball	Tobias Webb	Modified Swimming/Diving	Brian Edmister III
Girls' Modified Basketball	TBD		

• Spring:

Boys' Varsity Baseball	Dennis Miles	Varsity Track and Field	Darren Bradt
Boys' JV Baseball	Bryan Depew	Assistant V Track and Field	Beth Hazelton
Boys' Modified Baseball	Kanta Ueno	Assistant V Track and Field	Shelby Hand
Girls' Varsity Softball	Bryan Gamache	Modified Track and Field	Shawn Clancy
Girls' JV Softball	Scott Grantier	Varsity Golf	Lisa Scott-Schneider
Girls' Modified Softball	Tracy George	Varsity Tennis	TBD

Approved the following athletic positions for the 26-27 school year:

Boys' Varsity Soccer Bookkeeper	Deb Borden	Girls' Varsity Basketball Bookkeeper	Cindy Struckmann
Boys' Varsity Soccer Timer	Jessica Buchholz	Girls' Varsity Basketball Timer	Jessica Buchholz
Boys' JV Soccer Bookkeeper	Cindy Struckmann	Girls' Varsity Basketball Shot Clock	Dixie Middaugh
Boys' JV Soccer Timer	Jessica Buchholz	Girls' JV Basketball Bookkeeper	Cindy Struckmann
Boys' Modified Soccer Bookkeeper	TBD	Girls' JV Basketball Timer	Jessica Buchholz
Boys' Modified Soccer Timer	Jessica Buchholz	Girls' JV Basketball Shot Clock	Dixie Middaugh
Girls' Varsity Soccer Bookkeeper	Dan Geyer	Girls' Modified Basketball Bookkeeper	TBD
Girls' Varsity Soccer Timer	Jessica Buchholz	Girls' Modified Basketball Timer	Jessica Buchholz
Girls' JV Soccer Bookkeeper	Joleen Middaugh	Varsity Baseball Bookkeeper	Cindy Struckmann
Girls' JV Soccer Timer	Jessica Buchholz	Varsity Baseball Scoreboard Operator/ Pitch Counter	Deb Borden
Girls' Modified Soccer Bookkeeper	TBD	JV Baseball Bookkeeper	TBD
Girls' Modified Soccer Timer	Jessica Buchholz	JV Baseball Scoreboard Operator/ Pitch Counter	Mackenzie Hamer
Boys' Varsity Basketball Bookkeeper	Deb Borden	Modified Baseball Bookkeeper	Cindy Struckmann
Boys' Varsity Basketball Timer	Jessica Buchholz	Modified Baseball Scoreboard Operator	TBD
Boys' Varsity Basketball Shot Clock	Dixie Middaugh	Varsity Softball Bookkeeper	Faith Roeske
Boys' JV Basketball Bookkeeper	TBD	Varsity Softball Scoreboard Operator	TBD
Boys' JV Basketball Timer	Jessica Buchholz	JV Softball Bookkeeper	Jessica Buchholz
Boys' JV Basketball Shot Clock	Dixie Middaugh	JV Softball Scoreboard Operator	TBD

Boys' Modified Basketball Bookkeeper	TBD	Modified Softball Bookkeeper	Jessica Buchholz
Boys' Modified Basketball Timer	Jessica Buchholz	Modified Softball Scoreboard Operator	Dan Geyer

Approved the following certified instructional substitutes for the 26-27 school year:

Substitute	Certification
• Rose Fleming	• Elementary Education/ Reading
• Norah Hayes	• Social Studies
• Luke Marks	• Social Studies
• Carlee Miller	• Elementary Education
• Marilee Olsen	• Music Education
• Joanne Ross	• Elementary Education

Approved the following non-certified instructional substitutes for the 26-27 school year:

• Ava Aaronson	• Mary Hamer	• Genessa Mesker
• Anastasia Belcer	• Gretchen Hanchett	• Nancy Miller
• Caleb Caiazza	• Allyson Hazelton	• Marilee Olsen
• Matt Cater	• Aidan Heaney	• Sarah Palmer
• Jacob Cole	• Jenna Heaney	• Jayne Swanson
• Jordan Crouch	• Heather Hirsch	• Kanta Ueno
• Heidi Ellsessor	• Mae Holly	• Jesse White
• Sadie Estabrook	• Jace Hunzinger	• Ellyonah Wright
• Lori Gibney	• Aundre Leavitt	• Morgan Yackeren
• Diana Guilford	• Kyle McCumiskey	

Approved the following non-instructional (teacher aide) substitutes for the 26-27 school year:

• Ava Aaronson	• Allyson Hazelton	• Aundre Leavitt
• Anastasia Belcer	• Jenna Heaney	• Kyle McCumiskey
• Michelle Burdett	• Heather Hirsch	• Genessa Mesker
• Carley Burrows	• Michelle Gerow	• Nancy Miller
• Caleb Caiazza	• Lori Gibney	• Sarah Palmer
• Matt Cater	• Diana Guilford	• Jayne Swanson
• Jacob Cole	• Mary Hamer	• Jesse White
• Jordan Crouch	• Gretchen Hanchett	• Ellyonah Wright
• Heidi Ellsessor	• Aidan Heaney	• Morgan Yackeren
• Sadie Estabrook	• Mae Holly	

Approved the following non-instructional (office) substitutes for the 26-27 school year:

• Laura Duvall (health office assistant)	• Heidi Ellsessor	• Avery Grusendorf (nurse)
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Approved the following non-instructional (custodial) substitutes for the 26-27 school year:

• Jake Borden	• Tori Vanderford	• Shelly Yackeren
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Approved the following non-instructional (cafeteria) substitutes for the 26-27 school year:

• Shelly Yackeren	•	•
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Approved the following non-instructional (transportation) substitutes for the 26-27 school year:

• Bus Driver:	• Bus Monitor:
○ Rick Bull	○ Catherine Histed
○ Steve Olsen	○ Lori Gibney
	○ Ann Krzos

Approved assigning up to 20 minutes extra per day for monitoring for teacher aides, as needed.

Approved Marilee Olsen as an accompanist for the 26-27 school year, to be paid \$30/hour for up to 40 hours for the year.

Approved Marilee Olsen as an accompanist for the musical for the 26-27 school year, to be paid \$30/hour for up to 40 hours for the year.

Approved Becca Ellsessor and Marra Heaney to work in the cafeteria during the 2026 summer program.

Approved FMLA leave for Aran Heaney from May 29, 2026 through October 29, 2026.

Approved Josh Hazelton as the eSports coach for the 26-27 school year.

Approved a leave for Chris Hansgen from June 24-July 14, 2026.

Approved Lindsay Webb as a volunteer assistant JV boys' soccer coach.

Appointed Shauna Babbitt, who holds a professional NYS Certificate permitting her to teach Early Childhood Special Education (Birth-Grade 2), to the position of Elementary Special Education Teacher in the special education tenure area for a probationary period of three years, to commence August 31, 2026, and to end August 31, 2029. Mrs. Babbitt's salary for the 26-27 school year will be at Step J of the BTA negotiated contract plus master's degree and graduate credit hours.

ADJOURNMENT

Motion by Becky Backer, seconded by Randa Harrington, adjourned the meeting at 6:32pm.
Unanimously carried

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Gina Lannaboe".

District Clerk

