



OLEAN CITY SCHOOL DISTRICT
Board of Education Re-Organizational Meeting
Tuesday, July 21, 2026 –6:30 p.m.
Olean High School Board Conference Room
410 W. Sullivan Street + Olean, NY 14760
Generated by Jackie Reed on Thursday, July 23, 2026

1. ATTENDANCE

- A. Members Present: Elizabeth Burrows, Alex Calbi, Steven Carlson, Mary Fay, Lee W Filbert, Rene' Garrison, Aubree Malick, Kevin Stevens, Catharine Young
B. Others Present: Jenny Bilotta, Business Administrator; Jacqueline Reed, District Clerk
C. Guests: Kellen Quigley, O'Brien Dailey, Jeff Andreano

2. OPENING ITEMS

- A. Call to Order at 6:35 pm
B. Silent Prayer or Moment of Personal Reflection
C. Pledge of Allegiance led by Cathy Young
D. Approve the Agenda
Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, to approve the agenda as presented or amended.
Motion by Lee W Filbert, second by Rene' Garrison.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Rene' Garrison, Aubree Malick, Kevin Stevens, Catharine Young, Mary Fay, Steven Carlson

3. OATH OF OFFICE - SUPERINTENDENT

- A. Dr. Genelle Morris
Dr. Genelle Morris was administered the Oath of Office of the Superintendent for the 26-27 school year.

4. NEW BOARD MEMBERS

- A. Mary Fay Oath of Office
Mary Fay was administered the Oath of Office as Board Trustee for the period of July 1, 2026 to June 30, 2031.
B. Stephen Carlson Oath of Office
Steven Carlson was administered the Oath of Office as Board Trustee for the period of July 1, 2026 to June 30, 2031.

5. NOMINATION AND ELECTION OF BOE PRESIDENT

- A. Nomination: Kevin Stevens nominated Cathy Young as BOE President for the 26-27 school year.
RESOLVED, that Catharine Young be elected President of the Board of Education of this District for the 2026-27 school year.
Motion by Kevin Stevens, second by Mary Fay.
Final Resolution: Motion Carried
Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Rene' Garrison, Aubree Malick, Kevin Stevens, Catharine Young, Mary Fay, Steven Carlson

B. Oath of Office - President

Catharine Young was administered the Oath of Office as Board of Education President for the period of July 1, 2026 to June 30, 2027.

6. NOMINATION AND ELECTION OF BOE VICE PRESIDENT

- A. Nomination: Catharine Young nominated Aubree Malick as BOE Vice-President for the 26-27 school year.
RESOLVED, that Aubree Malick be elected Vice-President of the Board of Education of this District for the 2026-27 school year.
Motion by Catharine Young, second by Kevin Stevens.
Final Resolution: Motion Carried

Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Rene' Garrison, Aubree Malick, Kevin Stevens, Catharine Young, Mary Fay, Steven Carlson

B. Oath of Office - Vice-President

Aubree Malick was administered the Oath of Office as Board of Education Vice-President for the period of July 1, 2026 to June 30, 2027.

7. SUB-COMMITTEES

A. Appointment of 26-27 Sub-Committee Chairpersons and Selection of Members

<u>2026-2027</u>				
<u>BOARD OF EDUCATION Meeting Schedules</u>				
Audit & Finance	Building & Grounds	Operations	Curriculum	Health & Safety
Chairperson: Kevin Stevens	Chairperson: Betty Burrows	Chairperson: Mary Fay	Chairperson: Aubree Malick	Chairpersons: Genelle Morris, Catharine Young, Administrator TBD
Steve Carlson	Alex Calbi	Betty Burrows	Steven Carlson	Steve Carlson
Lee Filbert	Aubree Malick	Alex Calbi	Mary Fay	Aubree Malick
Rene' Garrison	Kevin Stevens	Rene' Garrison	Lee Filbert	Kevin Stevens
Superintendent	Superintendent	Superintendent	Superintendent	Superintendent
Business Admin.	Business Admin.	Business Admin.	Dir. of Curr. & Inst.	Mike Martel
Assistant Superintendent	Maintenance Supervisor	Director of Special Programs	Dir. Of Special Programs	SRO
	Assistant Superintendent	Assistant Superintendent	Assistant Superintendent	OHS Nurse
				Business Admin.

8. APPOINTMENT OF BOARD OFFICERS

A. 2026-27 Officers

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, that the following list of 2026-27 appointments are approved:

2026-27 Appointments

District Clerk	Jacqueline Reed	\$10,000
Pro-tem District Clerk	Superintendent	no stipend
Tax Collector	Sara Williams	no stipend
Pro-tem Tax Collector	Jenny Bilotta	no stipend
District Claims Auditor	Daniel Stetz	\$30/hr
Treasurer	Teresa Wesley	no stipend
Deputy Treasurer	Jenny Bilotta	no stipend
Data Privacy Officer	Marc Friends	\$5,000

Motion by Rene' Garrison, second by Elizabeth Burrows.

Final Resolution: Motion Carried

Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Rene' Garrison, Aubree Malick, Kevin Stevens, Catharine Young, Mary Fay, Steven Carlson

9. APPOINTMENT OF OTHERS

A. 2026-27 Appointment of Others

Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, that the attached list of 2026-27 appointments are approved:

APPOINTMENT OF OTHERS 2026-27		
a.	Physicians	Dr. Thayaparan Mathanakaran, M.D.
b.	Attorneys	Hodgson and Russ
		Webster Szanyi LLP
		Bond, Schoeneck & King, PLLC
		Lippes Mathias, LLP
c.	High School Classroom & Activity Funds Comptroller	Jeff Andreano
d.	High School Classroom & Activity Funds Treasurer	Jen Pace
e.	Intermediate/Middle School (OIMS) Funds Comptroller	Maureen DiCerbo
f.	Intermediate/Middle School (OIMS) Funds Treasurer	Jen Pace
g.	Attendance Officer	Jeff Andreano
h.	District External Auditor	Dreschler & Malecki
i.	District Internal Auditor	Buffamante, Whipple & Buttafaro, CPA
j.	Records Access Officer	Jacqueline Reed
k.	Asbestos LEA Designee	Mark Nolan
l.	Purchasing Agent	Jenny Bilotta
m.	Records Management Officer	OHS Attendance Clerk \$647.35 (2026-27)
n.	Newspaper	Olean Times Herald
o.	Title IX Coordinator	Assistant Superintendent
p.	Homeless Liaison	Jennifer Mahar
q.	Chief Emergency Officer	Superintendent
r.	Medicaid Compliance officer	Assistant Superintendent

s.	Copyright Officer	Jennifer Kless
t.	Pesticide Designee	Mark Nolan
u.	Dignity for All Students Coordinators	Jeff Andreano, Maureen DiCerbo, and Lauren Stuff, Heather Keller, Josh Austin, Rich DiMartino
v.	Financial Consulting Services	Bernard P. Donegan, Inc.
w.	FOIL Appeals Officer	Superintendent

Motion by Rene' Garrison, second by Lee W Filbert.

Final Resolution: Motion Carried

Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Rene' Garrison, Aubree Malick, Kevin Stevens, Catharine Young, Mary Fay, Steven Carlson

10. CONSENT AGENDA

A. Approve the 2026-27 Reorganizational Consent Agenda

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

Motion by Aubree Malick, second by Steven Carlson.

Final Resolution: Motion Carried

Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Rene' Garrison, Aubree Malick, Kevin Stevens, Catharine Young, Mary Fay, Steven Carlson

11. ADJOURNMENT

A. Adjourn from reorganization meeting at 6:54 p.m.

Motion by Elizabeth Burrows, second by Alex Calbi.

Final Resolution: Motion Carried

Aye: Elizabeth Burrows, Alex Calbi, Lee W Filbert, Rene' Garrison, Aubree Malick, Kevin Stevens, Catharine Young, Mary Fay, Steven Carlson

Submitted by:



Jacqueline Reed
District Clerk

CONSENT AGENDA ITEMS

- a. **RESOLVED**, that Five Star Bank, M&T Bank and Community Bank be designated as the Depositories for funds during the 2026-27 school year.
- b. **RESOLVED**, that the Treasurer is authorized to make payments of wages of all personnel of the school district in accordance with the agreed and contracted amounts deducting there from any obligation required by law or agreement. The Superintendent of Schools is authorized and directed to certify payrolls for the Board of Education.
- c. **RESOLVED**, that Superintendent of Schools or designee is authorized to approve staff personal days, vacation days, professional days, visitation days, travel days, and all other time off pursuant to contracts and as provided for in the budget during the 2026-27 school year.
- d. **RESOLVED**, that the regular meetings of the Olean City School District Board of Education shall be held at 6:30 p.m. in the Olean High School Board Room, as shown on the agenda, unless otherwise noted. The 2026-27 Board of Education Meeting Calendar is as follows:

BOE Meeting Schedules 2026-27				
2nd Tuesday of the Month Unless Otherwise Noted Below				
DATE	MEETING	TIME	LOCATION	BUILDING
07/21/26	BOE Re-Organizational Meeting	6:30	BOE Conf. Rm	OHS
07/21/26	BOE Regular Meeting	After Re-Org	BOE Conf. Rm	OHS
08/11/26	BOE Regular Meeting	6:30	BOE Conf. Rm	OHS
08/25/26	BOE Regular Meeting	6:30	BOE Conf. Rm	OHS
09/22/26	BOE Regular Meeting	6:30	BOE Conf. Rm	OHS Tour 5:30
10/13/26	BOE Regular Meeting - EV	6:30	Cafeteria - EV	EV Tour 5:30
11/10/26	BOE Regular Meeting - WW	6:30	Cafeteria - WW	WW Tour 5:30
12/08/26	BOE Regular Meeting - OIMS	6:30	LGI - OIMS	OIMS Tour 5:30
01/12/27	BOE Regular Meeting	6:30	BOE Conf. Rm	OHS
02/09/27	BOE Regular Meeting	6:30	BOE Conf. Rm	OHS
03/09/27	BOE Regular Meeting	6:30	BOE Conf. Rm	OHS
04/20/27	BOE Regular Meeting (BOCES Budget)	6:30	BOE Conf. Rm	OHS
05/04/27	BOE Regular Meeting	6:30	BOE Conf. Rm	OHS
05/19/27	BOE Special Meeting (Certify Votes)	6:30	BOE Conf. Rm	OHS
06/08/27	BOE Regular Meeting	6:30	BOE Conf. Rm	OHS
06/22/27	BOE Regular Meeting	6:30	BOE Conf. Rm	OHS

- e. **RESOLVED**, that the Superintendent of Schools, be authorized to approve the travel and other business expenses of teaching and non-teaching personnel under adopted Board policy including advanced payments and reimbursements.
- f. **RESOLVED**, that the authorization for Board members to attend a conference, convention and the like shall be by Board resolution adopted prior to such attendance. The Superintendent of Schools will then be authorized to approve the travel and other related expenses including advanced payments and reimbursements.

- g. RESOLVED that members of the Board of Education be approved to attend Fiscal Oversight Fundamentals Training, Governance Training, Rural Schools Annual Conference and Workshops, NYSSBA Annual Conference and Workshops and Allegany/Cattaraugus School Board Association meetings and dinners.
- h. RESOLVED, that Treasurer is authorized to sign all checks from all accounts including payroll checks. The Business Administrator is designated as the alternate to sign all checks from all accounts including payroll checks for emergency situations.
- i. RESOLVED, that Treasurer is authorized to use a facsimile signature, to wit, to use a check writer. The Business Administrator is designated as the alternate to use a facsimile signature, to wit, to use a check writer for emergency situations.
- j. RESOLVED, that Business Administrator is authorized to make necessary budget transfers up to \$50,000 with the approval of the Superintendent of Schools as authorized by New York State Department of Audit and Control regulations and recommended by the New York State Commissioner of Education guidelines and brief explanation for any item over \$50,000 and that such transfers be reported to the Board of Education.
- k. RESOLVED, that the Superintendent of Schools, or designee, be authorized to apply for, accept, and administer Federal Funds.
- l. RESOLVED, that the Vice-President will have the authority to act on behalf of the President, including signatory powers in the absence of the President.
- m. RESOLVED, that petty cash funds be established as outlined below:

Tax Collector	<u>2026-27</u>
	\$100

- n. RESOLVED, that Business Administrator is authorized to purchase coverage for fidelity bonds required by law for the Treasurer, Tax Collector, District Clerk, Business Administrators, three Account Clerks, Central Treasurer Activity Fund, Internal Claims Auditor, and Superintendent.
- o. RESOLVED, that District Treasurer is authorized to invest such portion of district monies as they may determine in U.S. Treasury Securities to be held to maturity and maturing in one year, in special time deposit accounts, in certificates of deposits issued by a bank or trust company, provided, however, that such investments shall be payable within such time as the proceeds shall be needed to meet expenditures for which such money was obtained and, further, that such transaction meets all the requirements outlined in Education Law 1723-A.

BE IT ALSO RESOLVED, that the District Treasurer must require any bank or trust company, which has district deposits over \$250,000 to provide state approved securities as collateral on aggregate deposits in excess of \$250,000.

Such collateral must be held in a collateral account at an independent third-party bank with the account registered in the name of the Olean Board of Education. All transactions from this account are to be controlled by the District Treasurer to ensure continued adequate collateralization.

- p. RESOLVED, that the automobile mileage reimbursement rate be set at the Internal Revenue Service per mile rate, effective with the 2026-27 school year.

- q. RESOLVED, that all the Policies and Code of Ethics in effect as of June 30, 2026, be readopted for the 2026-27 school year.
- r. RESOLVED, that the School Physician, or their designee, be authorized at their discretion to provide influenza inoculations for school district personnel choosing to receive and pay for same. The Hepatitis B inoculation is also provided to school district personnel in high-risk positions choosing to receive and pay for same.
- s. RESOLVED, that the Superintendent of Schools be authorized to require an employee to submit to a medical examination to determine their fitness to continue employment, and to make such arrangements as necessary to effectuate this resolution.
- t. RESOLVED, that the Superintendent of Schools be authorized to act as the representative of the school district and to sign all applications in conjunction with any and all Federal and State aid projects, BOCES Contracts and Agreements as well as local agency contracts with Board approval.
- u. RESOLVED, that the Superintendent be authorized to sign the Municipal Cooperative Agreement between the Olean City School District and CABOCES to provide Workers Compensation Benefits.
- v. RESOLVED, that the Treasurer be authorized to pay invoices or billings offering discounts and to pay billings for retirement, federal and state taxes, scholarships, liability and health insurance, employee voluntary deductions, and other invoices or billings the Business Administrator deems necessary to be in the best interest of the District.
- w. RESOLVED, that the Board of Education adopts the State Education Department's current list and/or the list as amended from time to time of certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are identified as available to serve in this District, will constitute the District's list of the names and statement of the qualifications of each Hearing Officer.

BE IT ALSO RESOLVED that the District Clerk and Superintendent or Superintendent's designee shall select certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are available to serve in the District from the list of Impartial Hearing Officers who are certified by the Commissioner of Education of New York State; and document the rotational selection process and engage in the ministerial acts necessary to determine the first available impartial hearing officer for selection in each particular case.

BE IT ALSO RESOLVED that when an Impartial Hearing Officer must be appointed at a time when the Board of Education is not in session or between board meetings, the Board President or Vice-President are authorized to appoint the first available hearing officer to serve in a particular case. In the event that neither the Board President nor Vice President is available to make such an appointment, any member of the Board may appoint the first available hearing officer to serve on a particular case. Board member appointment of an Impartial Hearing Officer to conduct a hearing shall be promptly reported to the Board.

- x. RESOLVED, that the Superintendent of Schools, or designee, be authorized, on behalf of the District, to apply for, accept, administer, and participate in the Free and/or Reduced School Lunch, School Breakfast Programs, and Community Eligibility Program.

- y. RESOLVED, that the following Five-Star Bank credit card debt limit during the 2026-27 school year be renewed:

<u>NAME</u>	<u>INDIVIDUAL CREDIT LIMIT</u>
(1) Genelle Morris	\$8,000
(2) Jenny Bilotta	\$8,000
(3) Asst. Superintendent of Academic Services	\$3,000

- z. RESOLVED, that June 1, 2027, be set as the last date for submission of Third-Party Notification Applications for the 2027-28 school tax billings.

- aa. The following appointments of Committees on Special Education and Pre School Education be approved:

Olean City School District
Committee on Special Education
Part 200 Regulations
Section 200.3

1. Parent of child
2. Regular education teacher of the student whenever the student is or may be participating in the regular education environment.
3. Special Education provider(s) for the child
4. Carolyn Crosson, Kristen Nawrot – School Psychologists
5. Katie Camp – CSE Chairperson and local educational agency representative of the school district
6. Marcie Johnson, Carolyn Crosson, Kristen Nawrot, Kelly Andreano- Alternate CSE Chairpersons and local educational agency representatives
7. School physician if requested by the parent or a member of the school at least 72 hours prior to the meeting.
8. Parent representative- Elida Green

Sub-Committee on Special Education
Part 200 Regulations
Section 200.3

1. Parent of child
2. Regular education teacher of the student whenever the student is or may be participating in the regular education environment.
3. Special Education provider(s) for the student
4. Katie Camp – CSE Chairperson and local educational agency representative of the school district
5. Carolyn Crosson, Kristen Nawrot– School Psychologists
6. Marcie Johnson, Carolyn Crosson, Kristen Nawrot, Kelly Andreano- Alternate CSE Chairpersons and local educational agency representatives

Committee on Preschool Special Education
Part 200 Regulations
Section 200.3

1. Parent of child
2. Regular education teacher of the student whenever the student is or may be participating in the regular education environment.
3. Special Education provider(s) for the student
4. Kelly Andreano – CPSE Chairperson and local educational agency representative of the school district
5. Carolyn Crosson. Kristen Nawrot - School Psychologists

6. Marcie Johnson, Katie Camp, Carolyn Crosson, Kristen Nawrot - Alternate CPSE Chairpersons and local educational agency representatives
 7. Parent Representative- Kelly Carlson
 8. A representative from Early Intervention if the child is transitioning.
 9. A representative of the municipality of the preschool child's residence.
- bb. RESOLVED, that the Superintendent of Schools be granted authority to create committees in accordance with all State and Federal regulations for Curriculum Instruction Assessment Council, Safety, Technology, School Health Team, Professional Development, Comprehensive District Education Plan/Shared Decision Making, Academic Intervention Services, and all others ad hoc committees as deemed appropriate.
- cc. RESOLVED, that the Superintendent is authorized to enter into Contracts for the billing and/or Health and Welfare Services between the Olean City School District and any other districts for the 2026-27 school year.
- dd. RESOLVED, that the 2026-27 hourly charge for use of district buildings is as follows:

<u>USE OF DISTRICT BUILDINGS 2026-27</u>		
<u>SUNDAY AND NATIONAL/SCHOOL HOLIDAY USE</u>		
Organizations will be charged current labor costs for coverage of event.		
<u>WHEN SCHOOL BUILDING IS OPEN</u>		
For Facilities (excluding Swimming Pool)		No Charge
For Swimming Pool - Lifeguard Services		\$24 Per Hour
<u>WHEN SCHOOL BUILDING IS NOT OPEN FOR SCHOOL FUNCTIONS</u>		
<u>THE FOLLOWING HOURLY CHARGES SHALL APPLY</u>		
For Facilities (Excluding Swimming Pool)		
Organizations charging NO entrance fee		\$32 Per Hour
Organizations charging entrance fee		\$50 Per Hour
For Swimming Pool		\$64 Per Hour
<u>ADDITIONAL CHARGES WILL BE ADDED FOR THE FOLLOWING:</u>		
Auditorium Air Conditioning		\$60 Per Day
Lifeguard Services Provided		\$24 Per Hour
Additional District hours		\$52 Per Hour
Security Hours		\$65 Per Hour
Turf Field Lighting		\$25 Per Hour

NOT TO EXCEED MAXIMUM OCCUPANCY		
Olean High School	Auditorium: 1040 Aux Gym: 38	Cafeteria: 125 closed, 175 open Gym: 700
Olean Intermediate Middle School	LGI Room: 120 Pool: 91 Pool Balcony Bleachers: 285 Pool Balcony Rear of Bleachers: 82	Cafeteria: 198 Pool Deck: 256
East View	Cafeteria: 247	Gym: 314
Washington West	Cafeteria: 224	Gym: 278

- ee. **RESOLVED**, that the **Business Administrator**, or designee, be authorized to approve the afterschool use of school buildings and property by groups and organizations under adopted Board policy.
- ff. **RESOLVED**, that for 2026-27 school year, the Board of Education hereby authorizes the taking of testimony by virtual meeting platform(s), in Student Education Law 3214 Hearings provided such testimony does not offend the student's due process.
- gg. **RESOLVED**, that for the 2026-27 school year, the Superintendent be granted the authority to appoint personnel and accept personnel resignations for the purpose of posting for and filling vacancies.
- hh. **RESOLVED**, that for the 2026-27 school year, the Superintendent be granted the authority to approve unpaid leaves of absences for District employees for a period up to thirty (30) calendar/school days.
- ii. **RESOLVED**, that the Director of Special Education and/or designee be authorized to sign CSE/CPSE recommendations on behalf of the Board of Education.
- jj. **RESOLVED**, that the District Special Education Plan and Guidance Plan be accepted for the 2026-27 school year.
- kk. **RESOLVED**, that the District be authorized to pay the fingerprinting fees of volunteer coaches and non-instructional employees for the 2026-27 school year.
- ll. **RESOLVED**, that the following Substitute rates of pay for the 2026-27 school year be approved:

Substitute Nurse	\$28.00
Substitute Teacher Aide	\$16.00
Substitute Cleaner	\$16.00
Substitute Food Service	\$16.00
Retired District Support Staff	**Hourly rate at the time of retirement
Retired District Teacher	\$185 per day
Certified Teacher	\$150 per day
Bachelor's degree Non-Certified Teacher	\$135 per day
Non-Certified Teacher	\$120 per day
Long-Term Substitute Teacher	\$185 per day

- mm. RESOLVED, that the price of half-pints of milk for the 2026-27 school year be \$.60 per carton.

2026-27 Rates
\$.60 Grades 9-12
\$.60 Grades 4-8
\$.60 Grades PreK-3

- nn. RESOLVED, that the School Business Official be appointed as the delegate, and the Chief School Officer as the alternate delegate, to the Board of Directors of the Allegany Cattaraugus Schools Medical Health Plan for the 2026-27 fiscal year.
- oo. RESOLVED, that the Audit Committee Charter be approved as presented.
- pp. RESOLVED, that Genelle Morris is hereby certified as a Qualified Lead Evaluator of classroom teachers and building principals having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b).
- BE IT ALSO RESOLVED, that Jeffrey Andreano, Michael Martel, Maureen DiCerbo, Rich DiMartino, Lauren Stuff, Heather Keller, Joshua Austin, Jennifer Kless, Jennifer Mahar, Marcie Johnson are hereby certified as a Qualified Lead Evaluators of classroom teachers having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b).
- qq. RESOLVED, that the Non-Financial Collaborative Partnership between the Olean City School District and Cattaraugus and Wyoming Counties Project Head Start to promote collaborative working relationships between major providers of preschool education be approved.
- rr. Upon the recommendation of Dr. Genelle Morris, Superintendent of Schools, that the School Business Official be appointed as the delegate, and the Chief School Officer as the alternate delegate, to the Workers' Compensation Plan Board of Directors for the 2026-27 school year.
- ss. RESOLVED, that the Superintendent honorarily designates the Athletic Complex as the Don Scholla Memorial Athletic Complex for the 2026-27 school year.