

DATE: March 19, 2024  
KIND OF MEETING: Regular

MEMBERS PRESENT: Stephanie Randall, Joel Sanford, Joseph Castrechino, Brian Chaffee

OTHERS PRESENT: Kory Bay, Superintendent/Business Administrator, Erin Peck, PreK-12 Principal, Kelley Louthan, Assistant Principal, Roxanne Elward, District Clerk, Sue Sorensen & David Stein, Teacher Representatives, Jeff Robbins & Jake Zurlick, Hunt Engineers, Cameron Sprague & Russ Robinson, LeChase

CALL TO ORDER: Randall called the regular meeting to order at 6:00 p.m.

APPROVAL OF RECOMMENDED ACTIONS: Brian Chaffee made a motion, seconded by Stephanie Randall that the Board approve the following recommended actions:

- Minutes of the regular board meeting held on February 13, 2024
- Claims Auditor's Report for the month March 2024
- Treasurer's report, Statement of Accounts, Budgetary Transfer Report, and Outstanding Check Listing for the month of February 2024
- Extra Classroom Activity Fund report for the month February 2024

Motion was carried by all members present.

#### ADMINISTRATIVE REPORTS:

Erin Peck summarized her PK-12 Principal's Report and the Athletic Report

Kory Bay summarized the CSE/Curriculum report and his Superintendent's Report

#### DISCUSSION:

- Library Budget
- Cooperative Natural Gas Bid
- Cafeteria Supply Bids through GST BOCES
- SEQRA
- 2024 Capital Improvement Project
- 2024-2025 Budget Updates
- 2023-2024 District Calendar Revisions
- Asset Management- Questar

#### OTHER RECOMMENDATIONS:

LIBRARY BUDGET: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board of Education of the Prattsburgh Central School District shall be authorized to levy taxes annually in the amount of \$105,109 on behalf of the Prattsburgh Free Library to provide public library services and pay over such funds to the Prattsburgh Free Library Board of Trustee. Motion was carried by all members present.

DISTRICT CALENDAR REVISIONS: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board approve a change to the 2023-2024 District Calendar to include April 8, 2024 and April 19, 2024 as full days off for all students, faculty and staff. Motion was carried by all members present.

NATURAL GAS COOPERATIVE BID: Brian Chaffee made a motion, seconded by Stephanie Randall that the Board approve the Natural Gas Cooperative Bid resolution as stated below:

WHEREAS, The Board of Education, Prattsburgh Central School District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of supply of natural gas. And...

WHEREAS, The Board of Education, Prattsburgh Central School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Education, Prattsburgh Central School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, Prattsburgh Central School District of New York State and making recommendations thereon...

THEREFORE...

BE IT RESOLVED, That The Board of Education, Prattsburgh Central School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That The Board of Education, Prattsburgh Central School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That The Board of Education, Prattsburgh Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, That The Superintendent on behalf of the Board of Education, Prattsburgh Central School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for supply of natural gas and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

Motion was carried by all members present.

CAFETERIA SUPPLY BIDS: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board of Education of Prattsburgh Central School participate in WHEREAS, it is the plan of a number of public school districts in Greater Southern Tier (GST) BOCES Area in New York, to bid jointly, Cafeteria Supplies including the following items on the following dates:

**Meat and Grocery** – May 22, 2024

**Equipment** – February 12, 2025

**Produce**- weekly throughout the year

**Paper** – July 8, 2024, January 15, 2025

**Ice Cream** – April 30, 2025

**Milk** – April 30, 2025

**Bread** – May 28, 2025

Motion was carried by all members present.

SEQRA: Brian Chaffee made a motion, seconded by Joseph Castrechino, that the Board approve the SEQRA resolution as stated below:

*RESOLVED that the Board of Education having notified all involved and interested agencies of Prattsburgh Central School District's proposed Capital Improvement 2024 ("proposed action") by letter dated February 16, 2024, in which Part 1 of the Short Environmental Assessment Form (SEAF) and multiple siting maps were included, and having waited 30 days, and receiving no responses of any kind to date, hereby appoints itself lead agency for the proposed action pursuant to the State Environmental Quality Review Act (SEQRA) Article 8 of the Environmental Conservation law and 6 NYCRR part 617, and it is further*

*RESOLVED that having further reviewed the submitted SEAF parts 1,2, and 3 regarding the proposed action, finds the SEAF complete, accepts the SEAF, accepts the recommendation of the District's architects, HUNT-EAS that the Project is unlisted pursuant to the State Environmental Quality Review Act (SEQRA), and for the reasons provided in the above submissions declares the action, not to be within the actions listed in Type 1 or Type 2 of SEQRA regulations 617.4-.5 and, therefore, to be Unlisted, and finds that the action will have no significant negative environmental impact and issues a negative declaration.*

Motion was carried by all members present.

CAPITAL PROJECT PROPOSTION: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board approve the proposition as stated below:

*Resolved that the Board of Education of the Prattsburgh Central School District is hereby authorized to undertake certain capital improvements consisting of addition to, and construction and reconstruction of the Main School Building and facilities, site and athletic field improvements and the acquisition of certain original furnishings, equipment, and apparatus and other incidental improvements required in connection therewith for such construction and school use, all at an estimated maximum aggregate cost of*

*\$22,200,000; and to appropriate and expend from the existing capital reserve fund \$1,000,000 for such costs, and that the balance of such cost, or so much thereof as may be necessary, shall be raised by the levy of a tax to be collected in annual installments, with such tax to be offset by state aid available therefor; and, in anticipation of such tax, debt obligations of the school district as may be necessary not to exceed \$21,200,000 shall be issued.*

- 1. The School District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on March 21, 2024, has duly issued a negative declaration and has determined that the implementation of the unlisted action as proposed will not result in any significant adverse environmental impacts.*
- 2. At such meeting taxes to be levied by installments will be proposed providing for payment of such capital costs and providing for the financing costs therefor. Such taxes shall be levied upon all the taxable property of the District, shall be levied in annual installments and shall be of such amounts and levied in such years as may be determined by the Board of Education.*
- 3. The District Clerk or the Clerk's designee is hereby directed to add the above to the notice of the annual meeting of the School District.*
- 4. All actions by the School District prior to the final environmental determination by the Board of Education under SEQRA, if any, are hereby found and determined to have been preliminary planning activities under SEQRA necessary to the formulation of a proposal for action which did not commit the School District to commence, engage in, fund or approve any portion of the proposed capital improvement project and financing therefor.*
- 5. This resolution shall take effect immediately upon its adoption.*

Motion was carried by all members present.

RECOMMENDATION FOR EXECUTIVE SESSION: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board go into executive session at 7:15 p.m. for CSE recommendations and Personnel (Student Workers, Resignation, Modified Softball Coach).

Stephanie Randall made a motion, seconded by Brian Chaffee that the Board comes out of executive session at 7:20 p.m. Motion was carried by all members present.

President Sanford asked if there was any further discussion.

ADDITIONAL RECOMMENDATIONS:

RECOMMENDATION BY THE CSE: Stephanie Randall made a motion seconded by Brian Chaffee that the Board has no objections to the recommendations of the Committee on Special Education and approves the authorization of funds to implement

the special education programs and services consistent with such recommendations.  
Motion was carried by all members present.

RESIGNATION: Brian Chaffee made a motion, seconded by Stephanie Randall that the Board accept the resignation of Debra Quigley, teacher aide, effective March 1, 2024.  
Motion was carried by all members present.

STUDENT WORKERS: Stephanie Randall made a motion, seconded by Brian Chaffee that the Board appoint the student workers listed below. These workers will be scheduled in accordance with NYS Department of Labor Guidelines.

Aiden Underhill            Morgan Bell            Kiera Price            Charlotte Peck

Motion was carried by all members present.

COACHING APPOINTMENT: Stephanie Randall made a motion, seconded by Brian Chaffee that the Board appoint Sandy Hill as a Modified Softball Coach for the 2024 spring season. Motion was carried by all members present.

ADJOURNMENT: Stephanie Randall made a motion, seconded by Brian Chaffee that the Board adjourn their regular meeting at 7:21 p.m. Motion carried by all members present.

Roxanne VanAmburg  
District Clerk