

DATE: October 17, 2023

KIND OF MEETING: Regular

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

OTHERS PRESENT: Kory Bay –Superintendent, Erin Peck- PK-12 Principal, Kelley Louthan- Assistant Principal, Roxanne Elward - District Clerk, Teacher Representatives- Amanda Mullen and Marisha Tones, Joe Paige, Camryn Moore- Student Council Officers, Rhiannon Carnahan- BWB

CALL TO ORDER: President Sanford called the audit committee meeting to order at 5:59 p.m.

-Rhiannon Carnahan with BWB of Olean, NY presented the financial information resulting from the 2022-23 school year. The audit went very smoothly and the findings were appropriate.

AUDIT REPORT ACCEPTANCE: Stephanie Randall made a motion, seconded by Brian Chaffee that the audit committee accept the external audit report for financial activity during the 2022-2023 fiscal school year and that the report be recommended for approval by the full Board of Education. Motion was carried by all members present.

ADJOURNMENT: Stephanie Randall made a motion, seconded by Brian Chaffee that the Board adjourn the Audit Committee meeting at 6:16 p.m. Motion was carried by all members present.

CALL TO ORDER: President Sanford called the meeting to order at 6:17 p.m.

President Sanford, in accordance with New York State Fire Code regulations, read the public notice regarding fire exits and the leaving of the room 301 should an emergency occur during the meeting.

The pledge to the flag was given.

REGULAR MEETING:

Student Council Officers, Joe Paige and Camryn Moore thanked the Board for their service and review the events of Homecoming. Student Council also presented dessert for the members.

The Teachers' Association provided dinner and gifts for the members for Board appreciation.

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

- Minutes of the regular board meeting held on September 19, 2023
- Claims Auditor's Report for the month of October 2023

- Outstanding Check listing, Treasurer's Report, Statement of Accounts and Budgetary Transfers for the months of June and September 2023
- Extra Classroom Activity Fund Report for the month of September 2023

Motion was carried by all members present.

ADMINISTRATIVE REPORTS:

Mrs. Peck and Mr. Louthan reviewed the PK-12 Principal's Report and the Athletic Report. Mr. Bay reviewed the CSE/Curriculum Report and Superintendent/Business Administrator's Report.

DISCUSSION:

- School Tax Collection Update
- Athletic Cost Methodology
- Book Donation
- Policy Changes- 1st and 2nd Reading
- Student Code of Conduct
- 2024 Solar Eclipse
- Audit Committee Recommendation for the 2022-2023 External Audit
- 2023-2024 Capital Outlay Bids
- Data Privacy and Security Policy- 1st Reading

RECOMMENDATIONS:

ATHLETIC COST METHODOLOGY: Brian Chaffee made a motion, seconded by Stephanie Randall that the Board approve the Athletic Cost Methodology for the 2023-2024 school year. Motion was carried by all members present.

BOOK DONATION: Stephanie Randall made a motion, seconded by Brian Chaffee that the Board accept a children's book donation from Kim Bedient, retired teacher, to the school library titled Johnny and Me by Bobbi Mayhood and co-author, Kim Bedient. Motion was carried by all members present.

EXTERNAL AUDIT: Brian Chaffee made a motion, seconded by Stephanie Randall that the Board accept the recommendation of the district audit committee to approve the 2022-2023 external audit reports. Motion was carried by all members present.

DATA PRIVACY AND SECURITY POLICY: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board approve the 1st reading of the Data Privacy and Security Policy. Motion was accepted by all members present.

POLICY CHANGES: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board accept the policy changes for the following policies:

- Use of Physical Restraints in School
- Use of Timeout
- Corporal Punishment and Aversive Interventions

Motion was carried by all members present.

EXECUTIVE SESSION: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board go into Executive Session at 7:25 p.m. for CSE Recommendations, Personnel (Coaching Appointment, Substitute Nurse Hourly Rate, Substitute, Volunteer Program Assistant, Volunteer Counselor, Student Workers and District Clerk Salary) and 2023-2024 Capital Outlay Bids. Motion carried by all members present.

Stephanie Randall made a motion, seconded by Brian Chaffee that the Board comes out of Executive Session at 7:44 p.m. Motion carried by all members present.

President Sanford asked if there was any more discussion needed.

ADDITIONAL RECOMMENDATIONS:

RECOMMENDATION BY THE CSE: Stephanie Randall made a motion, seconded by Joseph Castrechino that if the Board has no objections to the recommendations of the committee on Special Education that they approve the authorization of funds to implement the special education programs and services consistent with such recommendations. Motion carried by all members present.

SUBSTITUTE: Brian Chaffee made a motion, seconded by Stephanie Randall that the Board approve the addition of Abigail Flack to the 2023-24 Substitute Instructional/Non-Instructional list. Motion was carried by all members present.

VOLUNTEER PROGRAM ASSISTANT: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board approve Jenna Pinckney as a volunteer program assistant for girls basketball for the 2023-2024 season. Motion was carried by all members present.

STUDENT WORKERS: Brian Chaffee made a motion, seconded by Joseph Castrechino that the Board appoint Landon White and Allen Pygott as student workers. These students will be scheduled in accordance to the NYS Department of Labor Guidelines. Motion was carried by all members present.

SUBSTITUTE NURSE HOURLY RATE: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board approve the hourly rate for a Substitute School Nurse (RN) be raised to \$30 per hour. Non-RN substitutes will remain at the current non-certified substitute rate. Motion was carried by all members present.

COACHING APPOINTMENT: Brian Chaffee made a motion, seconded by Joseph Castrechino that the Board appoint David Stein as Boys Modified Basketball Coach for the 2023-2024 season. Motion was carried by all members present.

VOLUNTEER COUNSELOR: Brian Chaffee made a motion, seconded by Joseph Castrechino that the Board approve Jim Rosettie as a Volunteer Counselor for the 2023-2024 school year. Motion was carried by all members present.

CAPITAL OUTLAY BIDS: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board award the 2023-2024 Capital Outlay bid to Elmira Structures, Inc. in the amount of \$87,000. Motion was carried by all members present.

DISTRICT CLERK SALARY: Stephane Randall made a motion, seconded by Joseph Castrechino that the Board approve a salary increase in the amount of \$10,000 for Roxanne VanAmburg, District Clerk, effective October 17, 2023. Motion was carried by all members present.

ADJOURNMENT: Stephanie Randall made a motion, seconded by Joseph Castrechino that the Board adjourns their regular meeting at 7:47 p.m. Motion carried by all members present.

Roxanne Elward
District Clerk