

OFFICIAL MINUTES
CATTARAUGUS-LITTLE VALLEY CENTRAL SCHOOL
BOARD OF EDUCATION
Regular Meeting
January 16, 2024

The regular meeting of the Cattaraugus-Little Valley Central School Board of Education was called to order in the MS/HS Library at 6:48 p.m. by Ben Stoll, Board President following a Board tour of the capital project.

Members Present: Ben Stoll, Board President
Christopher Shattuck, Vice President
Stacey Aguiar
Carrie Colburn-Mozes
Jim McDonnell
Jason Opferbeck

Members Absent: Tim Walsh

Administration: Sharon Huff, Superintendent
Molly Wallschlaeger, Elementary Principal
April Preston, Middle School Principal
Tina Maines, High School Principal
Robert Miller, Director of Technology
Megan Brown, Educational Support Learning Loss Coordinator
Paula Jones, District Clerk
Sally Hadley, Business Executive

Student Members: Loren Maguda

Participants: Anthony Schabloski Wayne McGuire, Director of Facilities
Sean Gibbons, Construction Project Manager
Dona Fredrickson; via Zoom 2 Unidentified iPhones; via Zoom

Mr. Stoll led everyone in the Pledge of Allegiance.

PRESENTATION:

Capital Project Updates—Sean Gibbons—

Mr. Gibbons updated the Board on the progress of the Capital Project. Notably, savings from Phase 1 of the project along with some saving from Phase 2 have allowed for contingencies to double the amount of roof work being completed during the project along with some other contingencies.

CAPITAL PROJECT

There have been some concerns with the general contractor for Phase 2, Concept Construction, causing delays as they have been behind schedule. Mr. Gibbons noted that additional costs due to the delays are the responsibility of the general contractor.

7:02 p.m.—Mr. Gibbons exited the meeting.

Fish & Wildlife Club Field Trip—Tony Schabloski—

Mr. Schabloski presented to the Board about taking students from the Fish & Wildlife Club on an Adirondack trip in June. The teacher first started taking students on back-country excursions in 2013 and has been going every other year since, with one exception. Students from the club (formerly ECOS) typically go on the trip in their Junior or Senior year. The only out-of-pocket costs to students are backpacking food, and possibly some personal gear of hiking boots, a raincoat, and a sleeping bag. The district has traditionally paid for transportation for the trip by providing a bus, and the club provides a room for the driver at Paul Smith's college.

OVERNIGHT FIELD
TRIP PRESENTATION

Mr. Schabloski shared pictures from past Adirondack trips with the Board and explained how he gauges the students' abilities, etc. to decide the itinerary.

The trip that the club advisor is proposing for this year, he has taken students on one other time. It is a canoe trip in a remote area of the Adirondacks called the “9 Carries.” The proposed dates for the trip are June 21-26. The club owns three lightweight, quick-to-set-up teepees and plans to rent canoes and gear from St. Regis Canoe Outfitters.

Mr. Schaboski reviewed the itinerary and related costs with the Board and thanked them for all they do to support students.

7:22 p.m.—Anthony Schabloski exited the meeting.

STUDENT REPORT:

Miss Maguda reported that Drama Club rehearsal has started for the upcoming production. Everything is going well. She thanked the winter sport coaches for working with Mx. Harris on the schedules for practices of students who participate in both the musical and a winter sport.

STUDENT REPORT

Last Thursday, CLV FFA was recognized as the New York State Ag Society's FFA/Ag chapter of the year at their annual forum in Syracuse. The club will also be hosting an FFA speaking competition at CLV soon.

The student representative to the Board also reported on the High School band playing Christmas music in the foyer, the Senior class meeting to discuss orders for caps and gowns, Unified bowling starting, and basketball and bowling in the middle of their sports seasons. The Yearbook Club is conducting a coffee sale fundraiser to help make yearbooks more affordable for students.

Miss Maguda mentioned that the elementary Festival of Lights was incredible as children enjoyed playing games, coloring, and visiting Santa.

She also thanked everyone who made contributions of school supplies to a former student's trip to Belize to donate to schools there.

7:26 p.m.—Loren Maguda exited the meeting.

MOVED by Christopher Shattuck, seconded by Jim McDonnell, that the Board recess at 7:26 p.m. to conduct an executive session on matters related to the employment of a particular person(s) and put to a vote which resulted as follows:

EXECUTIVE SESSION

MOTION: Carried 6-0

7:26 p.m.—Molly Wallschlaeger, April Preston, Tina Maines, Robert Miller, Megan Brown, and Wayne McGuire exited the meeting. The Zoom meeting was stopped.

Sharon Huff, Sally Hadley and Paula Jones attended executive session.

MOVED by Christopher Shattuck, seconded by Jim McDonnell, to resume the regular order of business at 7:41 p.m.

RESUMPTION OF
REGULAR BUSINESS

MOTION: Carried 6-0

7:41 p.m.—Molly Wallschlaeger, April Preston, Tina Maines, Robert Miller, Megan Brown and Wayne McGuire reentered the meeting. The Zoom meeting was resumed.

ADMINISTRATOR REPORTS:

Elementary Principal, Molly Wallschlaeger—

Mrs. Wallschlaeger reported that teams in the Elementary school are once again working on service projects for the month of January in honor of Martin Luther King, Jr.

ELEMENTARY
PRINCIPAL REPORT

She also noted that Mr. Morton from Sundance Kids Farms in Conewango Valley continues to visit on a monthly basis. He brings different, and often unique, animals each month along with facts and stories about each type of creature.

As Miss Maguda mentioned, the Festival of Lights was a success with almost 200 in attendance. Families visited Santa, played games, did crafts and had snacks. Mrs.

Wallschlaeger stated that she cannot say enough about the teachers and staff members, along with High School students, who stayed and helped with the event.

Middle School Principal, April Preston—

Mrs. Preston shared pictures with the Board of 5th graders Christmas caroling. She noted that it was nice for them to be able to get out of the building for a bit. The Middle School has been planning a simulation of computer-based testing (CBT) to take place in January. The state makes available practice tools that will be used for this simulation. This gives students a chance to become more familiar with the CBT and it also allows the district to see how this will work with tech support, etc. prior to the actual testing.

MIDDLE SCHOOL
PRINCIPAL REPORT

The Olweus Anti-Bullying Program kick-off event that was scheduled for January may end up being delayed as planning events were scheduled for the days when there were power outages. Mrs. Preston discussed the possibility of using the professional development day on January 26th to finalize preparations and hold the kick-off in February.

High School Principal, Tina Maines—

Mrs. Maines congratulated the FFA for being named FFA Chapter of the Year by the New York State Agriculture Society.

She noted that Emily Johnson, the long-term substitute Business teacher, will be starting later this month. Also, on the agenda for approval this evening is an ELA candidate, Elizabeth Capparra, who is available to start this summer when she moves back to New York State.

HIGH SCHOOL
PRINCIPAL REPORT

Regents exams are scheduled for January 23rd-26th. CLV does not have any mid-year courses for the exams, but some students are retaking the exam. Numbers for retakes continue to be lower than normal as this was the last group of tests for which the special appeal can be used to graduate with a lower score on a Regents exam.

Director of Technology, Robert Miller—

Mr. Miller shared that one of the biggest projects that the Technology Department has been working on lately is the Digital Equity Survey. The department is preparing to send the surveys to the state. The district has had a high rate of returns for these with the hope that the state will receive honest answers from our families about digital equity.

DIRECTOR OF
TECHNOLOGY
REPORT

Through a no-cost, matching grant, BOCES is installing a Distance Learning Lab in the cafeteria with a large screen TV and internet drops in the new locations.

The Director of Technology also discussed maintenance running conduit from the basement to the server room to support the phone project and efforts to fix the 15-year-old projector in the theatre in which fuses have blown (potentially due to the power outage). Mr. Miller has located one company in California that can possibly fix the projector. A Board member questioned if insurance coverage is possible. Dr. Huff will check into this.

Educational Support Learning Loss Coordinator, Megan Brown—

Mrs. Brown reported that the district received back the ARP survey and now has 30 days to make suggested changes before the final review.

She also noted that Sue Rothwell has been coming out to work with teachers, and the iReady midyear diagnostic has started.

High-dosage tutoring is well underway. Mrs. Brown stated that Alisha Hoag has been taking the lead with this and is doing a wonderful job.

EDUCATIONAL
SUPPORT
COORDINATOR/ AP

8:03 p.m.—Molly Wallschlaeger, April Preston, Tina Maines, Rob Miller, Megan Brown & Wayne McGuire exited the meeting.

SUPERINTENDENT’S REPORT:

ESSA Report—

NYS released the ESSA report for last year. Cattaraugus-Little Valley has been identified as “local support and improvement,” which means the district is in good standing. Administrators will provide a report on this at the next BOE meeting.

SUPERINTENDENT
REPORT

ESSA REPORT

Budget Updates—

The Governor gave her State of the State address last week and her budget proposal today. Dr. Huff will be looking at the reports over the next couple of days. Currently teachers are working on their budgets for next year.

BUDGET

BOE Retreat 1/23—

Dr. Huff will get back to the Board on the agenda of the retreat over the next few days.

BOARD RETREAT

Hiring Updates—

A School Psychologist with BOCES will be starting this week or next week for one day a week at CLV. This was approved earlier, but finding anyone to fill the position has been a challenge for BOCES.

HIRING

On the agenda is the hiring of a 10th grade ELA teacher. The candidate has experience, but currently resides in another state. She will start at CLV in August. Also on the agenda are names for after-school support for Speech and OT. The district is in need of additional supports for these services. This would involve going to homes or wherever services are needed to fulfill mandated services for students that have IEPs and cannot receive them during the school day due to lack of time, or for homebound or Pre-K students.

A Board member questioned how these services are tracked. Providers fill out reports, and possibly Medicaid notes, on services.

Legislative Breakfast 2/3/24—

The Legislative Breakfast will take place on February 3, 2024 at Allegany-Limestone CSD. Registration starts at 8:30 a.m. If anyone is interested in attending, they can let Paula Jones know by January 26th.

LEGISLATIVE
BREAKFASTWorkplace Violence Prevention—

School districts are now required to put together a Workplace Violence Prevention Program. On January 9th information started to come out about this requirement, and by early February districts are required to have a policy in place for the Workforce Violence Prevention Policy Statement. The BOCES Policy Board has issued a sample policy that is on the agenda for adoption tonight. By early May, a Workplace Violence Prevention Program must be in place, then individuals will need to be trained in the program.

WORKPLACE
VIOLENCE
PREVENTIONTech Security Audit—

The district also just recently received notice through the Comptroller's Office of a requirement to start an internal audit for tech security. Dr. Huff has begun looking at district policies and any changes that need to be made in procedures and training. The Comptroller's Office will start auditing in the first quarter of 2024.

TECHNOLOGY
SECURITY AUDITReports, Etc.—

During the power outage, Dr. Huff was able to submit the substantial equivalency report. She had to meet with the Amish board and worked closely with them to understand the needs of the Amish school community.

SUBSTANTIAL
EQUIVALENCY
REPORT

The Superintendent has been working with Megan Brown on the Civil Rights Data Report due in February.

CIVIL RIGHTS DATA
REPORT

She has also started to work on the district Calendar for 2024-2025. For the first time, the state has three rating days in June for Regents exams due to new holidays.

A Board member questioned, as the Superintendent develops the calendar, if Staff Development days could be lumped together to be full days as opposed to half days as students ended up hanging around the school on the half days because they

2024-2025
CALENDAR

needed to stay for sports practices. Dr. Huff has already met with administrators, and they have already decided that they prefer not to support half days for staff development. The Superintendent noted that, as she works on developing the calendar it is a challenge as she tries to follow the BOCES calendar as closely as possible for the benefit of our students.

STAFF
DEVELOPMENT
DAYS

A Board member questioned if CLV will have school on the day of the solar eclipse.

Dr. Huff is looking into this. Chautauqua county has closed schools for that day based on recommendations from Emergency Services. Many people will be coming into our community because the area is aligned with the solar eclipse. Dr. Huff noted that

SOLAR ECLIPSE

there is a day in the calendar that probably could be switched out for that day without too much disruption.

Last Thursday, The Superintendent went to the NYS Science of Reading workshop. By 2025 New York State will require districts to provide assurances that they are shifting to the science of reading. The state will look at this from the lens of Elementary, Middle School and High School. Thankfully, Deb Havens has been looking into this for a couple of years already, and the district has already started to transition.

SCIENCE OF READING

FINANCIAL REPORTS:

FYI: Financial Warrants

FINANCIAL REPORTS

POLICY:

Policy 5620—Fixed Asset Inventories, Accounting, and Tracking; 2nd Review

Policy 2110—Orienting and Training Board Members; 3rd Review

Policy 3110—Media/Municipal Governments/Senior Citizens; 3rd Review

Policy 3271—Solicitation of Charitable Donations; 3rd Review

Policy 5130—Budget Adoption; 3rd Review

Policy 6213—Registration and Professional Learning; 3rd Review

Policy 6190—Workplace Violence Prevention Statement; 1st/Final Review

POLICIES 5620, 2110, 3110, 3271, 5130, 6213, 6190

BOARD MINUTES/CONSENT ITEMS:

MOVED by Jim McDonnell, seconded by Christopher Shattuck, to approve consent items as presented:

- a. Approve the minutes of the Board of Education meeting held Tuesday, December 12, 2023.

12-12-23 MINUTES

MOTION: Carried 6-0

REGULAR BUSINESS:

MOVED by Christopher Shattuck, seconded by Carrie Colburn-Mozes, to approve the Regular Business Items as presented:

- a. Approve CSE/CPSE Action Items dated December 8, 2023 - January 4, 2024.
- b. Adopt Policy 2110—Orienting and Training Board Members.
- c. Adopt Policy 3110—Media/Municipal Governments/Senior Citizens.
- d. Adopt Policy 3271—Solicitation of Charitable Donations.
- e. Adopt Policy 5130—Budget Adoption.
- f. Adopt Policy 6213—Registration and Professional Learning.
- g. Adopt Policy 6190—Workplace Violence Prevention Statement.
- h. Approve change order for A. W. Farrell & Sons Inc. in an amount not to exceed \$351,150 to provide roofing bid alternates RC-01 & RC-04.

CSE/CPSE ACTION

POLICIES 2110, 3110, 3271, 5130, 6213, 6190

CHANGE ORDER

MOTION: Carried 6-0

PERSONNEL:

MOVED by Christopher Shattuck, seconded by Jim McDonnell, to approve the following Personnel Items for the 2023-2024 school year:

- a. Approve John Isler as a substitute bus driver for the 2023-2024 school year, pending clearance.
- b. Approve Leonardo Bueno-Cabrera as a substitute cleaner pending fingerprint clearance.
- c. Accept the letters rescinding intent to retire as of June 30, 2024 from the following:
 Sharon Delity
 Susan Marsh

SUB BUS DRIVER

SUB CLEANER

LETTERS RESCINDING INTENT TO RETIRE

Laura Spruce

- d. Accept the letter of intent to retire as of August 23, 2024 from Winifred Christopher, 3rd grade teacher. LETTERS OF INTENT TO RETIRE
- e. Accept the letter of intent to retire as of December 31, 2024 from Susan Marsh, 2nd grade teacher.
- f. Accept the letter of intent to retire as of June 30, 2025 from Carol Purdy, High School Art teacher.
- g. Accept the letter of intent to retire as of November 5, 2025 from Laura Spruce, 1st grade teacher.
- h. Approve the following students from St. Bonaventure University for Clinical Placements at Cattaraugus-Little Valley for the spring semester starting January 29, 2024: SBU CLINICAL PLACEMENTS
- | <u>Student</u> | <u>Host Teacher</u> |
|-----------------|---------------------|
| Olivia Emley | Alice Kromphardt |
| Sydney Hayward | Beth McIntyre |
| Brielle McShane | David Conner |
- i. Upon recommendation of the Superintendent, conditionally appoint Elizabeth Capparra, who holds an Initial New York State Teaching Certificate in English Language Arts 7-12 to the position of High School ELA teacher in the ELA 7-12 Tenure Area for a probationary period of four years to commence on August 1, 2024, and to end on July 31, 2028. Eligibility for tenure at the end of the probationary period is dependent on Elizabeth receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no Ineffective composite or overall rating in the final year. The salary during the first year of this appointment will be paid in accordance with the salary schedule as outlined in the Teacher's Collective Bargaining Agreement. Elizabeth will start at step 5 of the CLVTA contract. ELA TEACHER
- j. Approve Tammy Lagowski as a substitute school (bus) monitor for the 2023-2024 school year, pending fingerprint clearance. SUB BUS MONITOR
- k. Approve Nancy Frentz as a substitute teacher aide for the 2023-2024 school year, pending fingerprint clearance. SUB TEACHER AIDE
- l. Accept the letter of resignation for purposes of retirement from John Janora, Business Management teacher, effective August 14, 2024 with permission to fill vacancy. RETIREMENT
- m. Accept the letter of intent to retire as of August 22, 2025 from Sharon Delity, 3rd grade teacher. LETTERS OF INTENT TO RETIRE
- n. Accept the letters of intent to retire as of June 30, 2025 from Dane Moore, Music teacher and Laurie Harrington, 6th grade teacher.
- o. Upon recommendation of the Superintendent, appoint Mark Benton as the Head Varsity Football Coach for the 2024-2025 school year. Mr. Benton will start at Step 10 of the coaching salary schedule of the CLVTA contract. VARSITY FOOTBALL COACH
- p. Upon recommendation of the Superintendent, appoint Robert Miller as the Modified Football Coach for the 2024-2025 school year. Mr. Miller will start at Step 1 of the coaching salary schedule of the CLVTA contract. MODIFIED FOOTBALL COACH
- q. Approve the terms of the Memorandum of Agreement, as presented to the board, between the Cattaraugus-Little Valley Central School District and the Cattaraugus-Little Valley School Bus Drivers' Unit, detailing amendments to the CLVBUDU contract regarding Article XVI entitled "Extra Trips." CLV BDU MOA
- r. Approve Jennifer Vella to provide OTR services after school for the 2023-2024 school year, to be compensated at a rate not to exceed \$73/hour. OT SERVICES
- s. Approve Emily Schroeder, a student at Mercyhurst University, as a student teacher with Millington Lockwood, effective January 17, 2023. STUDENT TEACHER

- t. Approve Jessica LaChausse, Stephanie Gassman, Erika Stang and Kimberly Rowland to provide Speech services after school for the 2023-2024 school year, to be compensated within the range of \$49.41 - \$59.82/hour.

SPEECH SERVICES

A Board member questioned how the hourly rates were calculated for items r. and t. These were based on individual salaries, giving a range for the four positions in t. At some point, Dr. Huff will provide an MOA to approve the agreement for afterschool services.

MOTION: Carried 6-0

MOVED by Christopher Shattuck, seconded by Carrie Colburn-Mozes, to adopt the following resolution:

COOPERATIVE PURCHASING ANNUAL RESOLUTION
OF THE BOARD OF EDUCATION

COOPERATIVE
PURCHASING
RESOLUTION

WHEREAS, It is the plan of a number of public school districts in Cattaraugus County and Allegany County, New York, to bid jointly for **various supplies, commodities, and/or services in the 2024-2025 fiscal year, and**

WHEREAS, The Cattaraugus-Little Valley CSD is desirous of participating with other school districts in Cattaraugus and Allegany Counties in the joint bidding of all or some of the supplies, commodities, and/or services as mentioned above, as authorized by General Municipal Law, Section 119-0, and as determined by district need, and

WHEREAS, The Board of Cooperative Educational Services and Boards of Education wish to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting of the results to the Board of Cooperative Educational Services and Boards of Education and making recommendations thereon; therefore,

BE IT RESOLVED, That the Cattaraugus-Little Valley CSD Board of Education hereby appoints the Cattaraugus-Allegany-Erie-Wyoming Board of Cooperative Educational Services to represent it in all matters related above, and,

BE IT FURTHER RESOLVED, That the Cattaraugus-Little Valley CSD Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned supplies, commodities, and/or services, and,

BE IT FURTHER RESOLVED, That the Cattaraugus-Little Valley CSD Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and,

BE IT FURTHER RESOLVED, That the Cattaraugus-Little Valley CSD Board of Education agrees (1) to abide by the majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s) it will conduct all negotiations with the successful bidder(s).

MOTION: Carried 6-0

A Board member asked about the resumé for the Head Football Coach. Dr. Huff read the individual's qualifications.

MOVED by Jim McDonnell, seconded by Carrie Colburn-Mozes, that the Board recess at 8:31 p.m. to conduct an executive session on matters related to negotiations and the employment of a particular person and put to a vote which resulted as follows:

EXECUTIVE SESSION

MOTION: Carried 6-0

Sharon Huff, Sally Hadley and Paula Jones attended executive session.

MOVED by Christopher Shattuck, seconded by Jim McDonnell, to resume the regular order of business at 9:31 p.m.

RESUMPTION OF
REGULAR BUSINESS

MOTION: Carried 6-0

MOVED by Christopher Shattuck, seconded by Carrie Colburn-Mozes, to adjourn the meeting at 9:31 p.m.

ADJOURNMENT

MOTION: Carried 6-0

Next Board of Education Meeting: Tuesday, February 13, 2024 at 6:30pm.

Paula Jones
District Clerk
Cattaraugus-Little Valley Central School