

OFFICIAL MINUTES
CATTARAUGUS-LITTLE VALLEY CENTRAL SCHOOL
BOARD OF EDUCATION
Regular Meeting
March 12, 2024

The regular meeting of the Cattaraugus-Little Valley Central School Board of Education was called to order in the MS/HS Library at 6:32 p.m. by Ben Stoll, Board President.

Members Present: Ben Stoll, Board President
Christopher Shattuck, Vice President
Stacey Aguiar
Jim McDonnell; non-voting via Zoom
Tim Walsh

Members Absent: Carrie Colburn-Mozes
Jason Opferbeck

Administration: Sharon Huff, Superintendent
Paula Jones, District Clerk
Sally Hadley, Business Executive

Student Member: Loren Maguda

Participants: Audrey Maguda

Mr. Stoll led everyone in the Pledge of Allegiance.

STUDENT REPORT:

Miss Maguda reported that the drama production, *Sister Act, Jr.*, was very successful. She thanked those who supported and gave donations for the production. At the performances, the Post Prom committee ran a bake-sale fundraiser for the upcoming Post Prom event, and the Language Club sold flowers and candygrams.

STUDENT REPORT

The band concert is coming up on March 21st, while last week Mr. Moore did a great job conducting elementary chorus at the first of the two all-county concerts. Mx. Harris is conducting the elementary band at the upcoming second all-county concert this weekend.

The student representative also reported that 8th grade students are currently on their trip to Washington, D. C., and the STREAM Fair will have many activities taking place at the event on March 23rd.

Elementary students are participating in PARP month and have a family activity coming up this Thursday.

Varsity softball is preparing to play some scrimmages at Myrtle Beach over spring break and, starting March 27th there will be a six week 4-H livestock judging series for participation by interested youth.

6:37 p.m.—Loren and Audrey Maguda exited the meeting.

SUPERINTENDENT'S REPORT:

Dr. Huff concurred with Miss Maguda that the musical was outstanding and that it was great to see so many students participating.

SUPERINTENDENT
REPORT

Buffalo State College Access Program (CAP)—

Mr. Schabloski approached Mrs. Maines and Dr. Huff about the opportunity for one of our students to receive credit for a class through SUNY Buffalo State through the college's College Access Program (CAP). The cost for the student to take the class for credit is \$250. The teacher needed to turn in the agreement by the end of last week. The Superintendent has asked Mrs. Maines to promote this class and to follow up in the next newsletter with information on this and additional college courses offered

COLLEGE COURSE

at CLV. She mentioned that the governor will be mandating that schools send letters to families regarding these types of dual-enrollment courses.

Cattaraugus County Hazard Mitigation Planning—

Last Thursday evening Dr. Huff attended a meeting for Cattaraugus County Hazard Mitigation Planning. As per federal regulations, all local jurisdictions must have a Federal Emergency Management Agency (FEMA) approved Hazard Mitigation Plan (HMP) to be eligible to apply for and receive Federal mitigation grant funding for public and private mitigation projects. The county and local municipalities participated in the planning in 2020, but now other jurisdictions are included, including school districts, fire districts and private water districts.

HAZARD MITIGATION
PLANNING

The first meeting in a series of meetings took place on March 7th. The Superintendent has been working with Wayne McGuire to provide some oversight of the district’s part in this process. She noted that the timeline is very tight with data that must be collected by the end of April, but participation will allow the district to apply for Federal funding in the event of a natural disaster.

Workplace Violence Prevention Program—

By March 19th, the basic plan for the district Workplace Violence Prevention Program, which Dr. Huff has been discussing with the Board, needs to be complete. The Superintendent has been working with Wayne McGuire, the SRO and a small committee on the plan. She will have a full report at the next Board meeting. Some components involve identifying barriers, lights, cameras, obstructions of view, etc.

WORKPLACE
VIOLENCE
PREVENTION

Electrification of Vehicles—

A lot of information is being sent out by the governor about fleet electrification. Dr. Huff and Dan Lemk participated in a study about 6 months ago in which they analyzed factors such as how many miles our buses travel, the number of vehicles needed, the cost to convert power, etc. A proposal was constructed from this so that the district can go out to apply for grants to help with the conversion. Dr. Huff mentioned that BOCES has offered to create a COSER to work with an architectural firm that would work on related items.

BUS FLEET
ELECTRIFICATION

The Superintendent also mentioned that the Board president from Franklinville CSD asked that Superintendents put together a letter to send to the governor and Senators, etc. Dr. Huff posted for the Board a letter that she created that examines times and distances of bus runs and makes special note of the elevation and changes in elevation of two towns in our district with comparison provided to the elevation and changes in elevation for Buffalo. She noted that she hopes this impresses upon those receiving the letter that this is not a flat area. The letter also mentioned that our fleet traveled a total of 434,574 during the 2022-2023 school year, and we have three out-of-district runs that travel 206, 225 and 215 miles/day. The average capacity of current electric buses is 138 miles on a charge, so the district will have regular runs where buses will need to be charged, in addition to sports runs. Dr. Huff mentioned that it is fortunate that she and Mr. Lemk took the time to participate in the fleet electrification study. She was able to include information in her letter based on real data including costs and deficits related to vehicle purchases and charging infrastructure updates. If the Board approves of the letter, Dr. Huff will send it off tomorrow.

Little Valley Surplus Items—

The Superintendent had asked Mr. McGuire to review some of the items currently stored in the Little Valley building. She has since received a letter of concern about how many tables and chairs are in the halls and the gym on that campus. Many items have been marked for auction, trash, etc. Anything of quality and that is usable will be brought to the Cattaraugus campus and/or auctioned.

STORAGE AT LITTLE
VALLEY

CDC Respiratory Guidance Update FAQs—

New guidance has recently come from the CDC about respiratory illnesses. The agency is now saying that, if someone is fever free and their symptoms are manageable, they only need to quarantine for one day.

CDC GUIDANCE
UPDATES

STREAM Fair—

Preparations for the STREAM Fair are going well. This should be another great event.

STREAM FAIR

Solar Eclipse—

Dr. Huff noted that the revised calendar on the agenda for approval reflects a change in dates for Parent/Teacher conferences from this Friday (3/15) to April 8th, the date of the Solar Eclipse. Students will be in attendance on Friday and will have the day of the eclipse off.

SOLAR ECLIPSE

Noting the recommendations in Erie County for limited travel on the day of the eclipse, a Board member questioned if there is a way for teachers to have the full day off if necessary. The district would have to use another emergency closing day if this were the case.

Fiscal Stress Score—

The report on the Fiscal Stress Score for the district was posted for Board members. This is a score that comes out every year. Over the past few years, the district has not been identified in terms of fiscal stress. Dr. Huff reviewed the past few years of history related to the district's scores. The environmental stress score for the district has gone from being a little bit higher to 0.

FISCAL STRESS SCORE

Draft 24 - 25 School Calendar—

The Superintendent has been working on the draft calendar for next school year. She has currently sent it back to the administrators to review and plans to have it to the Board for the next meeting.

2024-2025
CALENDARPlanning for Regents Examinations in Earth and Space Sciences and Life Science Investigations—

The NYS Board of Education is making changes to the Regents examinations in Earth Science (which will now be called Earth and Space Sciences) and Living Environment (which will now be called Life Science: Biology). The new format of the exams will first be administered in June of 2025. A major change to these exams is that they will no longer include lab practicals as part of the test, but students will take part in three "Investigations" for each of the classes at some point throughout the school year. These Investigations will help students prepare for a 3D part of the Regents exam. This corresponds to what is currently the process for grades 5 & 8 science exams. Dr. Huff noted that it is important that the district provides Professional Development opportunities for teachers impacted by these changes.

SCIENCE EXAMS

Implementation Schedule for New Regents Examinations in Mathematics, Science, and English Language Arts—

A schedule for the implementation of the new Regents exams in math, science and ELA has been posted. Dr. Huff noted that teachers have been doing a nice job of participating in PD through BOCES regarding changes to the exams, which will now be aligned to the Next Generation Learning Standards and the NYS P-12 Science Learning Standards. The Superintendent stressed the importance of supporting professional development for teachers so they are prepared for these changes. She also thanked the teachers who have become experts in these types of shifts.

NEW REGENTS
EXAMSCapital Project—

The team is working through the punch list for the Ag barn and classes should be able to move into this space later this week or next week.

CAPITAL PROJECT

Dr. Huff has invited the local Fire Departments for a walk-through of the new Ag and tech spaces on March 18th. The Ag barn inspection took place on the 28th and the district received a temporary permit to occupy. A few changes in signs, etc. will need to be implemented.

Budget—

Mrs. Hadley has been working on the budget. Meetings are scheduled with Wayne McGuire, Dan Lemk and Rob Miller tomorrow to look at their respective budgets. Dr. Huff will ask each of these department heads to present their budgets at the next BOE meeting.

BUDGET

On Thursday Dr. Huff will be attending a health insurance meeting. The prediction is for a 24% increase in health insurance premiums, which brings the yearly cost to almost \$29,000 for family plans and almost \$12,000 for individual plans.

HEALTH INSURANCE

The Superintendent noted that the budget approval is fast approaching with additional meetings in April.

FINANCIAL REPORTS:

- FYI: Financial Warrants
- FYI: Extraclassroom Activity Report—January 2024
- Treasurer’s Report—January 2024
- Budget Transfer Report
- FYI: Budget Status Report
- FYI: Revenue Status Report

FINANCIAL REPORTS

POLICY:

Policy 5230—Acceptance of Gifts, Grants and Bequests to the District; 1st Review—
 Changes to this policy are primarily to the language used. The change stating that gifts to the District will be annually accounted for as required by Generally Accepted Accounting Principles went into effect quite a few years ago.

POLICIES 5230, 5630, 5730,5740 AND 8320

Policy 5630—Facilities: Inspection, Operation, and Maintenance; 1st Review—
 Dr. Huff requested that Wayne McGuire review the updates to this policy related to facilities a couple of times. Much of this relates to abiding by state laws, regulations and codes. The Superintendent noted some of the bigger changes in the policy. Language around lead testing was cleared up. Board members may recall lead tests in the past. These are now required every few years and districts are required to post test results. New to the policy is the section on a comprehensive long-range plan. Dr. Huff will need to work with Mr. McGuire on this. It is not that different from the current 5-year Building Condition Survey.

Policy 5730—School Bus Safety; 1st Review—

Updates to this policy reflect changes to the list of electronic devices that are prohibited from use by drivers while a bus is in operation. Mr. Lemk reviewed this and the next policy and agreed with, and was in support of, the changes.

Policy 5740—Qualifications of Bus Drivers; 1st Review—

Mr. Lemk agreed with the changes to this policy including changes relating to times for physical testing.

Policy 8320—Textbooks, Library Materials, and Other Instructional Materials; 1st Review—

Dr. Huff noted that this revised policy incorporates everything the district already does. She makes sure that the Board is aware when new textbooks are purchased and she has asked administrators to vet all of the reading materials. A Board member questioned who vets the reading materials. Dr. Huff does check them, but the principals do a thorough check.

BOARD MINUTES/CONSENT ITEMS:

MOVED by Christopher Shattuck, seconded by Stacey Aguiar, to approve consent items as presented:

- a. Approve the minutes of the Board of Education meeting held Tuesday, February 13, 2024.

MINUTES 2-13-24

MOTION: Carried 4-0

REGULAR BUSINESS:

MOVED by Christopher Shattuck, seconded by Stacey Aguiar, to approve the Regular Business Items as presented:

- a. Approve the CSE/CPSE Action Items dated February 8, 2024 to March 8, 2024..
- b. Approve the Treasurer’s report for January 2024.
- c. Approve the following Budget Transfers:

CSE/CPSE

TREASURER’S REPORT

12/31/2023	002314 TFR For Central Data Services - BOCES		
	A2630-490-00-00 R	Comp Inst-Ser BOCES -73,000.00	
	A1680-490-00-00 R	Cntl Da Ser BOCES	73,000.00
12/31/2023	002315 TFR For Special Education - BOCES Services		

BUDGET TRANSFERS

	A2250-472-00-00 R	Spec Ed - Tuition-All Oth	-39,300.00	
	A2250-490-00-00 R	Spec Ed - BOCES Svc	39,300.00	
12/31/2023	002316 TFR	For Special Education - Salaries		
	A2250-472-00-00 R	Spec Ed - Tuition-All Oth	-26,000.00	
	A2250-150-00-00 R	Spec Ed - Salaries	26,000.00	
12/31/2023	002317 TFR	For Library Audio Services - BOCES		
	A2110-490-00-00 R	Reg Sch-BOCES	-24,500.00	
	A2610-490-00-00 R	Lib Audio Ser BOCES	24,500.00	
12/31/2023	002318 TFR	For Occ Ed Teacher Salaries - 9-12		
	A2110-140-03-00 R	Reg Sch-Sub Teacher-MS	-9,250.00	
	A2110-140-04-00 R	Reg Sch-Sub Teacher-HS	-9,250.00	
	A2280-150-04-00 R	Occ Ed Tch Salaries 9-12	18,500.00	REVISED 23-24 CALENDAR
	d. Approve revised 2023-2024 school year calendar as presented.			

A Board member asked if item d. is for the change in the one day [for the solar eclipse]. It shows the adjustment of the Parent/Teacher conferences from March 15th to April 8th to accommodate students being off on the day of the eclipse.

MOTION: Carried 4-0

PERSONNEL:

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

- a. Approve the leave request for Kyle Gross, teacher aide, effective on or about April 15, 2024 through on or about May 10, 2024. LEAVE REQUESTS
- b. Approve leave request for John Janora, effective on or about January 27, 2024 through the end of the school year.
- c. Approve the following coaches for the spring 2024 season: SPRING COACHES

Position	Name
Varsity Boys Track Coach	Kerri Martin
Asst. Varsity Track	Alecia Wulf (pending cert)
Modified Track Coach	Jessica Schabloski
Modified Baseball	Brian Schmid
Unified Basketball	Justine Pelligrino
Volleyball Intramural	Carol Purdy
Soccer Intramural	Correne Goodenow
Volunteer Assistant Softball	Mattason Woodard

- d. Upon recommendation of the Superintendent, appoint Daniel Lemk as permanent Transportation Supervisor, effective February 23, 2024 with a one-year probationary period starting February 23, 2024 and ending February 22, 2025. TRANSPORTATION SUPERVISOR
- e. Hereby approve the terms of the Memorandum of Agreement between the CLVCSD and the CLVTA as presented to the Board, regarding the provision of additional compensation to Association members who provide Occupational Therapy services outside their regular work schedule. CLVTA MOAS
- f. Hereby approve the terms of the Memorandum of Agreement between the CLVCSD and the CLVTA as presented to the Board, regarding the provision of additional compensation to Association members who provide Special Education services outside their regular work schedule.
- g. Appoint Ann Pajak as Part-Time Interim CSE Chair at the rate of \$375/day, effective March 13, 2024 through June 28, 2024. P/T INTERIM CSE CHAIR
- h. Accept the letter of intent to retire as of June 30, 2025, with the option to extend the retirement date to December 2025 or January 2026, from Sally Hadley, Business Official. LETTER OF INTENT TO RETIRE

Dr. Huff explained that Mr. Lemk was reachable as Transportation Supervisor after taking the Civil Service exam for this title once it was offered. His one-year probationary period is shifting to start once he became reachable.

Ann Pajak was the Interim Director of Special Education while Ms. Blair was on leave. Dr. Huff is recommending that the Board approve her as the Part-Time Interim CSE Chair as stated in item g. She would serve in this position about four or five times per month. The CSE chair runs parent meetings for the Special Education Department. These duties had been covered by the School Psychologist, but that position has been unfilled since the beginning of this school year.

MOTION: Carried 4-0

MOVED by Christopher Shattuck, seconded by Stacey Aguiar, that the Board recess at 7:10 p.m. to conduct an executive session on matters related to negotiations and put to a vote which resulted as follows:

EXECUTIVE SESSION

MOTION: Carried 4-0

7:10 p.m.—Sharon Huff, Sally Hadley and Paula Jones attended executive session.

MOVED by Christopher Shattuck, seconded by Stacey Aguiar, to resume the regular order of business at 8:09 p.m.

RESUMPTION OF
REGULAR BUSINESS

MOTION: Carried 4-0

MOVED by Christopher Shattuck, seconded by Stacey Aguiar, to adjourn the meeting at 8:09 p.m.

ADJOURNMENT

MOTION: Carried 4-0

Next Board of Education Meeting: Tuesday, March 26, 2024 at 6:30pm.

Paula Jones
District Clerk
Cattaraugus-Little Valley Central School