

UNOFFICIAL MINUTES
CATTARAUGUS-LITTLE VALLEY CENTRAL SCHOOL
BOARD OF EDUCATION
Regular Meeting
April 9, 2024

The regular meeting of the Cattaraugus-Little Valley Central School Board of Education was called to order in the MS/HS Library at 6:30 p.m. by Ben Stoll, Board President.

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

Members Absent: Tim Walsh

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

Student Members: Loren Maguda

Participants: Patrick Hines

Mr. Stoll led everyone in the Pledge of Allegiance.

STUDENT REPORT:

Miss Maguda provided updates to the Board of Education about events and activities that have taken place within the school community. These included the first-ever High School Library Book Fest on March 25th at which new books were showcased and during which 107 books were checked out of the library. Students participated in the second of two All-County Band and Chorus festivals. Mr. Harris conducted the Elementary Band this year. The Varsity softball team returned from their trip to Myrtle Beach. They were able to play two of their three scrimmages due to weather but participated in lots of team bonding and watched other teams play to enrich their experience. The Elementary school has finished their PARP program, and the STREAM Fair was a huge success with the Ag Barn tours and star-lab constellations being the most talked-about activities. The Class of 2024 has continued raising funds for their Senior trip with a bottle drive at the STREAM Fair and an upcoming Chicken BBQ on April 11th, the same night as Elementary BINGO for Books.

STUDENT REPORT

Miss Maguda reported that the Ag classes are excited to use the new Ag Barn, the GSA is taking a field trip to Hamburg High School for a conference and 8th grade students recently returned from their Washington D.C. field trip.

The student representative also reported that Landry Brown was a winner in the CASA Waste calendar contest, competing with students from surrounding areas down to Pennsylvania.

MOVED by Christopher Shattuck, seconded by Stacy Aguiar, that the Board recess at 6:34 p.m. to conduct an executive session on matters related to ongoing litigation and put to a vote which resulted as follows:

EXECUTIVE SESSION

MOTION: Carried 4-0

6:34 p.m.—Audrey and Loren Maguda exited the meeting. Patrick Hines, Sharon Huff, Sally Hadley and Paula Jones attended executive session.

7:04 p.m.—Patrick Hines exited executive session.

MOVED by Christopher Shattuck, seconded by Carrie Colburn-Mozes, to resume the regular order of business at 7:29 p.m.

RESUMPTION OF
REGULAR BUSINESS

MOTION: Carried 4-0

7:29 p.m.—Board took a short recess.

SUPERINTENDENT'S REPORT:

Budget Updates - Budget Community Meetings—

Dr. Huff presented highlights on the 2nd draft of the budget to the Board. Various groups have advocated regarding the concern that NYS schools will not receive the aid that they need based on the Governor's proposed increase in State aid. Dr. Huff noted that she is hopeful that the Governor will have a budget out this week.

Major increases that the district will face for next year include Health insurance costs that will go up by just over \$651,000 for the year, ERS costs that will go up just over \$105,000, and TRS just over \$25,600. These three increases constitute \$782,425 of the increased expenses for next year's budget.

In addition, the low-end projection of increases for Special Education needs contributes a large amount to the budget proposal.

The Board reviewed the 2nd draft of budget with changes from the 1st draft highlighted in blue.

Changes from the 1st draft to the 2nd draft brought the total budget increase down from 13.7% to 9.81%, however Dr. Huff and Mrs. Hadley are still looking for ways to further close the gap.

At the Board meeting next week, the Board will vote on the BOCES budget and election of BOCES Board representatives. Dr. Huff proposed allocating some time at the meeting

SUPERINTENDENT
REPORTBUDGET—2ND DRAFT

to review the district budget and consider the use of reserves. The district budget will need to be approved by the Board by April 23rd.

The Superintendent is scheduled to present to community groups on the budget including the Otto and East Otto Volunteer Fire Departments on May 6th at 6:00 p.m. and 7:30 p.m., to the Little Valley Volunteer Fire Department on May 13th at 7:00 p.m., and to the Little Valley Senior Citizens group [May 14th at 11:30 a.m.].

A Board member questioned how much each percentage of increase is worth. Each percentage of tax levy increase represents about \$40,000.

Winship Avenue—

The district has been working to transfer the Winship Avenue property to the village of Little Valley. There have been some challenges to finding a deed for the property. Files at the district have been searched and attorneys have not been successful in their initial searches for the deed.

TRANSFER OF PROPERTY

Dr. Huff noted that in the worst case, a survey of the property would need to be done. Part of the agreement for the transfer of property is that Little Valley will use the property for the intended purpose, which is recreational (T-ball, ice skating, etc.).

Capital Project Update—

Work on the capital project continues to move forward as punch list items for the fields are being taken care of, but the ground is still wet.

Capital Outlay Project—

On the addendum is a resolution for a Capital Outlay project for the 2024-2025 school year. The maximum allocation for such a project is \$100,000, which can be used to address small needs that come up through the course of the school year. Aid is received back on funds used for this type of project. For next school year, the proposed capital outlay project would be used to replace the High School sound system equipment in the gym, change the lights in the Elementary gymnasium to LED, and make domestic water service improvements.

CAPITAL PROJECT

Superintendent Search—

Last week, the District Superintendent reached out about setting up some focus group meetings on May 13th. Dr. Huff has put together a tentative plan for these meetings to include groups from the MS/HS Student Council, the Classified Unit, Teachers, Administrators, District Office Staff, the PTA, Bus Drivers, and Community Members. BOCES would have different facilitators come out to meet with these groups. Mr. Payne had also indicated that he is looking to put out a community survey within a week or so. Dr. Huff asked the Board if they could think of any groups to be represented that are not included in this list.

SUPERINTENDENT SEARCH

A Board member inquired if Board members are attending these meetings. The meetings take place all on the same day throughout the day.

Sawmill—

Dr. Huff met with representatives from the district’s insurance carrier regarding the proposed sawmill. Tony Schabloski also attended and did a great job explaining the mechanics of the proposal. We are currently waiting on the final approval from the insurance carrier, but the representatives did not present any significant concerns.

SAWMILL

FINANCIAL REPORTS:

FYI: Financial Warrants

FINANCIAL REPORTS

POLICY:

Policy 5230—Acceptance of Gifts, Grants and Bequests to the District; 3rd Review

Policy 5630—Facilities: Inspection, Operation, and Maintenance; 3rd Review

Policy 5730—School Bus Safety; 3rd Review

Policy 5740—Qualifications of Bus Drivers; 3rd Review

Policy 8320—Textbooks, Library Materials, and Other Instructional Materials; 3rd Review

POLICIES 5230, 5630,
5730, 5740, AND
8320

BOARD MINUTES/CONSENT ITEMS:

MOVED by Christopher Shattuck, seconded by Carrie Colburn-Mozes, to approve consent items as presented:

- a. Approve the minutes of the Board of Education meeting held Tuesday, March 26, 2024.

MINUTES 3-26-24

MOTION: Carried 4-0

REGULAR BUSINESS:

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

- a. Approve CSE/CPSE Action Items dated March 22, 2024 to April 4, 2022.
- b. Adopt Policy 5230—Acceptance of Gifts, Grants and Bequests to the District.
- c. Adopt Policy 5630—Facilities: Inspection, Operation, and Maintenance.
- d. Adopt Policy 5730—School Bus Safety.
- e. Adopt Policy 5740—Qualifications of Bus Drivers.
- f. Adopt Policy 8320—Textbooks, Library Materials, and Other Instructional Materials.
- g. Approve 2024 Post Prom Event scheduled for June 1, 2024.

CSE/CPSE ACTION

POLICIES 5230, 5630,
5730, 5740, 8320

POST PROM EVENT

MOTION: Carried 4-0

MOVED by Christopher Shattuck, seconded by Stacey Aguiar, to approve the following resolution:

A RESOLUTION, DATED APRIL 9, 2024, OF THE BOARD OF EDUCATION OF THE CATTARAUGUS-LITTLE VALLEY CENTRAL SCHOOL DISTRICT, CATTARAUGUS COUNTY, NEW YORK (THE "DISTRICT") DECLARING THE DISTRICT'S PROPOSED CAPITAL OUTLAY PROJECT (INVOLVING MODEST UPGRADES AND IMPROVEMENTS AT THE DISTRICT'S MAIN SCHOOL BUILDING) TO BE A TYPE II ACTION UNDER SEQRA, AND AUTHORIZING AND

CAPITAL OUTLAY
SEQR AND
INCLUSION IN 2024-
2025 BUDGET

**DIRECTING THE INCLUSION OF FUNDING FOR SUCH PROJECT IN
THE DISTRICT'S PROPOSED 2024-2025 BUDGET.**

WHEREAS, the Cattaraugus-Little Valley Central School District, Cattaraugus County, New York (the "District"), after consultation by District officials with the District's retained architectural firm, SEI Design Group Architects, D.P.C. (the "Architect"), has resolved that the District should propose to undertake, during the District's pending (2024-2025) fiscal year, a capital outlay project involving modest upgrades and improvements at the District's High School and Elementary School, such work being anticipated to include, but not necessarily limited to, improvements to the High School gymnasium sound system, replacement of lighting at the Elementary School gymnasium, and domestic water service improvements with all such work to take place at the Main School building, as well as all associated work (collectively, the "Project"); and

WHEREAS, the estimated maximum cost of the Project (inclusive of all preliminary and incidental costs) has been determined by the Architect to be \$100,000; and

WHEREAS, the District is proposing that the Project be financed by the application of \$100,000 of funds to be earmarked for such purpose as a "Transfer to Capital Fund" in the District's pending (i.e., 2024-2025) budget, with the work on the Project being anticipated to occur (and be completed) during the 2024-2025 fiscal year of the District; and

WHEREAS, the District wishes to reserve the right to expand, contract or modify the scope of the Project in light of the level of future construction bids received, with the understanding that the estimated maximum cost of the Project will not exceed \$100,000; and

WHEREAS, in accordance with State Education Department ("SED") guidance and policy, the District and its Board of Education is the appropriate agency to be the lead agency to undertake Project review under the State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, Section 617.5 of the SEQRA regulations (6 NYCRR Part 617) provides that certain activities are Type II actions that are not subject to review under SEQRA and that such activities include "maintenance or repair involving no substantial changes in an existing structure or facility" and "replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site...;" and

WHEREAS, the proposed Project constitutes such maintenance, repair, or in-kind, same-site replacement, rehabilitation, or reconstruction activities; and

WHEREAS, under the terms of the Memorandum of Understanding (a/k/a "SED MOU #023-024" or "MOU") between the State Office of Parks, Recreation and Historic Preservation ("OPRHP") (a/k/a State Historic Preservation Office or "SHPO") and SED, a project is exempt from SHPO review if, among other possible reasons, a building is 50 years old or older but has previously been evaluated by SHPO and found not to meet the criteria for inclusion in the State and National Register ("Registers"); and

WHEREAS, as indicated in the Cultural Resource Information System (“CRIS”), SHPO determined in 2021 that the Main School building is “not eligible” for listing on the Registers because it does not meet the criteria for inclusion in the Registers; and

WHEREAS, the Architect has determined that the proposed work is exempt from review by SHPO because the Main School building is “not eligible” for listing on the Registers, although the Architect may nonetheless choose to submit information on the proposed work to SHPO for confirmation;

NOW THEREFORE, BE IT RESOLVED, that it is the final determination of the District’s Board of Education that the proposed Project is a Type II action, which is not subject to review under SEQRA, and that the proposed Project will not result in a significant adverse impact on the environment; and be it further

RESOLVED, that the proposed Project shall be included as a “Transfer to Capital Fund” line item (not exceeding \$100,000 in amount) in the District’s proposed budget for the 2024-2025 fiscal year (with appropriate additional notification to District voters regarding the anticipated details of the work to be given in connection with the District’s regular budget approval process), so that such Project may be initiated and completed (assuming voter approval of the District’s proposed budget) during the District’s 2024-2025 fiscal year; and be it further

RESOLVED, that this resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Benjamin Stoll, President	VOTING	Y
Christopher Shattuck, Vice President	VOTING	Y
Stacey Aguiar	VOTING	Y
Carrie Colburn-Mozes	VOTING	Y
Jim McDonnell	Absent	
Jason Opferbeck	Absent	
Tim Walsh	Absent	

PERSONNEL:

MOVED by Christopher Shattuck, seconded by Carrie Colburn-Mozes, to approve the following Personnel Items for the 2023-2024 school year:

- a. Approve leave request for LaVerne Hahn, Maintenance Worker, effective on or about April 12, 2024, through on or about May 27, 2024.
- b. Approve leave request for Sherri Szczepanski, Special Education teacher, effective on or about March 15, 2024, through on or about April 15, 2024, with intermittent leave through the remainder of the school year.
- c. Approve leave request for Victoria Priest-Hines, teacher aide, for intermittent leave effective April 10, 2024, through the remainder of the 2023-2024 school year.

LEAVE REQUESTS

MOTION: Carried 4-0

MOVED by Christopher Shattuck, seconded by Carrie Colburn-Mozes, to adjourn the meeting at 8:00 p.m.

ADJOURNMENT

MOTION: Carried 4-0

Next Board of Education Meeting: Tuesday, April 16, 2024 at 6:30pm.

Paula Jones
District Clerk
Cattaraugus-Little Valley Central School