

UNOFFICIAL MINUTES
CATTARAUGUS-LITTLE VALLEY CENTRAL SCHOOL
BOARD OF EDUCATION
Regular Meeting
May 14, 2024

The Annual Budget Hearing was held in the MS/HS Theatre beginning at 6:30 p.m. followed by a regular Board of Education meeting held in the MS/HS Theatre.

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

Members Absent: Jason Opferbeck

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

Student Members: Loren Maguda—absent

BOE Meeting Participants: Nikki Munoz—exited 8:03 p.m.

PUBLIC HEARING—ANNUAL DISTRICT BUDGET MEETING

Dr. Huff introduced the Board Members to the community present. She then presented a Power Point on the proposed budget for 2024-2025 school year. The PowerPoint listed the three parts of the budget: Administrative, Program and Capital, as well as the components of each.

BUDGET HEARING

The district will be allocating more of the fund balance and reserves to accommodate the budget increases. There was only a slight increase in foundation aid, on which the district is heavily dependent.

The Superintendent also reviewed some of the higher expenditures for next school year that needed to be built into the budget including a rate hike in district-provided health insurance of around \$643,000, increases in out-of-district special education needs totaling almost \$900,000, as well as increases in both ERS and TRS (retirement systems).

The Power Point also included a breakdown of revenues for the district. The proposed budget includes an increase to the tax levy by 2%. For the past nine years, the district has had either a 0% or negative tax levy. The proposal remains below the tax cap, which is 2.9% for this year.

Dr. Huff noted that the governor released a late state budget on a Friday night in April. Governor Hochul had changed the formula for foundation aid between the February run (on which the budget had been built) and the April release of the budget causing a \$160,000 shortfall from the projected foundation aid. Dr. Huff and Mrs. Hadley came in that Sunday to work to compensate for that discrepancy in the budget proposal. The Superintendent reviewed the state aid breakdown. She then reviewed the plan for positions that were hired under ARP funds. The budget accounts for the retention of a grades 5/6 special education teacher and a speech teacher. One elementary teacher and one buildings and grounds position will be reduced through attrition. A PE position and the elementary math AIS position will be eliminated and covered via realignment of the PE teachers and other four elementary AIS teachers and literacy coach. The elementary math teacher aid position will be eliminated as well as positions for a BOCES counselor, HS special education teacher, MS ELA AIS teacher and HS Math AIS teacher. Administration is looking at how to support student AIS needs within existing teacher schedules. Some positions that the district was unable to fill during the 23-24 school year have also been removed from the budget for 24-25 including a MS math AIS teacher, a BOCES Tech integrator, and a Wolves Den teacher. The appointment of one administrator will be reduced from a 12-month to a 10-month position, and one keyboard specialist position will be reduced from 11 months to 10 months. Two administrator stipends will end as well. The budget will continue to support college classes and maintain athletics and extracurriculars.

Other topics covered by the PowerPoint included the use of the Smart Schools Bond Act funds, factors involved in determining the district's foundation aid, and technology and building and grounds needs added in the budget.

The transportation proposition is for replacement of vehicles totaling \$1,595,000. However, with the district's 90% transportation aid, this cost is reduced to \$159,000 and selling used buses reduces the district expense to around \$96,000.

Dr. Huff noted that districts must start purchasing electric buses in 2027 and by 2035, will be required to be completely electrified. The Superintendent has done extensive research and training on the electrification of buses. She is reluctant to transition based on our geographic location and has been in contact with our senators etc. about the issue.

The Superintendent also reviewed the proposed Capital Outlay mini project for next year, which will receive 90% building aid.

Dr. Huff reviewed the propositions that will appear on the ballot as well as the candidates that are running for positions on the Board of Education. There are three vacancies for three-year terms (July of 2024 through June of 2027).

Attendees were able to read the short bios that the candidates, Katie Hill and Katie Snyder, had submitted, and each candidate was given the opportunity to introduce themselves.

The budget vote will take place on May 21st from 11:00 a.m. to 8:00 p.m.

Community participants were given the opportunity to ask questions about the budget. Questions were asked about bringing special education students back into the district, eliminating AIS positions while maintaining college courses offered, and increasing class sizes.

Dr. Huff noted that this has been the 3rd most challenging budget that she has worked on in her many years of educational leadership.

A participant noted a concern about cutting services when half of the students in the district are not scoring proficiently on standardized testing, as well as a concern about adding in AIS requirements for elementary teachers. Dr. Huff explained that, in the elementary school, AIS will not be added to the responsibilities of regular classroom teachers but distributed amongst the four current AIS teachers and the literacy coach. Middle School and High School administrators are examining how to address AIS needs in their respective buildings.

A participant questioned two line items in the budget that were designated “other expense.” Mrs. Hadley did not have that specific information with her but agreed to get back to the individual about the items.

Other topics discussed included budgets of surrounding districts, the CSE process, RtI, the cost and use of Parent Square and the website.

A participant also mentioned that Randolph has a breakdown of budget that is worth checking out, and another participant questioned when the barn will be open for the community to tour.

7:25 p.m.—Budget hearing concluded, and Board recessed to meet in the MS/HS library for the regular Board of Education meeting.

REGULAR MEETING OF THE BOARD OF EDUCATION

The regular meeting of the Cattaraugus-Little Valley Central School Board of Education was called to order in the MS/HS Library at 7:32 p.m. by Ben Stoll, Board President.

REGULAR BOE
MEETING

Mr. Stoll led everyone in the Pledge of Allegiance.

MOVED by Christopher Shattuck, seconded by Jim McDonnell, that the Board recess at 7:33 p.m. to conduct an executive session on matters related to a student concern and put to a vote which resulted as follows:

EXECUTIVE
SESSION

MOTION: Carried 6-0

7:33 p.m.—Sally Hadley and Paula Jones exited the meeting. Nikki Munoz and Sharon Huff attended executive session.

8:03 p.m.—Nikki Munoz exited the meeting (executive session).

8:07 p.m.—Sally Hadley and Paula Jones reentered the meeting.

MOVED by Christopher Shattuck, seconded by Jim McDonnell, to resume the regular order of business at 8:38 p.m.

RESUMPTION OF
REGULAR
BUSINESS

MOTION: Carried 6-0

SUPERINTENDENT’S REPORT:

Department of Transportation Bus Inspection System Operator Profile—

The district recently received the New York State Department of Transportation Inspection System Operator Profile summarizing the results of vehicle inspections from the past year. The summary was good news as the district had a passing rate of 95.71%

TRANSPORTATION
INSPECTION

24 - 25 BOE Calendar—

Dr. Huff presented the Board with a draft of the Board of Education meeting calendar for next year. They will start with the reorganizational meeting on July 9th. The Superintendent asked the Board if they are interested in keeping the retreat on July 23rd, when it would typically be scheduled. They are interested in holding a retreat. Dr. Huff will attempt to line up some training on the responsibilities and roles of the Board. Board members discussed their availability for a retreat during the summer and the possibility of moving it to August. At the August 27th meeting, the Board will need to meet to approve the tax warrant. A Board member asked if the district would use BOCES to conduct the training. Most likely. The option was brought up to possibly have a short meeting on August 27th and then go into the retreat.

BOE MEETING
CALENDAR

Career Fair and Workforce Development Extravaganza—

The Superintendent thanked Tina Maines, Jennifer Smith, and Dr. Palmer from Southern Tier West for creating a career fair and workforce development extravaganza that will take place on Friday, May 31st. During the event, students will have opportunities to identify areas of interest for future careers.

CAREER FAIR

ARP Audit Report—

CLV’s target review monitoring survey was approved by NYSED. The district now just needs to continue to upload documentation on the use of funds for the remainder of the program.

ARP AUDIT

Assessment/Evaluation of Operations of the Special Education Department—

Dr. Huff would like to work with WNYESC or possibly BOCES to put together a mentorship for the new Director of Special Education as well as an audit of the operations of the Special Education Department.

SPECIAL ED
DEPARTMENT
EVALUATION

Extras—

Updated Superintendent goals and related data for the 2023-2024 school year have been posted for the Board.

SUPERINTENDENT
GOALS

The district is in the process of looking for a mechanic to fill the spot created by the resignation on the agenda.

VACANCY

Dr. Huff has met with the Otto, East Otto and Little Valley Volunteer Fire Departments, as well as senior citizens from Little Valley, on the upcoming budget vote.

COMMUNITY
BUDGET
MEETINGS

The Superintendent also noted that at one of the fire department meetings, the fire fighters inquired if they can utilize the fitness center at no cost. Typically the cost is \$15 a month for community members. Board members expressed that they do not have any problem with this arrangement as long as the Fitness Center schedule would not need to be adjusted. Dr. Huff will contact the Fire Departments and let them know about the Fitness Center availability and schedule.

FITNESS CENTER
USE BY VFD

FINANCIAL REPORTS:

FYI: Financial Warrants
 FYI: Budget Status Report
 FYI: Revenue Status Report
 FYI: Extraclassroom Activity Report—March
 Budget Transfer Report
 Treasurer’s Report—March

FINANCIAL REPORTS

A Board member questioned if Mrs. Hadley had a chance to look into the question from the budget hearing regarding “other.” The Business official noted that anything in the Special Education line was to cover requests from Amy Blair. She will look into the rest after the Board meeting.

POLICY:

Policy 1640—Absentee, Military, and Early Mail Ballots; 2nd Review

POLICY 1640

BOARD PRESIDENT’S REPORT:

Mr. Stoll noted that the Superintendent’s evaluation instrument has been posted. Board members were asked to please try complete this as soon as possible and submit to Paula Jones to compile.

SUPERINTENDENT EVALUATION

BOARD MINUTES/CONSENT ITEMS:

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

- a. Approve the minutes of the Board of Education meeting held Tuesday, April 23, 2024.

4-23-24 MINUTES

MOTION: Carried 6-0

REGULAR BUSINESS:

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

- a. Appoint Paula Jones as Chairperson of the Annual District Meeting held on Tuesday, May 21, 2024.
- b. Appoint the following Election Inspectors for the 2024-2025 Annual District Meeting on Tuesday, May 21, 2024 with a rate of pay of \$15.00/hour:

Walter Gunther	Geniece Perkins
Jane Frentz	Gail Matthies
Linda Milks	Mary Woodarek
- c. Approve CSE/CPSE Action Items dated April 20, 2024 to May 9, 2024.
- d. Approve Treasurer’s report for March 2024.
- e. Approve the following budget transfers:

BUDGET VOTE PERSONNEL

CSE/CPSE ACTION

TFR For Spec Ed Teachers Aides - 5-8

A2250-150-01-00	R Spec Ed - Tch Sal - PK-4	-11,700.00
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TREASURER’S REPORT

A2250-160-03-00	R Spec Ed - Tch Aides - 5-8		11,700.00	BUDGET TRANSFERS
TFR for Garage - Other Expense				
A5510-452-00-00	R Fuel	-30,000.00		
A5530-401-00-00	R Garg - Other Expense		30,000.00	
TFR For Special Education - Other Expense				
A2820-150-00-00	R Psych Salaries	-30,000.00		
A2250-400-00-00	R Spec Ed - Other Expense		30,000.00	

MOTION: Carried 6-0

PERSONNEL:

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

- a. Accept the letter of resignation from Amy Blair, Director of Special Education, effective May 24, 2024 with permission to fill vacancy. RESIGNATIONS
- b. Accept the letter of resignation from David Hill, cleaner, effective May 15, 2024 with permission to fill vacancy.
- c. Accept the letter of resignation from Victoria Pearl, teacher aide, effective May 18, 2024 with permission to fill vacancy.
- d. Accept the letter of resignation from Kyle Frentz, school bus mechanic, effective May 25, 2024 with permission to fill vacancy.
- e. Accept the letter of resignation from Kathryn Brown, Earth Science Teacher, effective July 31, 2024 with permission to fill vacancy.
- f. Accept the letter of intent to retire from Amy Sykes, Elementary nurse, as amended from the letter accepted by the Board of Education at the October 10, 2023 BOE meeting, thereby changing Amy’s retirement date from August 30, 2024 to September 30, 2024. RETIREMENT AMENDMENT
- g. Approve Emily Schroder as a substitute teacher for the 2023-2024 school year.
- h. Approve Emily Piwko, a student at St. Bonaventure University, as a student teacher with Laura Spruce (1st grade) effective on or about August 27, 2024 through on or about October 11, 2024. SUBSTITUTE TEACHER
- i. Approve Matthew Jones as a volunteer coach for Spring 2024 intramural volleyball and fall 2024 Varsity Volleyball. STUDENT TEACHER
- j. Appoint Kathy Forster as a summer technology aide effective July 8, 2024 through on or about August 27, 2024. VOLUNTEER COACH
- k. Accept the letter of resignation from Cathy Haynes, high school math teacher, effective August 27, 2024 with permission to fill vacancy. SUMMER TECH AIDE
- l. Amend appointment for the 2023-2024 school year from the 8/22/24 Board of Education meeting as follows: RESIGNATION
 District 504/ADA Coordinator: from Amy Blair to Molly Wallschlaeger 504/ADA COORDINATOR

MOTION: Carried 6-0

MOVED by Jim McDonnell, seconded by Christopher Shattuck, that the Board recess at 8:58 p.m. to conduct an executive session on matters related to Employment of an Individual(s) and put to a vote which resulted as follows:

EXECUTIVE
SESSION

MOTION: Carried 6-0

8:58 p.m.—The Zoom meeting was ended. Sharon Huff, Sally Hadley and Paula Jones attended executive session.

9:38 p.m.—Paula Jones exited the meeting.

MOVED by Christopher Shattuck, seconded by Jim McDonnell, to resume the regular order of business at 9:59 p.m.

RESUMPTION OF
REGULAR
BUSINESS

MOTION: Carried 6-0

9:59 p.m.—Paula Jones reentered the meeting.

MOVED by Christopher Shattuck, seconded by Carrie Colburn-Mozes, to adjourn the meeting at 9:59 p.m.

ADJOURNMENT

MOTION: Carried 6-0

Next Board of Education Meeting: Tuesday, May 28, 2024 at 6:30pm.

Paula Jones
District Clerk
Cattaraugus-Little Valley Central School