



**Regular Board Meeting**

Members Present: Amy Drozdziel, Lindsey Ellis, Jamie Gruber, Andrea Spengler, Michelle Merritt, Jamie Hebner, Derek Case.

Members Absent: None.

Administration Present: John O'Connor, Shauna McMahon, Dan Grande Kerriann Pelletter.

District Clerk: Kristin Irwin

Others: Sara Botticello, Jennifer Botticello, Kayme Crowell, Connie Brooker, Rachel Locke, Mr. Locke, Michelle Sprague, Mr. Drozdziel, Sophie Drozdziel, Braden Carmen- Dunkirk Observer

**Call to Order**

Amy Drozdziel called the meeting to order at 5:30 pm

**Pledge to the Flag**

**Presentations**

Amy Drozdziel recognized Jim Knoop during the Retiree Recognition.

Andrea Spengler Honor Amy Drozdziel for her years of service on the Board of Education. Andrea thanked Amy for her dedication to the school, students, and community.

**Approval of Agenda**

Andrea Spengler made the motion, seconded by Lindsey Ellis to approve the agenda.

All voted yes. Motion Carried.

**Public Comment**

None

**Supervisory Reports**

Mr. Scott Hazelton – Athletics

The Sports Awards Ceremony is Wednesday, June 12<sup>th</sup>.

Mr. Dan Grande – MS/HS Principal

Drive your Tractor to school day is June 7<sup>th</sup> and Class Night is June 7<sup>th</sup> at 7pm. Tricia Dugan will be the speaker for graduation.



Mrs. Shauna McMahon –Elementary Principal

The Spring Concert is June 6<sup>th</sup> at 7pm. Special Olympics was a great experience this year for all the students who attended.

**Board Reports**

- President

Amy Drozdziel stated that Graduation – June 29, 2024 – 2:00 pm

- Committee Reports

Amy Drozdziel gave an update about Honors Night and how the Valedictorian and Salutatorian were honored.

- Superintendent

**Discussion Items**

- 2024-2025 Board Meetings will begin at 5:30pm unless otherwise noted.

**Old Business**-none

**New Business Consent Agenda**

Recommendation from Superintendent to approve agenda items A.

Michelle Merritt made the motion, seconded by Derek Case, upon recommendation from Superintendent to approve the Meeting Minutes

**A. Meeting Minutes**

- 1) Approve the Budget Hearing and BOE Regular Meeting Minutes of May 9, 2024.
- 2) Accept the results of the Annual Meeting/District Vote of May 21, 2024.

All voted yes. Motion Carried.

Recommendation from Superintendent to approve agenda items B.

Jamie Gruber made the motion, seconded by Jamie Hebner, upon recommendation from Superintendent to approve the Financial Items.

**B. Financial Items**

- 1) Treasurer's Report for all fund- April 2024
- 2) Warrant Summary Report and Claims Auditor Report- May 2024



- 3) Claims Audit Year End Report
- 4) Extra-Curricular Reports- April 2024
- 5) Faculty Year End Audit Report
- 6) Budget Transfers
  
- 7) Authorize the transfer from the unappropriated fund balance to Unemployment Reserves Fund in the amount not to exceed \$73,000 effective June 30, 2024.
  
- 8) Authorize the transfer from the unappropriated fund balance to the Retirement Contribution Reserve Fund in the amount not to exceed \$75,000 effective June 30, 2024.
  
- 9) Authorize the transfer from the Employee Benefit Accrued Liability Reserve Fund to the General Fund in the amount not to exceed \$120,000 effective June 30, 2024.
  
- 10) Authorize the transfer from the unappropriated fund balance to the Retirement Contribution Reserve Sub-Fund in the amount not to exceed \$76,000 effective June 30, 2024.
  
- 11) Authorize the transfer from the unappropriated fund balance to the Property Loss Reserve Fund in the amount not to exceed \$25,000 effective June 30, 2024.
  
- 12) Authorize the transfer from the unappropriated fund balance to the Capital Reserve Fund in the amount not to exceed \$750,000 effective June 30, 2024.
  
- 13) Authorize the transfer from the unappropriated fund balance to the Insurance Reserve Fund in the amount not to exceed \$15,000 effective June 30, 2024.

All voted yes. Motion Carried.

Recommendation from Superintendent to approve agenda items C.

Lindsey Ellis made the motion, seconded by Michelle Merritt, upon recommendation from Superintendent to approve the Personnel Items.

**C. Personnel**

- 1) Approve the following change of work hours effective May 8, 2024.

Richard Franklin	5.0 hours
Lenora White	4.0 hours

- 2) Approve the following individuals for the Summer Enrichment Program:



Elizabeth Matteson  
Tom Dempsey  
Laurie Becker  
Lisa Szumigala  
Michele Dolce  
David McLhinney  
James Pratt  
Kristen Marvin  
Allison Kwilos  
Rachael Clark  
Christina Bauer

3) Approve the following unpaid leave:

Mike O'Leary	1.75 days	April 23, 2024 & May 8, 2024
Zachary Bills	.25 day	May 29, 2024

4) Approve the following substitutes:

Jane Scott	Floater Monitor Aide
Brady Greenough	Cleaner

- 5) Approve the request of Allison Kwilos for paid leave anticipated from May 20, 2024 through June 24, 2024.
- 6) Approve the request of Marissa Graci for unpaid child rearing leave anticipated from July 16, 2024, through July 31, 2024.
- 7) Approve the resignation of Marrisa Graci, Account Clerk, effective July 31, 2024.
- 8) Approve the resignation of Carla Wienke, School Psychologist, effective August 31, 2024.
- 9) Approve the resignation of Ashley Rokikta, Special Education Teacher, effective June 28, 2024.
- 10) Terminate Grace Sipos, long term substitute, Special Education teacher, effective June 30, 2024. She will remain on the substitute list.
- 11) Upon the recommendation of the Superintendent Michelle Sprague, who holds an initial certification in Childhood Education Grades 1-6, is hereby appointed to a probationary position in the Elementary tenure area for a 4-year probationary period commencing on August 28, 2024, and ending on August 27, 2028 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of



Section 3012 of Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, the teacher shall not be eligible for tenure at that time.

Michelle Sprague shall receive a salary for the school year (2024- 2025) of \$46,199.00 based on Step A of the Collective Bargaining Agreement.

- 12) Upon the recommendation of the Superintendent Shannon Soffel, who holds an provisional certification in School Social Worker, is hereby appointed to a probationary position in the Social Work tenure area for a 4-year probationary period commencing on August 28, 2024, and ending on August 27, 2028 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, the teacher shall not be eligible for tenure at that time. Shannon Soffel shall receive a salary for the school year (2024- 2025) of \$48,937.00 based on Step E of the Collective Bargaining Agreement.
- 13) Approve the administrative paid leave for Michael O'Leary effective May 20, 2024 and ending on June 30, 2024.
- 14) Approve the administrative paid leave for Zachary Bills effective June 3, 2024 and ending on June 30, 2024.
- 15) Approve the following Grad hours and Masters effective August 28, 2024:  
  
Halie Booth     2 blocks of 3 grad hours
- 16) Correct the motion made and unanimously passed on May 9, 2024 regarding Brenda Schneider to reflect that she completed her one year of probationary period for Civil Service purposes effective May 17, 2024.
- 17) Approve the following bus drivers and aides for summer transportations runs at their regular 2024-2025 hourly rates:

Joanne Moss	Bus Driver – North Collins	4.25 hours/day
Sara Botticello	Bus Aide – North Collins	3.75 hours/day
Meranda Heim	Bus Driver – Pine Valley	4.0 hours/day
Rich Franklin	Bus Driver – Pine Valley	4.0 hours/day



Jane Scott	Bus Driver – LoGuidice	4.25 hours/day
Mary Gunther	Bus Aide – LoGuidice	3.25 hours/day
Bill Moss	Bus Driver – Brocton	6.75 hours/day
Jen Tampio	Bus Driver – Summer Enrichment	4.00 hours/day

**Bus Driver Substitutes**

Randy Richter  
Steve Waugh

**18) Approve the following summer floater monitor aide:**

Terri O'Connor      4.0 hours a day

**19) Approve the following summer cleaners at the Board approved summer cleaner rate:**

Melissa Schwerk	8.0 hours a day
Janey Thompson	8.0 hours a day
Jeannette Croft	8.0 hours a day
Adam Seeley	4.0 hours a day

**20) Approve the following cafeteria positions for summer at their regular 2024-2025 hourly rates:**

Eric Flitt	Cook/Baker	Mon-Thurs.	5.0 hours/day
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**Cook/Baker Substitute**

Sandy Muck  
Mindy VanArsdale

**21) Approve the following volunteers:**

Marv Cummings	Prom Chaperone
Michael LoManto	Prom Chaperone
Daniel Warman	All County Chaperone
James O'Connell	Regents Review Physics

**22) Appoint Nathan Nobles as the District Treasurer for the 2024-2025 school year.**

**23) Approve the following stipends effective July 1, 2024, through June 30, 2025:**

District Clerk	\$4,750
Central Treasurer	\$2,000



Derek Case abstained and the rest of the members all voted yes. Motion Carried.

Recommendation from Superintendent to approve agenda items D.

Jamie Hebner made the motion, seconded by Jamie Gruber upon recommendation from Superintendent to approve the Other Items.

**D. Other**

- 1) Approve the following IEP Recommendations #6928, 6384, 6648, 6923, 6315, 1450, 6666, 6773, 6428, 6875, 6571, 6702, 6928, 6371, 6678, 6815, 6914, 6768, 6296, 6896, 6757, 6834, 6610, 6703, 6957, 6879, 6893, 6990, 6991, 6892, 6891, 6982.
- 2) Approve the shared sport with Silver Creek (Host) for Girls Flag Football for Section 6 for the 2024-2025 school year.
- 3) Approve the Grant Agreement with Lakeshore Connections.
- 4) Authorize the Superintendent to enter into a renewal agreement with ESI for the Employee Assistance Program in the amount of \$ 3,120.00 for the period of July 1, 2024- June 30, 2025.
- 5) Authorize the Superintendent to enter into an agreement with the County of Chautauqua and the Chautauqua County Sheriff for the school resource officer program partnership July 1, 2024, through June 30, 2025 at a contractual amount of \$114,584.81.
- 6) Authorize the Superintendent to enter into a rental agreement for transportation with the Forestville Parent Connection for Class Night 2024.
- 7) Authorize the Superintendent to enter into an agreement with Tom Bixby, Construction Consultant.
- 8) Authorize the Superintendent to enter into an agreement with Stacey L. Lovern OTR/L for 2024-2025 year for a contractual amount of \$15,000.00.

All voted yes. Motion Carried.

**Executive Session**

Andrea Spengler made the motion, seconded by Lindsey Ellis to enter into Executive Session to discuss the employment history of particular persons or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or



removal of particular persons at 6:00 pm.

All voted yes. Motion Carried.

Jamie Gruber made the motion, seconded by Michelle Merritt to return to regular session at 6:15 pm.

All voted yes. Motion Carried.

### **Adjournment**

Andrea Spengler made the motion, seconded by Lindsey Ellis to adjourn the meeting at 6:15 pm.

All voted yes. Motion Carried

### **Correspondence/Information-**

- End of Year Advisor Reports