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**FALCONER CENTRAL SCHOOL DISTRICT  
REGULAR MEETING OF THE BOARD OF EDUCATION  
MAY 16, 2023, AT 6:30 PM  
HELD IN THE ROBERT CARPENTER BOARDROOM  
IN THE MIDDLE/HIGH SCHOOL**

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Members Present: Tracy Schrader  
Robert Carpenter  
Ro Woodard  
Marcella Centi  
Heather Cardot  
Mark Wilcox

Members Excused: Tom Frederes

Administration Present: Stephen Penhollow, Superintendent  
Sara Kennison, School District Business Leader

Others Present: None

**CALL TO ORDER BY THE PRESIDENT:**

The meeting was called to order by Board President, Tracy Schrader, at 6:30 PM.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT:**

The public was invited to address the Board of Education. No one wished to address the Board of Education.

- A motion was made by Ro Woodard and seconded by Marcella Centi to approve the minutes of the May 2, 2023, Regular Board of Education Meeting.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Robert Carpenter and seconded by Mark Wilcox to approve the minutes of the May 2, 2023, Budget Hearing Meeting.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Ro Woodard and seconded by Marcella Centi to approve the additions and/or deletions to the agenda.

Voting Yes – 6

Voting No – 0

Motion Carried

#### **EDUCATIONAL PRESENTATIONS:**

- None

#### **DEPARTMENT/STAFF REPORTS:**

- None

#### **INFORMATION:**

##### **Administrative Reports:**

Summaries of reports presented at the Board Meeting are included below. Additional details and information are included in the board packet written administrative reports.

- Sara Kennison -
  - Provided a summary of the finalized state budget highlights, including an update on the school aid funds.
  - Provided a planning letter from the district auditor and an update on the audit plan for this school year.
  - Discussed a notice of potential PILOT for the district
  - Provided budget status reports for the months of January, February, March and April with discussion regarding the most recent report.
  - Gave information to Board Members regarding the State Mandated Training for Board Members.
- Steve Penhollow -
  - Reminded the Board of Education about Honor's night dinner
  - Provided an update on the minor changes to the upcoming graduation ceremony including sound system, diploma distribution and award announcements
  - Provided an update on the annexation
  - Provided an update on the bid opening last Friday and shared the results
  - Provided background information on the FBLA Conference and the Band Trip that are on the agenda for review
  - Discussed proposed sports merger
  - Discussed personnel items from the agenda
- Audit planning letter from Buffamante Whipple Buttafaro, P.C.
- New potential pilot notice from Chautauqua County Industrial Development Agency.
- Official results of April 19, 2023, BOCES Component Districts vote.

#### **OLD BUSINESS:**

- None

## **NEW BUSINESS:**

- A motion was made by Heather Cardot and seconded by Marcella Centi to approve the CSE minutes from April 28 and May 3, 4, 8, 10, and 11, 2023.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Ro Woodard and seconded by Mark Wilcox to approve the request from Michelle Johnson to travel, along with seven of her students, to the Future Business Leaders of America's (FBLA) National Leadership Conference in Atlanta, Georgia, June 27 to June 30, 2023, at a cost not to exceed \$1,412.50.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Robert Carpenter and seconded by Heather Cardot to approve the 6th-grade band, middle school band, and select members of the high school band performance at Waldameer Park in Erie, PA on June 12, 2023.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Heather Cardot and seconded by Mark Wilcox to approve the resolution for the merger of the following sports for the 2023-2024 school year in accordance with the Interscholastic Athletics Sharing Agreement:

- Boys' varsity swimming with Frewsburg, Jamestown, and Southwestern

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Robert Carpenter and seconded by Ro Woodard to approve the award of the contract to Mazza Mechanical Services, Inc., in the amount of \$748,000.00, for the mechanical contract for Falconer Central School's Capital Improvement Project Phase IV, No. 06-11-01-04-0-001-015.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Ro Woodard and seconded by Heather Cardot to approve the award of the contract to BECC Electric, in the amount of \$73,995.00, for the electrical contract for Falconer Central School's Capital Improvement Project Phase IV, No. 06-11-01-04-0-001-015.

Voting Yes – 6  
Voting No – 0  
Motion Carried

## **POLICIES:**

- First reading of revised Policy 5630, Facilities: Inspection, Operation, and Maintenance.
- First reading of revised Policy 7270, Rights of Non-Custodial Parents.
- First reading of revised Policy 7420, Sports and the Athletic Program.
- First reading of revised 8240, Instruction in Certain Subjects.
- A motion was made by Ro Woodard and seconded by Heather Cardot for the approval of the following policies:
  - Revised policy 5660, Meal Charging and Prohibition Against Meal Shaming.
  - Revised policy 5672, Information Security Breach and Notification.
  - Policy 5673, Employee Personal Identifying Information.

Voting Yes – 6  
Voting No – 0  
Motion Carried

## **FINANCE:**

- A motion was made by Robert Carpenter and seconded by Ro Woodard to approve the following finance items:
  - Claim Schedule, as of May 16, 2023.
  - Treasurer's Report for the month beginning April 1, 2023, and ending April 30, 2023.
  - Budget Status Reports:
    - January 2023 Budget Status Report
    - February 2023 Budget Status Report
    - March 2023 Budget Status Report
    - April 2023 Budget Status Report

Voting Yes – 6  
Voting No – 0  
Motion Carried

## **BUILDING AND GROUNDS:**

- Discussed the proposed summer projects and additional summer help that may be needed.
- Discussion on the district's policy for dogs on district property

## **TRANSPORTATION:**

- None

## **PERSONNEL:**

- A motion was made by Heather Cardot and seconded by Mark Wilcox to approve the addition of Katie Fales to the 2022-2023 extra-curricular list as a volunteer for JV softball.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Ro Woodard and seconded by Marcella Centi to approve the appointment of Krysta Witherspoon as an LPN/Aide, effective June 1, 2023, with payment in accordance with Appendix B, Schedule C, of the Falconer Secretarial, Clerical & Personnel Support Association Contract, pending fingerprint clearance from the New York State Education Department.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Robert Carpenter and seconded by Marcella Centi to approve the resignation of Laura Obrist, Elementary Art Teacher, effective August 31, 2023.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Ro Woodard and seconded by Mark Wilcox to approve the probationary appointment of Lauren Kimball, who holds an initial certification in Visual Arts Education, as an Elementary Art Teacher, effective August 21, 2023, with the probationary period ending August 20, 2027, and salary according to Appendix A-1, Step 2, of the FEA Contract.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Heather Cardot and seconded by Ro Woodard to approve the resignation of Genevieve Audino, AIS Math Teacher, effective June 30, 2023.

Voting Yes – 6  
Voting No – 0  
Motion Carried

- A motion was made by Ro Woodard and seconded by Heather Cardot to approve the request from Jennifer Brooks, Teacher's Aide, for time off as needed for a health condition in accordance with Board policy 6551.

Voting Yes – 6

Voting No – 0

Motion Carried

#### **EXECUTIVE SESSION:**

- A motion was made by Robert Carpenter and seconded by Marcella Centi to enter into Executive Session at 7:39 PM.

Voting Yes – 6

Voting No – 0

Motion Carried

- Board President, Tracy Schrader, reconvened the Regular Session of the Falconer Central School Board meeting at 8:02 PM.

#### **EXTRA ENCLOSURES:**

- None

#### **ADJOURN MEETING:**

- A motion was made by Heather Cardot and seconded by Mark Wilcox to adjourn the meeting at 8:03 PM.

Voting Yes – 6

Voting No – 0

Motion Carried



Sara Kennison  
Board and District Clerk