



# Special Board of Education Meeting

**January 22, 2024**

**Canisteo-Greenwood High School  
7:00 AM**

**CANISTEO-GREENWOOD CENTRAL SCHOOL  
BOARD OF EDUCATION  
PUBLIC AGENDA  
MONDAY, January 22, 2024**

**SPECIAL MEETING**

**High School Conference Room**

**6:00 PM**

**BOARD OF EDUCATION**

**Opening of the Meeting**

President, **Mike Nisbet** calls the Regular Board of Education meeting to order.  
President advises where the fire exits are.

**Pledge of Allegiance**

**I. CONSENSUS ITEMS**

**Routine Actions**

Approve the following:

- a) January 22, 2024 agenda, consensus, and personnel items as presented

**II. COMMUNICATIONS**

**Superintendent's Report**

- a) Vacancy – Custodian at Elementary School
- b) Bus Vacancy –
  - AM BOCES Run
  - Mid Day BOCES Run
  - PM BOCES Run

**III. CORRESPONDENCE** - None

**IV. OLD BUSINESS** - None

**VII. RECOMMENDATIONS** –

- a) Accept the Canisteo Greenwood 2023-2024 Capital Outlay Project bid to Iversen Construction Inc. in the amount of \$94,900 based on the recommendation of LeChase.

**VII. PUBLIC COMMENTS**

COMMENTS FROM THE PUBLIC ARE WELCOME, HOWEVER, THE CONTEXT AND TIMING ARE AT THE DISCRETION OF THE PRESIDENT OF THE BOARD OF EDUCATION.

**IV. ANTICIPATED EXECUTIVE SESSION**

Enter into Executive Session, for matters pertaining to personal matter.

**V. ANTICIPATED OUT OF EXECUTIVE SESSION**

Move out of Executive Session.

**VI. CONSENSUS AND PERSONNEL**

**1. Special Education- None**

**2. Personnel**

**A. Leave of Absence – None**

SPECIAL BOARD MEETING – JANUARY 22, 2024

**B. Resignations –**

- a) \* Accept the resignation of the AM BOCES Run, Mid-Day BOCES Run, and PM BOCES Run from Rose Mullen, effective January 19, 2024.

**C. Appointments**

- a) \* Approve the following additions to the 2023-2024 Substitute list pending fingerprint clearance:

Jessie Gardner	Aide, Cleaner
Gerry Carney	Cleaner
Sarah Sargent	Aide, Cleaner

**VII. ADJOURNMENT**

Adjourn the Board Meeting.

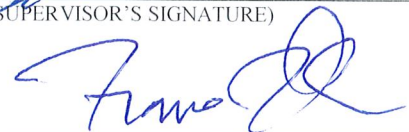
**CANISTEO-GREENWOOD CENTRAL SCHOOL**  
**VACANCY NOTIFICATION**



<b>POSITION /TITLE:</b> Custodian				
<b>DEPARTMENT:</b> Maintenance Department		<b>BUILDING:</b> Elementary		
<b>REPORTS TO:</b> (Immediate Supervisor/Title) Don Lewis				
<b>POSITION STATUS:</b>	<u>XX</u> Permanent	<u>    </u> Temporary	<u>    </u> Seasonal	
<b>REASON FOR LEAVING:</b>	<u>  X  </u> Retirement	<u>    </u> Transfer	<u>    </u> Suspension	<u>    </u> Resignation
<b>POSITION PREVIOUSLY HELD BY:</b> Cindy Mills			<b>HOURS PER DAY WORKED:</b> 8	
<b>IMPACT OF POSITION NOT FILLED:</b>  This position is necessary to keep the buildings and grounds operational at the elementary school. Cleaning, trash removal, general upkeep.				

  
\_\_\_\_\_  
(SUPERVISOR'S SIGNATURE)

1/17/24  
\_\_\_\_\_  
(DATE)

  
\_\_\_\_\_  
(SUPERINTENDENT'S SIGNATURE)

1/18/24  
\_\_\_\_\_  
(DATE)

**CANISTEO-GREENWOOD CENTRAL SCHOOL**  
**VACANCY NOTIFICATION**



<b>POSITION /TITLE: AM BOCES</b>				
<b>DEPARTMENT: Transportation</b>		<b>BUILDING: Bus Garage</b>		
<b>REPORTS TO: (Heidi Beecher Director of Transportation)</b>				
<b>POSITION STATUS:</b>	<input checked="" type="checkbox"/> <b>Permanent</b>	<input type="checkbox"/> <b>Temporary</b>	<input type="checkbox"/> <b>Seasonal</b>	
<b>REASON FOR LEAVING:</b>	<input type="checkbox"/> <b>Retirement</b>	<input type="checkbox"/> <b>Transfer</b>	<input type="checkbox"/> <b>Suspension</b>	<input type="checkbox"/> <b>Resignation</b>
<b>POSITION PREVIOUSLY HELD BY:</b>			<b>HOURS PER DAY WORKED : 1.0</b>	
<b>IMPACT OF POSITION NOT FILLED: Students will not get to school</b>				

\_\_\_\_\_  
(SUPERVISOR'S SIGNATURE)

A handwritten signature in blue ink, appearing to read "Frank", is written over a horizontal line.

\_\_\_\_\_  
(SUPERINTENDENT'S SIGNATURE)

\_\_\_\_\_  
(DATE)

1/18/24

\_\_\_\_\_  
(DATE)

**CANISTEO-GREENWOOD CENTRAL SCHOOL  
VACANCY NOTIFICATION**



<b>POSITION /TITLE: MID DAY BOCES</b>				
<b>DEPARTMENT:</b> Transportation		<b>BUILDING:</b> Bus Garage		
<b>REPORTS TO:</b> (Heidi Beecher Director of Transportation)				
<b>POSITION STATUS:</b>	<u>  X  </u> Permanent	<u>      </u> Temporary	<u>      </u> Seasonal	
<b>REASON FOR LEAVING:</b>	<u>      </u> Retirement	<u>  </u> Transfer	<u>      </u> Suspension	<u>      </u> Resignation
<b>POSITION PREVIOUSLY HELD BY:</b>			<b>HOURS PER DAY WORKED : 1.25</b>	
<b>IMPACT OF POSITION NOT FILLED:</b> Students will not get to school				

(SUPERVISOR'S SIGNATURE)

A handwritten signature in blue ink, appearing to be "Heidi Beecher", written over a horizontal line.

(SUPERINTENDENT'S SIGNATURE)

(DATE)

1/18/24

(DATE)



**CANISTEO-GREENWOOD CENTRAL SCHOOL  
VACANCY NOTIFICATION**



<b>POSITION /TITLE: PM BOCES</b>				
<b>DEPARTMENT: Transportation</b>		<b>BUILDING: Bus Garage</b>		
<b>REPORTS TO: (Heidi Beecher Director of Transportation)</b>				
<b>POSITION STATUS:</b>	<input checked="" type="checkbox"/> <b>Permanent</b>	<input type="checkbox"/> <b>Temporary</b>	<input type="checkbox"/> <b>Seasonal</b>	
<b>REASON FOR LEAVING:</b>	<input type="checkbox"/> <b>Retirement</b>	<input type="checkbox"/> <b>Transfer</b>	<input type="checkbox"/> <b>Suspension</b>	<input type="checkbox"/> <b>Resignation</b>
<b>POSITION PREVIOUSLY HELD BY:</b>			<b>HOURS PER DAY WORKED : 1.0</b>	
<b>IMPACT OF POSITION NOT FILLED: Students will not get to school</b>				

(SUPERVISOR'S SIGNATURE)

A handwritten signature in blue ink, appearing to be "Hans", written over a horizontal line.

(SUPERINTENDENT'S SIGNATURE)

(DATE)

A handwritten date "1/18/24" in blue ink, written over a horizontal line.

(DATE)



January 17, 2024

Mr. Thomas Crook  
Superintendent of Schools  
Canisteo-Greenwood Central School District  
84 Greenwood Street  
Canisteo, NY 14823

**Re: Canisteo-Greenwood Central School District  
2023-2024 Capital Outlay Project  
General Trades Contract Recommendation**

Dear Mr. Crook:

The Canisteo-Greenwood Central School District – 2023-2024 Capital Outlay Project bids for the General Trades Contract were received on January 16, 2024. A copy of the bid comparison sheets is attached for your information. A total of 2 bids were received for the General Trades contract.

LeChase and Hunt have reviewed the bids submitted and have contacted the apparent low bidders to perform a “de-scoping” of their bid. De-scoping involves reviewing the bid forms for accuracy, confirming addenda were received and understood, review of bid security, checking past experience and a general review of the scope of work to be performed. This is done to ensure that the District awards a contract to the lowest responsible bidder.

Following the de-scoping process, we are able to provide this Letter of Recommendation to the Canisteo-Greenwood Central School District for its approval. Assuming bonds and insurance are confirmed to be acceptable, it is our recommendation to award the contracts as follows:

<u>Contract</u>	<u>Contractor</u>	<u>Amount</u>
General Trades Base Bid	Iversen Construction Inc.	\$80,400
Add - Alternate #1 Fitness Center Door 121-1		<u>\$14,500</u>
<b>Total Contract Amount:</b>		<b>\$94,900</b>

If you have any questions, or need more information, feel free to contact us.

Very truly yours,

A blue ink handwritten signature, appearing to read 'Russ Robinson', with a long horizontal flourish extending to the right.

Russ Robinson  
Project Executive  
**LeChase Construction Services LLC**

cc: J. Robinson (LeChase)  
T. Westlake (LeChase)  
J. Robbins (Hunt)  
J. Zurlick (Hunt)



[illegible][illegible]

REMOVE COVER, PLANK, TIE RODS, AND CHAINS IN THE MASONRY TO EXPOSE THE JOINTS. REMOVE ALL REPAIR MATERIALS AND CHAINS TO BE REMOVED TO LEAVE THE JOINTS EXPOSED TO MATCH EXISTING CONSTRUCTION.

REPAIR SURFACES TO MATCH EXISTING CONSTRUCTION. REPAIR DAMAGE TO NEARBY SURFACES AND HANGWARE IN THEIR PATH TO EXPOSED JOINTS. REPAIR DAMAGE TO SURFACES SCHEDULED TO BE MAIN PLAIN TO MATCH EXISTING CONSTRUCTION AND PREPARE SURFACES TO EXPOSED NEW FINISHES. EXISTING PLAIN TO BE REPAIR PREP FOR NEW COAT AND FINISHES.

REPAIR EXISTING SURFACES TO MATCH EXISTING CONSTRUCTION. REPAIR ANY LOCAL EXISTING JOINTS CAPABLE OF BEING ADJACENT TO TRANSITION.

- 1 PROVIDE NEW DOOR & FRAME IN EXISTING OPENING. VERIFY ALL DIMENSIONS.
- 2 PROVIDE POWER TO DOOR MACHINE. DO OPENERS. HOW NEAREST THE ALARM POWER SOURCE?
- 3 EXISTING FRAME TO REMAIN. PROVIDE FIELD FIRE RATING FOR EXISTING DOOR FRAME.
- 4 EXISTING FRAME TO REMAIN. PROVIDE FIELD FIRE RATING FOR EXISTING DOOR FRAME.
- 5 PROVIDE NEW DOOR. EXISTING FRAME TO REMAIN IN EXISTING OPENING. VERIFY ALL DIMENSIONS.

Figure 10-10 Examples of door types and frame types.

