

**CITY SCHOOL DISTRICT OF THE CITY OF NORWICH  
BOARD OF EDUCATION**

**January 16, 2019**

The Regular Meeting of the Board of Education of the City School District of the City of Norwich, in the County of Chenango, New York, was held at the District Office, 89 Midland Drive, Norwich, New York, in said District on Wednesday, January 16, 2019.

**PRESENT:** Hon. Howard Sullivan; President; Mrs. Roz DeRensis, Vice-President; Mr. Brian Burton; Mr. Donald Chirlin; Mr. John Klockowski; Mrs. Jamie Maistros; Mr. Brian Reid; Mr. Gerard O'Sullivan, Superintendent; and Mrs. Pamela Salvati, District Clerk.

**ABSENT:** None

Hon. Howard Sullivan, President, called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was recited.

Business was taken out of order so that the Madrigal Singers could perform for the Board.

- Madrigal Singers Brief Performance – Mary Williams - Mary informed the Board that the group has given 5 hours of community service in the month of December. She introduced Kayla Farrell, a senior, who shared her background and accomplishments as a member of the chorus.

1. **ADOPTION OF MINUTES** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Reid and carried 7-0, the minutes from the December 6, 2018, Work Session and the December 19, 2018, Regular Meeting of the Board of Education were approved. (Information attached to the official minutes of the District.)

2. **REPORTS –**

- Superintendent –
  - **School Safety** – Mr. O'Sullivan reviewed what safety updates have been completed in each building.
  - Ms. Hansen explained what safety training is being done and future plans to train all staff. Guide for Developing High-Quality School Emergency Operations Plans from FEMA was given to each board member. (copy attached)
  - Mr. O'Sullivan shared that NCSD received high remarks from the Comptrollers report regarding how we are working with the students to prepare them for an emergency situation. The report will be available for the Board at a later date.
- Finance –
  - **Co-Curricular Activities / Athletics** – Mr. O'Sullivan reviewed the presentation with the Board along with a grid showing the uniform purchasing history for the past three years. Discussion regarding ways to cut costs and possibly bringing in some revenue. (Presentation is attached to the official minutes of the District.)
  - **Revenues** - Mr. Wightman reviewed the presentation with the Board. (Presentation is attached to the official minutes of the District.)
  - **Governor State Aid Run** – Mr. Wightman reviewed the state aid analysis information with the Board. (Document is attached to the official minutes of the District.)

3. **OLD BUSINESS UPDATES –**

- **Mental Health Services** – Mr. Chirlin gave a brief update regarding the community concern for the services not being available to the students during the school day. Information will be gathered regarding use of services attendance numbers and the use of our buildings at no cost to the county and thanked the building Principals for meeting with Mrs. Roberts from the Mental Health office.
- **Special Education Graduation Rate** – (Information is attached) Kathy Goolden, Special Programs Director, reviewed the information with the Board and answered several questions.
- **Union Discussions** – Mr. Sullivan informed the Board that they were waiting on state aid information and retirement numbers that are not complete yet. In addition, he asked the union representatives to feel free to meet with the Board.

Mr. O'Sullivan informed the Board that the information will not be ready for a couple of weeks.

Mr. Chirlin stated that he hopes the mental health situation gets straightened out.

**4. NEW BUSINESS –**

- Positive Points – *High School* - Mr. O'Sullivan shared some of the positive points with the Board: Restorative principles; Sen. Akshar presented to the Sr. Class; Jr. Class had a panel discussion with (4) HS grads with tips on navigating Senior year and selecting a college; congratulations to Michael Squires & Emma Larsen with the highest scores on the PSAT test; Kayla Farrell has been accepted to the All-Eastern and All State Mixed Chorus; the boys and girls indoor track teams continue to break school records; and this year's basketball program was dedicated to Dr. Robert Cleveland with the family in attendance and Mr. Ryan delivering the dedication. *Middle School* – Grade 6 Mystery Skype Session with Lorry Chwazik is going great; Mr. Manchester's advanced Math class gave 70 food items to the food drive; Jacob Phillips and Grayson Boyer received recognition from the YMCA for their volunteer work; 30 coats and various hats, scarves and mittens were received from Benedict Corp. from the holiday coat drive; and 30 students were selected to attend the Binghamton Devil's ice hockey game on January 25<sup>th</sup> based on academics and behavior. *Perry Browne* – 400 positive Leader Alert Post Cards were sent home to students; Liberty Partnership Program was visited by "Eat Smart NY"; and Julie Salerno received a \$5,000 Stem to Success grant that will bring Math Movement to Perry Browne. *Stanford Gibson* – The custodial staff is a positive presence, they are ready to do whatever students, teachers and staff need; Mrs. Lund's class 14-18 visitors to help students with Gingerbread House fun; Winter Wonderland was a huge success with 100 volunteers and over 400 people attending; 105 students received a PRIDE Award and had lunch with Mrs. Oliver; Emily Koval will continue to offer professional development on technology initiatives twice a month; Jenn Yaniowak and Diane Hait will be providing resources and support to teachers with the "Help for Billy" book; and TCIS was successfully completed with 6 employees earning their certificates. (Complete list of positive points are attached to the official minutes of the District.)

In addition, Mr. O'Sullivan shared with the Board that Mr. Baker and Mr. Grady will be coming back to a future Board meeting to discuss the mountain biking with the Board.

RIT will be here at the High School and Middle School this summer. The Army and Navy will have about 200 members here for 3 weeks. The dental, vision and veterinary services will be available.

The wiring project in the High School and Middle School will be going on the same time along with Summer School that will have to be held at Perry Browne or Stanford Gibson.

- Professional Development (Outline, MLP Reports, Trauma Online Academy, DigCit Kickoff) – Katie Hansen shared information regarding the budget changes for professional development. (Information is attached to the official minutes of the District.)
- Superintendent Search Update – Mr. Sullivan read a press release that he will give to The Evening Sun at the end of the meeting regarding the hiring of an Interim Superintendent and four possible candidates.

**5. PERSONNEL RECOMMENDATIONS –** Upon the recommendation of the Superintendent and on a motion by Mrs. DeRensis, seconded by Mr. Burton, and carried 7-0, the Board of Education approved the following Instructional and Support Staff Recommendations:

**Instructional Staff**

**END OF EMPLOYMENT**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Bldg</u></b>	<b><u>Reason</u></b>	<b><u>Effective</u></b>
Evans, Rebecca	Remedial Reading	PB	Resignation	02/28/19

**APPOINTMENTS – HIGH SCHOOL MUSICAL**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Stipend</u></b>
Williams, Mary	Music Director	\$1,800
Oeheme, Linda	Costume Designer	\$500
Grenier, Susan	Props Manager	\$500
Geasey, David	Sound Design	\$600
Czachowski, Jessica	Choreographer	\$750

**APPOINTMENTS – SUBSTITUTE**

<b><u>Name</u></b>	<b><u>Effective</u></b>
Race, Zackery	01/17/19

**APPOINTMENTS – SUBSTITUTE cont.**

<b>Name</b>	<b>Effective</b>
Allaire, Kelly	01/17/19
Dier, Sabrina	01/17/19
Huffman, Kiersten	01/17/19
Oralls, Carol	01/17/19
Webb, Kristine	01/17/19

**Support Staff****END OF EMPLOYMENT**

<b>Name</b>	<b>Position</b>	<b>Bldg</b>	<b>Reason</b>	<b>Effective</b>
Morbidini, Tullio	Dispatcher	BG	Resignation	01/11/19
D'Angelo, Nancy	Teacher Aide	MS	Retirement	08/30/19

**APPOINTMENTS – PROBATIONARY**

<b>Name</b>	<b>Position</b>	<b>Bldg</b>	<b>Salary</b>	<b>Effective</b>
Bowen, Yahna	Bus Aide	BG	\$19.02	01/22/19
Ham, Donna	Keyboard Specialist	HS	\$11.55	01/09/19
Woods, Sara	Teacher Aide	SG	\$11.30	02/01/19

**REDUCTION IN POSITION**

<b>Name</b>	<b>Position</b>	<b>Bldg</b>	<b>Current FTE</b>	<b>New FTE</b>	<b>Reason</b>	<b>Effective</b>
Bowen, Yahna	Shipping/Receiving Clerk	BG	1.0	.05	Reduction	01/22/19

**APPOINTMENT – PERMANENT**

<b>Name</b>	<b>Position</b>	<b>Bldg</b>	<b>Effective</b>
McKenna, Jeremy	Head Bus Driver	BG	08/16/18

**APPOINTMENTS – SUBSTITUTE**

<b>Name</b>	<b>Position</b>	<b>Effective</b>
McKenna, Peggy	Clerical	01/17/19
Hill, Marinda	Teacher Aide	01/08/19
Bentivegna, Emily	LPN	01/17/19
Schader, Amy	Cleaner	01/17/19

6. **PUBLIC COMMENT** – Brenna McCormack shared with the Board that a Music and Art Expo will be held on February 9<sup>th</sup> from 4pm – 6pm at the United Church of Christ.
7. **CONSENT AGENDA** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Reid and carried 7-0, the Board of Education approved the following actions within the consent agenda: (Information attached to the official minutes of the District.)

*Special Education & Preschool Special Education Reports  
BOCES Bill (December)  
Treasurer's Report (December)  
Facilities Request from Perkins School of the Arts*

**8. ACTION ITEM –**

- A. **Board Policy A301.13 - Use of Therapy Dogs in Schools** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mrs. Maistros and carried 7-0, the Board of Education approved *Board Policy A301.13 – Use of Therapy Dogs in Schools for Second Reading*. (Board Policy is attached to the official minutes of the District.)

**9. EXECUTIVE SESSION -**

Mr. Reid made a motion to end the Regular Meeting at 7:33 p.m. and enter into Executive Session to discuss a personal matter, seconded by Mr. Burton and carried 7-0, the Board entered Executive Session at 7:35 p.m.

Mr. Reid made a motion to end the Executive Session at 7:43 p.m., seconded by Mr. Burton and carried 7-0, Executive Session ended.

With no further business, Mr. Reid made a motion to adjourn the Regular Meeting of the Board of Education, seconded by Mr. Burton and carried 7-0, the meeting of the Board of Education was adjourned at 7:48 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Pamela Salvati".

Pamela Salvati  
District Clerk  
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