

**NORWICH CITY SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
August 18, 2021  
6:00 p.m.  
High School Cafeteria  
MASKS ARE MANDATORY**

1) **OATH OF OFFICE**

- District Clerk – Cynthia Wier

2) **EXECUTIVE SESSION**

3) **MINUTES** – It is recommended that the Board of Education adopt minutes from the [July 7, 2021 Re-organizational and Regular Meeting](#).

4) **SUPERINTENDENT’S REPORT**

- [MTSS \(Multi-Tiered System of Supports\) Handbook Highlights](#) – Amy Marvin
- [Professional Learning Plan Highlights](#) – Fran Niles and Mandy Gyles-Whittock.
- Capital Project update –King & King Architects and Fiscal Advisors

5) **DISCUSSION ITEM**

- Re-opening plan – mask wearing
- B.O.D.Y. – update
- Rebranded meet & greet

6) **CONSENT ITEM**

- Approval of – [Special Education and Preschool Special Education Reports](#)
- Approval of – [BOCES supplement bills #2 and #3](#)

7) **ACTION ITEMS**

- NCSD Instructional Calendar Approval: It is recommended that the Board of Education approve the attached Revised [NCSD Instructional Calendar for the 2021-2022 school year](#).
- Approval of Tax Certiorari Reserve: It is recommended that the Board of Education approve the [tax certiorari reserve resolution](#).
- Confirmation and Authorization of Tax Warrant – It is recommended that the Board of Education adopt the attached [2021-2022 / 2020-2021 Tax Warrant Comparison](#) Resolution confirming the tax roll and authorizing issuance for the warrant for the 2021-2022 school year.
- Wal-Mart Donation acceptance: It is recommended that the Board of Education accept the Wal-Mart donation of two pallets of donated sanitizing supplies including 50 cases of hand sanitizer and approximately 10 boxes of sanitizing wipes.
- Board Policy Approval: It is recommended that the Board of Education approve the following Board Policy for *Second Reading*: [FMLA Policy A506](#)
- Board Policy Approval: It is recommended that the Board of Education approve the following Board Policy for *First Reading*: [Substitutes A506 revised 3](#)

8) **COMMITTEES**

- Committee Appointment – Internal Audit: It is recommended that the Board of Education appoint the following members of the Internal Audit Committee for the 2021-2022 school year: *Christopher Olds, Kiernan Hamilton and John Williams*.

- Committee Appointment – Policy: It is recommended that the Board of Education appoint the following members of the Policy Committee for the 2021-2022 school year: ***Brian Burton, Clyde Birch and Roz DeRensis.***
- Committee Appointment – Capital Project Planning: It is recommended that the Board of Education appoint the following members of the Capital Project Planning Committee for the 2021-2022 school year: ***Christopher Olds, Brian Reid and John Williams.***
- Committee Appointment – Finance: It is recommended that the Board of Education appoint the following members of the Finance Committee for the 2021-2022 school year: ***Brian Reid, Brian Burton and Clyde Birch.***
- Committee Appointment – Community Action Team: It is recommended that the Board of Education appoint the following members of the Community Action Team Committee for the 2021-2022 school year: ***Brian Reid, Roz DeRensis and Kiernan Hamilton.***

9) **PERSONNEL RECOMMENDATIONS**

10) **PUBLIC COMMENT**

Join Meeting

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**NORWICH CITY SCHOOL DISTRICT  
BOARD OF EDUCATION**

**August 18, 2021**

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 in the High School Cafeteria, 89 Midland Drive, Norwich, NY in said District on Wednesday, August 18, 2021.

**Board Members Present:** Mr. Christopher Olds, President; Mr. Brian Reid, Vice President; Mr. Clyde Birch, Jr.; Mr. Brian Burton; Mrs. Roz DeRensis; Mrs. Kiernan Hamilton; Mr. John Williams; Mr. Scott Ryan, Superintendent; and Mrs. Cynthia Wier, District Clerk.

Also present: Mr. Steve Andrus, Dir. Of Managed Technology Services; Mr. Brian Bartlett, Dir. Of Business Services & Transportation; and Mrs. Jessica Poyer, Dir. Of Teaching, Learning & Personnel.

Board of Education President Christopher Olds called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

- 1) **OATH OF OFFICE** for Cynthia Wier as the new District Clerk was performed earlier in the day and is available for viewing.

2) **EXECUTIVE SESSION**

On a motion by Mr. Burton to enter Executive Session to discuss a personnel matter, seconded by Mr. Birch and carried 7-0, the Board went into Executive Session at 6:02 p.m.

On a motion by Mr. Burton to leave Executive Session, seconded by Mrs. Hamilton and carried 7-0, the Board left Executive Session at 6:08 p.m.

3) **ADOPTION OF MINUTES**

Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Burton and carried 7-0, the Minutes from the July 7, 2021 Re-organizational and Regular Meeting were approved. (Attached to the official meeting minutes of the District)

4) **SUPERINTENDENT'S REPORT**

- Capital Project update –King & King Architects and Fiscal Advisors made a presentation to spotlight the timeline of the entire project starting back in the Spring of 2020. They collaborated with the building leadership, community engagement and Instructional Council, as well as looking back at past projects. The goal was to create no impact on the current tax levy and would be using \$35M to complete phase one and two of the project. The money will be divided equally among the 4 buildings in the district. Much of the focus will be making the buildings energy code compliant with improved ventilation systems; rooftop units; insulation; student safety; improved parking and vehicle circulation; ADA accessibility; and added snow removal areas. There may be improvements to the library media centers to make them more useable by configuring them to be a moveable concept with flexibility. Phase 1 is proposed to start the summer of 2023 with roofs and site work/construction and would continue through the Fall of 2024, closing in December 2024. Phase 2 of the Infrastructure/Program Construction would run from the Summer of 2024 through the Fall of 2025, closing in December 2025. Mr. Burton and Mr. Ryan both praised how this would create NO impact on the tax levy. There would be no cost incurred by the local taxpayers to make these capital improvements. It is proposed to hold a public hearing early in November 2021; with a vote on or near November 19, 2021.

- MTSS (Multi-Tiered System of Supports) Handbook Highlights – Amy Marvin, the MTSS Coordinator presented the framework of a system which promotes total school improvement. She explained this three-tiered system will help remove barriers and provide academic, behavioral and social emotional support to all students. The first tier is “Universal” and is meant for all students. Tier two is “Targeted” for those students who need more resources but will still get all the benefits from the tier one. Tier three is “Intensive” which gives even further support for those students who need even more support and includes all the extras from the other two tiers of the system. Within the system, there are four student centered teams: Building Leaders, Child Study, Data, and PLC.
- Professional Learning Plan Highlights – Two long-term elementary teachers, Fran Niles and Mandy Gyles-Whitlock presented what the Instructional Council has been working on as they expand the teacher’s toolbox. The council meets once a month for two hours and is creating learning for all instructional and support staff to help aspire everyone to continue to learn. The highlights include use of Professional Learning Communities; PLC Partner Cycles; Summer Learning; Conferences and Workshops; Study Groups; Hosting Student Teachers; Peer Observations; and Graduate Coursework. They are creating a teacher mentoring program which pairs the “seasoned” teachers to work with the new teachers. Mr. Ryan added that this is built-in support to increase the NCSD network to support each other. With the new teachers contract that extended their day, most of the meetings will take place during the scheduled school day.

## 5) DISCUSSION ITEMS

- Re-opening plan: Mr. Ryan stressed to the Board that the current recommendations are all subject to changed based on current needs of the COVID restrictions. It is a priority for our school to be back to in-person learning. There will be no screenings at the entry of the buildings. Masks will be worn by all staff and students regardless of vaccination status. They must be worn in situations of 6ft or less spacing of more than 10 minutes. NCSD will be working with the Chenango County Department of Health. If we deliberately do not follow the DOH requirements the district could be liable for damages above and beyond insurance coverage limits. Also, the incoming Governor plans a mask mandate as soon as she has the authority.
- B.O.D.Y.: There is a new community group that expressed their interest in meeting with several key leaders in the district to explain their initiative to remove bias in classrooms. They have asked 22 in-depth questions and Mr. Ryan will bring those to the Board. This will keep doors open with the community and will keep the focus on education. Mr. Ryan plans to draft a written response to the group with a task of approving a community action team. Mrs. Hamilton asked how much time the board should give to an interest group since there is potential of many hot topics and other groups starting.
- Rebranded meet & greet: Mr. Ryan started out by congratulating Mrs. Kisten Giglio on her retirement as NHS Principal. Mr. David Daniels has been hired in the interim to fill in as the position is advertised and hope to have a full-time replacement in place mid to late October. There are also grant planned supports for the next three years which should create solid structures that will improve each building. The top categories of spending include supports due to COVID and learning loss. Providing wellness centers in the district; telehealth for staff and students through Bassett Healthcare; and additional cleaning services, office managers, MTSS and PLC partners. There will be a Meet & Greet set for Tuesday, September 8<sup>th</sup> from 6:00 – 8:00 p.m. at the NHS Stadium for all families of NCSD. This will be a time to spotlight the Mission-Vision-Values rollout. Key leadership will be on hand for the evening, including the Board and many of our new teachers.

## 6) CONSENT ITEM

- Upon the recommendation of the Superintendent and on the motion of Mr. Burton, seconded by Mr. Williams and carried 7-0, the Board of Education approved the Special Education and Preschool Special Education Reports. (Attached to the official meeting minutes of the District)
- Upon the recommendation of the Superintendent and on the motion of Mr. Burton, seconded by Mr. Reid and carried 7-0, the Board of Education approved the BOCES supplement bills #2 and #3. (Attached to the official meeting minutes of the District)

## 7) ACTION ITEMS

- NCSD Instructional Calendar Approval: Upon the recommendation of the Superintendent and on the motion of Mr. Williams, seconded by Mr. Birch and carried 7-0, the Board of Education approved the Revised NCSD Instructional Calendar for the 2021-2022 school year. (Attached to the official meeting minutes of the District)
- Approval of Tax Certiorari Reserve: Upon the recommendation of the Superintendent and on the motion of Mr. Reid, seconded by Mrs. DeRensis and carried 7-0, the Board of Education approved the Tax Certiorari Reserve Resolution. (Attached to the official meeting minutes of the District)
- Confirmation and Authorization of Tax Warrant: Upon the recommendation of the Superintendent and on the motion of Mr. Burton, seconded by Mrs. Hamilton and carried 7-0, the Board of Education approved the 2021-2022 / 2020-2021 Tax Warrant Comparison Resolution confirming the tax roll and authorizing issuance for the warrant for the 2021-2022 school year. (Attached to the official meeting minutes of the District)
- Wal-Mart Donation acceptance: Upon the recommendation of the Superintendent and on the motion of Mr. Williams, seconded by Mrs. DeRensis and carried 7-0, the Board of Education accepted the Wal-Mart donation of two pallets of donated sanitizing supplies including 50 cases of hand sanitizer and approximately 10 boxes of sanitizing wipes.
- Board Policy Approval: Upon the recommendation of the Superintendent and on the motion of Mr. Reid, seconded by Mr. Burton and carried 7-0, the Board of Education approved the following Board Policy for *Second Reading*: FMLA Policy A506. (Attached to the official meeting minutes of the District)
- Board Policy Approval: Upon the recommendation of the Superintendent and on the motion of Mr. Reid, seconded by Mr. Burton and carried 7-0, the Board of Education approved the following Board Policy for *First Reading*: Substitutes A506 revised 3. (attached to the official meeting minutes of the District)

## 8) COMMITTEES:

Upon the recommendation of the Superintendent and on the motion of Mr. Birch, seconded by Mr. Reid and carried 7-0, the Board of Education approved the following Committee Appointments for the 2021-2022 school year.

- Internal Audit Committee: ***Christopher Olds, Kiernan Hamilton and John Williams.***
- Policy Committee: ***Brian Burton, Clyde Birch and Roz DeRensis.***
- Capital Project Planning Committee: ***Christopher Olds, Brian Reid and John Williams.***
- Finance Committee: ***Brian Reid, Brian Burton and Clyde Birch.***
- Community Action Team Committee: ***Brian Reid, Roz DeRensis and Kiernan Hamilton.***

**9) PERSONNEL RECOMMENDATIONS**

Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Williams 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>
Giorgio-Kitissou, Laura	Art Teacher	MS	Resignation	07/20/2021
Giglio, Kisten	High School Principal	HS	Retirement	09/02/2021
Strachman, Tricia	School Psychologist	PB	Resignation	08/31/2021
Sansevere, Mary Jane	Pre-K Teacher	SG	Resignation	08/17/2021

**APPOINTMENTS – PROBATIONARY**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Bldg</u></b>	<b><u>Salary</u></b>	<b><u>Effective</u></b>
Cambareri, Joseph	Music Teacher	MS/HS	\$51,553.00	09/01/2021
Perry, Melissa	Special Education Teacher	SG	\$55,258.00	09/01/2021
Thresh, Lauren	Science Teacher	MS	\$51,011.00	09/01/2021
Alston, Kirchelle	Art Teacher	PB	\$50,261.00	09/01/2021
Monroe, Nicole	Special Education Teacher	PB	\$52,340.00	09/01/2020
Ketcham, Alyssa	Art Teacher	HS	\$49,811.00	09/01/2021
Cowit, Richard	ELA Teacher Grades 7-12	CARE	\$70,808.00	09/01/2021
Chaffee, Sydney	PE Teacher	HS	\$49,000.00	09/01/2021
Sylstra, Garrett	PE Teacher	PB	\$44,811.00	09/01/2021
Kovac, Denise	Grade 5 Teacher	PB	\$50,930.00	09/01/2021
Davis, Shaundra	Science Teacher	HS	\$64,910.00	09/01/2021
Roy, Dennis	Technology Teacher	HS	\$76,000.00	09/01/2021
Chrystie, Melissa	Grade 5 Teacher	PB	\$61,333.00	09/01/2021

**APPOINTMENTS – TEMPORARY**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Bldg</u></b>	<b><u>Stipend</u></b>	<b><u>Effective</u></b>
Hait, Diane	TOSA – PLC Partner	DO	\$6,000.00	08/19/2021-06/30/2022
Rice, Elyse	TOSA – PLC Partner	DO	\$6,000.00	08/19/2021-06/30/2022
Gilbeau, Sara	TOSA – Student Success Coordinator	PB	N/A	08/19/2021-06/30/2022

**PAID LEAVE OF ABSENCE**

<b><u>Name</u></b>	<b><u>Area</u></b>	<b><u>Bldg</u></b>	<b><u>Reason</u></b>	<b><u>Start Date</u></b>
Burns, Amanda	Counselor	HS	LOA	09/07/2021
Patten, Jennifer	Math Teacher	MS	LOA	09/07/2021
Guzewich, Suzanne	Grade 1 Teacher	SG	LOA	09/07/2021

**APPOINTMENT – CHANGE**

<b><u>Name</u></b>	<b><u>Area</u></b>	<b><u>Bldg</u></b>	<b><u>Salary</u></b>	<b><u>Effective</u></b>
Ziemann-West, Brian	Grade 3 Teacher	PB	\$44,811	09/01/2021

**APPOINTMENTS – MARCHING BAND**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Stipend</u></b>
Carpenter, Kelsey	Dance Choreography	\$700.00
Cambareri, Joseph	Pit Instructor	\$2,000.00
Czachowski, Jessica	Visual Instructor	\$500.00
Marvin, Cameron	Drumline Assistant	\$750.00

#### APPOINTMENTS – VOLUNTEER FALL COACHING

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Rifanburg, Ty	Junior Varsity Football Volunteer	\$0
Budd, Summer	Cheerleading Volunteer	\$0

#### COMMITTEE APPOINTMENT – STRATEGIC PLANNING TEAM - CHANGE

District	Scott Ryan	Jessica Poyer
	Brian Bartlett	Steve Andrus
	Kathy Goolden	Amy Marvin

#### GRADUATE CREDIT INCREASES

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Monroe, Nicole	\$52,340.00	\$52,490.00	09/01/2021

#### APPOINTMENTS – EXTRA DUTY

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Salary</u>	<u>Effective</u>
Martinson, John	CSE Chairperson	DO	\$15,000.00	09/01/2021-06/30/2022

#### APPOINTMENTS – REGULAR SUBSTITUTE

<u>Name</u>	<u>Area</u>	<u>Bldg</u>	<u>Salary</u>	<u>Effective</u>
Golden, Caitlin	Special Education Teacher	SG	\$47,161.00	09/01/2021-06/30/2022
Jenks, Maureen	Special Education Teacher	MS	\$55,271.00	09/01/2021-06/30/2022
Saroka, Tyler	Special Education Teacher	HS	\$49,003.00	09/01/2021-06/30/2022
Wall, Crystal	Special Education Teacher	HS	\$49,782.00	09/01/2021-06/30/2022
Martin, Marlee	Grade 1 Teacher	SG	\$44,811.00	09/01/2021-06/30/2022
Searfoss, Jennifer	Grade K Teacher	SG	\$44,811.00	09/01/2021-12/22/2021
Ellis, Kyle	Mathematics Teacher	MS	\$44,811.00	09/01/2021-06/30/2022

#### APPOINTMENT – SUBSTITUTE

<u>Name</u>	<u>Effective</u>
Grady, Laura	09/01/2021
Matott, Maria	09/01/2021

#### SUPPORT STAFF

#### END OF EMPLOYMENT

<u>Name</u>	<u>Position</u>	<u>Bldg</u>	<u>Reason</u>	<u>Effective</u>
Lawrence, James	Teaching Assistant	SG	Resignation	08/31/2021
Neis, Jamie	School Nurse	PB	Resignation	08/31/2021
Ingraham, Madeleine	Teaching Assistant	MS	Resignation	08/06/2021
Race, Lorri	At-Risk Coordinator	HS	Resignation	08/31/2021
Casella, Jack	Cleaner	MS	Resignation	08/17/2021
Roy, Dennis	Coordinator of CARE & Innovation	HS	Resignation	08/31/2021

#### APPOINTMENT – MCNR - PROBATIONARY

<u>Name</u>	<u>Area</u>	<u>Bldg</u>	<u>Salary</u>	<u>Effective</u>
Van Beers, Lauren	Secretary II	DO	\$41,400.00	07/01/2021
Vanderslice, Joshua	Student Success Coordinator	MS	\$62,000.00	08/16/2021
Edwards, Mary Carol	PLC Partner	District Wide	\$85,000.00	08/01/2021
Alger, Steven Joseph	PLC Partner	District Wide	\$85,000.00	08/03/2021
Race, Lorri	Student Success Coordinator	HS	\$67,500.00	09/01/2021

#### APPOINTMENT – NESSA - PROBATIONARY

<u>Name</u>	<u>Area</u>	<u>Bldg</u>	<u>Salary</u>	<u>Effective</u>
Smith, Sabrina	Secretary II	MS	\$13.00/hr	07/01/2021

Woods, Sarah	Teaching Assistant	SG	\$12.50/hr	09/01/2021
Cruger, Deborah	Teaching Assistant	HS	\$12.50/hr	09/01/2021
Tribby, Samantha	Teaching Assistant	SG	\$12.50/hr	09/01/2021
Natoli, Jillian	Teaching Assistant	SG	\$12.50/hr	09/01/2021
Ritter, Heidi	Teaching Assistant	PB	\$12.50/hr	09/01/2021
McLaughlin, Anna	Teaching Assistant	PB	\$12.50/hr	09/01/2021

#### APPOINTMENTS – SUMMER FEEDING

<u>Name</u>	<u>Position</u>
Shedd, Diane	Summer Feeding Manager
Ford, Michael	Summer Feeding Cook
Parker, Kaitlyn	Summer Feeding Food Service Worker
Emhof, Shirley	Summer Feeding Substitute
Hubbard, Deborah	Summer Feeding Substitute

#### APPOINTMENTS – LATCHKEY 2021-2022

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Lawrence, Shawna	Director	09/01/2021
Bernard, Jerevy	Supervisor	09/01/2021
Cooper, Lori	Supervisor	09/01/2021
Macalalad, Elaine	Supervisor	09/01/2021

#### APPOINTMENTS – LATCHKEY SUBSTITUTES 2021-2022

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Flanagan, Deborah	Substitute Director	09/01/2021
Peet, Lea	Substitute Supervisor	09/01/2021
Stafford, Joanne	Substitute Supervisor	09/01/2021
Valashinas, Samantha	Substitute Supervisor	09/01/2021
Yanowiak, Jennifer	Substitute Supervisor	09/01/2021

#### APPOINTMENTS – EXTRA DUTY

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Salary</u>	<u>Effective</u>
Wright, Jamie	Office Manager	HS	\$5,000.00	09/01/2021
Wier, Cynthia	Office Manager	MS	\$5,000.00	09/01/2021
Nichols, Katie	Office Manager	PB	\$5,000.00	09/01/2021
Figary, Joni	Office Manager	SG	\$5,000.00	09/01/2021
Van Beers, Lauren	Office Manager	DO	\$5,000.00	09/01/2021

#### APPOINTMENTS – ANNUAL

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Salary</u>	<u>Effective</u>
Roach, Stacey	District Safety Training Coordinator	DO	\$8,000.00	07/01/2021-06/30/2022
Palmere, Nellene	Interscholastic Health and Safety Management Coordinator	DO	\$8,000.00	07/01/2021-06/30/2022
McCann, Patricia	Health Wellness Information Coordinator	DO	\$8,000.00	07/01/2021-06/30/2022
Wier, Cynthia	District Clerk	DO	\$6,000.00	07/01/2021-06/30/2022

#### APPOINTMENTS – SUBSTITUTES

<u>Name</u>	<u>Area</u>	<u>Effective</u>
Alberts, Georgina	Substitute Bus Aide	09/01/2021



#### **10) PUBLIC COMMENT**

Lisa Natoli addressed the Board with her concern regarding the initial meeting between the partial school board and the new Balance of Diversity of Youth group. She felt the community should have been allowed to participate in the meeting to hear what they had to bring to the school.

Tina Fahy addressed the Board with her concern over wearing masks to school and how it has been an issue for her son. She was questioning decisions based on CDC recommendations and that the school board should check with public health professionals as there are too many variables that do not align with schools.

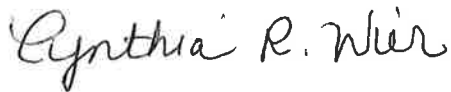
Jason Burghandt addressed the Board regarding the rules that are being put in place and the irreputable affects it is having on the children.

Joshua Mahannah-Bechin addressed the Board as a 2012 NHS graduate in support of the B.O.D.Y. group and he supports the rights of all students.

Bridget Dexter addressed the Board as a member of the B.O.D.Y. community group who wants to help support those in the community who are afraid to speak up because of the fear of retaliation. She stated that it was not affiliated with any religious or political groups but supports a balanced education for all.

With no further business, the Regular Meeting of the Board of Education was adjourned at 8:37 p.m. on a motion by Mr. Burton, seconded by Mrs. DeRensis and carried 7-0.

Respectfully Submitted,



Cynthia R. Wier  
District Clerk

Link to the meeting:

<https://www.youtube.com/channel/UCGnv077fXd9dX84sbiMLKDQ>