

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

July 6, 2022

The Annual Reorganization 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, Conference Rooms #1 and #2, Norwich, New York, in said District on Wednesday, July 6, 2022.

PRESENT: Mr. Clyde Birch, Jr.; Mr. Brian Burton; Mrs. Roz DeRensis; Mrs. Kiernan Hamilton; Mr. Christopher Olds; Mrs. Debra Phelps; Mr. Brian Reid; Mr. Scott Ryan, Superintendent of Schools; and Mrs. Pamela Salvati, Assistant District Clerk.

ABSENT: None

ALSO IN ATTENDANCE: Mr. Brian Bartlett, Dir. of Business Services & Transportation; Mrs. Jessica Poyer, Dir. of Teaching & Learning; and Mr. Rafael Olazagasti, Dir. of Human Resources.

ADMINISTRATION OF OATHS OF OFFICE

- Superintendent of Schools
- Newly Elected Board Member
- Reelected Board Member

Assistant District Clerk, Pamela Salvati called the meeting to order at 6:01 p.m. with the Pledge of Allegiance.

It is noted that Mr. Scott Ryan, Superintendent of Schools has filed his Oath of Office. It is also noted that Mrs. Kiernan Hamilton; and Mrs. Debra Phelps have filed their Oaths of Office and have been seated on the Board.

ELECTION OF BOARD OF EDUCATION OFFICERS – The Assistant District Clerk, Pamela Salvati, requested nominations for the Office of President of the Norwich City School District for the 2022-2023 school year.

Mr. Burton nominated Mr. Olds for the Office of President, seconded by Mr. Reid.

The Clerk then asked for additional nominations for the Office of President, there were none.

The Clerk instructed the Board that the voting was a public matter and that the Board Members should raise their right hand when voting for the person to fill the Office of President.

The Clerk then asked for all members voting for Mr. Olds for Office of President. Six members voted, Mr. Burton; Mr. Birch; Mrs. DeRensis; Mrs. Hamilton; Mrs. Phelps; and Mr. Reid were all in favor.

The Clerk declared the election was official and Mr. Olds was duly elected President for the school year 2022-2023.

The Clerk administered the Oath of Office to Mr. Olds as President of the Board of Education.

Mr. Christopher Olds, President took over the meeting and asked for nominations for the Office of Vice-President. Mr. Burton nominated Mr. Reid, seconded by Mr. Birch.

Mr. Olds then asked for additional nominations and there were none, he declared the nominations closed.

Mr. Olds asked for all members voting for Mr. Reid for the Office of Vice-President and instructed the Board to raise their right hand. Six members voted, Mr. Burton; Mr. Birch; Mrs. DeRensis; Mrs. Hamilton; Mr. Olds and Mrs. Phelps were all in favor.

Mr. Olds then declared the election was official and Mr. Reid was duly elected Vice-President of the Board of Education for the school year 2022-2023.

It should be noted that the Oath of Office was administered, by the District Clerk, to Mr. Reid as Vice-President.

BOARD ACTIVITIES AND RESPONSIBILITIES

- 1. RESOLUTION TO AMEND TAX ROLL** – Upon the recommendation of the Superintendent and on a motion by Mrs. DeRensis, seconded by Mr. Birch and carried 7-0, the Board of Education approved the following resolution authorizing the School District Treasurer to make necessary adjustments in the tax roll with the approval of the Superintendent:

“RESOLVED, that the Board of Education of the City School District of the City of Norwich authorize the School District Treasurer, with the approval of the Superintendent, to make the required adjustments to the tax roll when the Treasurer has received the appropriate affidavits from the assessors indicating an incorrect assessment and when they have received the appropriate notice from the Chenango County Tax Director confirming the incorrect assessment, and,

BE IT FURTHER RESOLVED, that the School District Treasurer upon receiving the appropriate papers, then be authorized to direct the School Tax Collector to amend the tax roll and refund the erroneous tax collected or change the amount of tax due, and,

BE IT FURTHER RESOLVED that the School District Treasurer be required to inform the Board of Education of any adjustments made through the informational section of the Board’s monthly agenda.”

- 2. ANNUAL SCHOOL DISTRICT ELECTION AND BUDGET VOTE** – Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mr. Reid and carried 7-0, the Board of Education authorize the following actions in connection with the Annual School District Election and Budget Vote:

a). Verify or alter School Election District Boundaries for Norwich City School **District #1** all residents residing in the City of Norwich and Town of Norwich Districts #1 & #2, North Norwich District #1, Oxford Districts #1 & #2, New Berlin District #1; Guilford District #1; Towns of Plymouth; Smyrna; Preston; McDonough; and Pharsalia vote at the Norwich City School District, 89 Midland Drive, Norwich, NY.

b). Appoint up to eight Inspectors of Election for election **District #1** and set the rate of pay TBD. (Hourly rate may not to exceed “the basic compensation paid to inspectors of election at the preceding general election”.)

c). Authorize publication of legal notices.

d). Set hours of voting for Election Day – to be 11:00 a.m. to 8:00 p.m.

- 3. CONSENT AGENDA** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Burton and carried 7-0, the Board of Education approved inclusion of the following types of actions within a Consent Agenda for Regular Board of Education meetings:

Adoption of Budget Calendars	Annual School District Election Appointments
Appointment of Advisory Boards and Committees	Approval of Budget Transfers
Approval of Outstanding Encumbrances	Approval for Participation in Coop Bidding
Approval of Special Ed & Preschool Special Ed Reports	BOCES Internal Claims Auditor Report
BOCES Monthly Bill	Disposition of Unneeded Property
Recognition of Religious Holidays	Requests for Use of Facilities
Treasurer’s Report	

- 4. POLICIES** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Birch and carried 7-0, the Board approved that all school district policies in effect or adopted during the 2021-2022 school year be readopted and remain in effect for the 2022-2023 school year unless subsequently amended.

- 5. FEDERAL FUNDS - COMPLIANCE WITH REGULATIONS** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 7-0, the Board of Education renewed its commitment to comply with Federal regulations as administered through the State Education Department.

LEGAL DEFENSE OF BOARD AND EMPLOYEES

1. **INDEMNIFICATION AND LEGAL DEFENSE RESOLUTION** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mrs. Hamilton and carried 7-0, the Board of Education authorized the following resolution pertaining to Public Officers Law – Section 18:

WHEREAS, the Board of Education of the Norwich City School District wishes to protect the District, the members of the Board of Education and any school district officers in actions brought against them or in any action or proceeding touching any district property or involving its rights or interests; and

WHEREAS, the Board of Education of the Norwich City School District wishes to protect its Superintendent, Director of Business Services & Transportation, Director of Teaching, Learning & Personnel, Principals, members of the teaching or supervisory staff, member of a committee on special education or subcommittee thereof, surrogate parent, as defined in the regulations of the commissioner of education, any member of the board of education or non-instructional employee in any action or proceeding, other than a criminal prosecution or an action or proceeding brought against him/her by the District including proceedings before the Commissioner of Education, arising out of the exercise of his/her powers or the performance of his/her duties; and

WHEREAS, the Board of Education of the Norwich City School District wishes to protect its members, employees, officers, authorized volunteers or any other person holding a position by election, appointment or employment in the service of the school district, whether or not compensated, in any civil action or proceeding, state or federal, arising out of any alleged act or omission which occurred or allegedly occurred while the employee was acting within the scope of his/her employment or duties with the District,

BE IT RESOLVED, that the benefits and protection afforded provided pursuant to §3811 of the Education Law, shall be available, subject to the procedural requirements set forth therein and,

BE IT FURTHER RESOLVED, that the benefits and protections provided pursuant to §18 of the New York Public Officers Law shall supplement and be available in addition to any defense or indemnification protection conferred by other statutes, rules or regulation, including but not limited to, the protections provided pursuant to Education Law §3811, §3023 and §3028, subject to the procedural requirements set forth therein.

BOARD APPOINTMENTS

1. **APPOINTMENT OF SCHOOL DISTRICT OFFICERS** – Upon the recommendation of the Superintendent and on a motion Mr. Burton, seconded by Mr. Birch and carried 7-0, the Board of Education appointed the following District Officers, with the correction below, for the 2022-2023 school year:

District Clerk	Lauren Van Beers
Assistant District Clerk	Pamela Salvati
Internal Claims Auditor	Central Business Office, DCMO BOCES
Attendance Officer	Brian Bartlett, Dir. of Business Services & Transportation
Records Management	Brian Bartlett, Dir. of Business Services & Transportation
Safety Officer	Scott Ryan, Superintendent of Schools
Sexual Harassment	Rafael Olazagasti, Director of Human Resources
McKinney-Vento	Kelly Collins-Colosi & Amber Oliver
Title IX Officer	Rafael Olazagasti, Director of Human Resources
Dir. of Athletics, PE & Health	Joseph Alger
Chief Information Officer	Scott Ryan, Superintendent of Schools
Chief Data Protection Officer	Scott Ryan, Superintendent of Schools

2. **APPROVAL OF RESOLUTION** – Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mr. Reid and carried 7-0, the Board of Education approved the following resolution to establish the standard workday and reporting for elected and appointed officials for NYS retirement:

WHEREAS, NYS Retirement System Regulation 315.4 requires Employers to establish a Standard Work Day for Elected and Appointed Officials and calculate the number of days to report to the retirement system for credit, and

WHEREAS, the attached Form RS 2417A was prepared based upon information provided by the submitted sample calendars, now therefore be it

RESOLVED, the Norwich City School District hereby adopts the attached Standard Workday and Reporting Resolution, and be it further

RESOLVED, that the copy of the attached Form RS 2417A shall be posted on the Norwich City School District website for 30 days after adoption.

3. **SCHOOL PHYSICIAN** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 7-0, the Board of Education appointed Jennifer O'Reilly, Bassett Healthcare as School Physician for the 2022-2023 school year.
4. **SCHOOL ATTORNEY** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. DeRensis and carried 7-0, the Board of Education appointed the following law firm as school attorney: Ferrara, Fiorenza PC for the 2022-2023 school year to be compensated at the following hourly rates through June 30, 2023:
 - a. \$225 for partners
 - b. \$170 to \$200 for associates of counsel and senior counsel attorney services
 - c. \$140 for law clerks
 - d. \$110 for paralegals
5. **SCHOOL AUDITORS** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Birch and carried 7-0, the Board of Education appointed Insero & Company, CPAs as school auditors to be compensated at an amount not to exceed \$30,000, for services ending June 30, 2023.
6. **OFFICIAL NEWSPAPER** – Upon the recommendation of the Superintendent and on a motion Mrs. Hamilton, seconded by Mr. Reid and carried 7-0, the Board designated "THE EVENING SUN" as the official District newspaper for the 2022-2023 school year.

AWARDING BIDS

1. **AWARDING OF BIDS** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Birch and carried 7-0, the Board of Education authorized the Director of Business Services & Transportation with the approval of the Superintendent to award all bids to the lowest responsible bidder meeting specifications.
2. **SPECIAL PROJECT AUTHORIZATION** - Upon the recommendation of the Superintendent and on a motion by Mrs. DeRensis, seconded by Mr. Reid and carried 7-0, the Board of Education authorized the Superintendent or his/her designated representative, to sign and submit all applications for federal funds, as well as any other funds that may be available to the School District. The Board of Education, however, reserves to itself the right to accept all funds.

TRAVEL, CONFERENCES AND PARTICIPATION IN ORGANIZATIONS

1. **DISTRICT CREDIT CARDS APPROVAL** – Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mr. Reid and carried 7-0, the Board of Education approved the use of two (2) credit cards for official school business only; one by the Superintendent of Schools and the other by the Director of Business Services & Transportation, with a combined credit line not to exceed \$15,000.
2. **MILEAGE REIMBURSEMENT RATE** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 7-0, the Board of Education approved mileage reimbursement consistent with the IRS mileage rate regulation. Further, the Board of Education approved tolls and overnight parking charges for out-of-district travel on official school business. Further, the Board approved all employees are eligible for reimbursement at the current IRS mileage rate for all in-district mileage while in the performance of their official duties with the exception of traveling to and from their place of residence or between buildings for professional meetings.
3. **CONFERENCES AND OUT-OF-DISTRICT TRAVEL** – Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mr. Reid and carried 7-0, the Board adopted the following resolution:

RESOLVED, that the Superintendent is hereby empowered to authorize all expenditures including those for out-of-district travel for district employees and Board of Education members associated with attendance at conferences and meetings, for which funds have been appropriated within the budget.

4. **PARTICIPATION IN ASSOCIATIONS** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 7-0, the Board of Education approved membership in the Chenango County School Boards Association. The Board also approved the participation in conferences and meetings sponsored by these associations within established budgetary appropriations.

FINANCE

1. **DESIGNATION OF SIGNATURES ON DISTRICT BANK ACCOUNTS** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Burton and carried 7-0, the Board of Education has designated the District Treasurer and Director of Business Services & Transportation as signatures on all Norwich City School District bank accounts.
2. **DESIGNATION OF SIGNATURES ON THE EXTRA-CURRICULAR ACTIVITY FUNDS** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. DeRensis and carried 7-0, the Board of Education has designated the Central Treasurer as the signature on all the Extra-Curricular Activity Funds.
3. **DISTRICT WIRE TRANSFERS** – Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mr. Burton and carried 7-0, the Board of Education authorized the District Treasurer, with the approval of the Director of Business Services & Transportation, to perform wire transfers with the maximum limit of \$5,000,000 to be transferred at one time.
4. **SCHOOL PURCHASING AGENT** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. DeRensis and carried 7-0, the Board of Education appointed the Director of Business Services & Transportation as School Purchasing Agent.
5. **BONDING OF OFFICIALS** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Birch and carried 7-0, the Board of Education authorized official undertakings as defined by Section 2527 of the Education Law in the form of a Faithful Performance Blanket Position Bond in the amount of \$1,000,000 with additional indemnity as specifically designated for the following positions:

District Treasurer	\$1,000,000
Tax Collector	\$1,000,000
Superintendent of Schools	\$1,000,000
Director of Business Services & Transportation	\$1,000,000

6. **OFFICIAL DEPOSITORY** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 5-0-2 (abstained – Birch, Burton), the Board of Education designated **NBT Bank, N.A.** as official depository for the 2022-2023 school year.
7. **AUTHORIZATION OF BUDGET TRANSFERS** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Burton and carried 7-0, the Board of Education authorized the Director of Business Services & Transportation with the approval of the Superintendent to make budget transfers within budget appropriation categories of not more than one hundred thousand (\$100,000) dollars. Budget transfers in excess of this amount shall be made by the Board of Education upon recommendation of the Superintendent.
8. **INVESTMENT OF IDLE FUNDS** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 7-0, the Board of Education authorized the Director of Business Services & Transportation and District Treasurer, with approval of the Superintendent, to continually invest idle funds in certificates of deposit or interest accounts offering the most favorable rates.
9. **NON-RESIDENT TUITION** - Upon the recommendation that the Board of Education and on a motion by Mr. Burton, seconded by Mr. Reid and carried 7-0, the Board of Education approved the non-resident tuition rates for the 2022-2023 school year as follows:

Grades K-6	\$948	Special Education Students Grades K-6	\$20,674
Grades 7-12	\$3,507	Special Education Students Grades 7-12	\$23,233

10. **CERTIFYING PAYROLLS** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 7-0, the Board of Education authorized the Superintendent and/or the Director of Business Services & Transportation to certify payrolls.
11. **APPROVAL OF REVENUE ANTICIPATION NOTE RESOLUTION** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. DeRensis and carried 7-0, the Board of Education approved the following resolution: (attached to the official minutes)

REVENUE ANTICIPATION NOTE RESOLUTION OF THE BOARD OF EDUCATION OF THE CITY SCHOOL DISTRICT OF THE CITY OF NORWICH, NEW YORK, ADOPTED JULY 6, 2022 AUTHORIZING THE ISSUANCE OF REVENUE ANTICIPATION NOTES IN ANTICIPATION OF THE COLLECTION OF REVENUES TO BE RECEIVED IN THE FISCAL YEAR ENDING JUNE 30, 2023.

12. **AUTHORIZATION OF HIRING AND PAYROLL** - 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 authorized the Superintendent of Schools to hire and approve payroll for employees between Board of Education meetings. Final approval will be at the next regularly scheduled board meeting.

BOCES AND LUNCH PROGRAM

1. **EXECUTION OF BOCES CONTRACTS** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Burton and carried 7-0, the Board of Education authorized the Superintendent to execute contracts on behalf of the school district with DCMO BOCES for contract services.
2. **CAREER AND TECHNICAL EDUCATION ADVISORY COUNCIL** - Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Reid and carried 7-0, the Board authorized the Career and Technical Education Advisory Council of the Delaware-Chenango-Madison-Otsego BOCES to act as an Advisory Council for the Norwich City School District during the 2022-2023 school year.
3. **PARTICIPATE IN THE NATIONAL SCHOOL LUNCH PROGRAM** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Birch and carried 7-0, the Board approved the Norwich City School District's participation in the National School Lunch Program for the 2022-2023 school year.

BOARD COMMITTEES

1. Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Burton and carried 7-0, the Board of Education approved the following committees listed below for the 2022-2023 school year. (Committee members will be determined in August.)
 - **INTERNAL AUDIT COMMITTEE**
 - **POLICY SUB-COMMITTEE**
 - **CAPITAL PROJECT PLANNING COMMITTEE**
 - **FINANCE COMMITTEE**
 - **COMMUNITY ACTION TEAM COMMITTEE**

BUILDING AND STUDENT ACTIVITIES

1. **STUDENT ACCIDENT INSURANCE** – Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mrs. Hamilton and carried 7-0, the Board of Education authorized the District to enter into a contract with Wright Risk Management, LLC Insurance for the provision of accident insurance coverage for all students in grades Pre-K through 12.
2. **EXTRA-CURRICULAR ACTIVITY FUNDS – Central Treasurer** - Upon the recommendation of the Superintendent and on a motion by Mrs. DeRensis, seconded by Mr. Reid and carried 7-0, the Board of Education appointed the following individual as Central Treasurer for the Extra-Curricular Activity Funds at the noted salary stipend. It is further recommended that the respective building principal be designated as Chief Faculty Advisor.

Leslie Marino \$2,000

3. **PETTY CASH FUNDS** - Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mrs. DeRensis and carried 7-0, the Board of Education established the following petty cash funds for the 2022-2023 school year:

<u>Program</u>	<u>Amount</u>	<u>Supervisor</u>
School District Treasurer	\$100	School District Treasurer
Norwich High School	\$100	Principal
Norwich Middle School	\$100	Principal
Perry Browne Intermediate School	\$100	Principal
Stanford Gibson Primary	\$100	Principal

COMMITTEES

1. **Committee Appointment – Strategic Planning Team** - Upon the recommendation of the Superintendent and on a motion by Mrs. DeRensis, seconded by Mrs. Phelps and carried 7-0, the Board of Education appointed the following members of the Strategic Planning Team for the 2022-2023 school year:

District	Scott Ryan Brian Bartlett Jessica Poyer	Amy Marvin Jacob Resnick
High School	Scott Graham Joe Alger Lorri Race Sarah Waters Kelly Collins-Colosi Erik Korver	Donna Stanistreet Paul Sims Bethany Stratton Mark Moutarde Margaret Gregory John Martinson
Middle School	TBD Jamie Dowdall Eric Stratton Gary Skellington	Jessica Button Amy Melville Sueann Edwards TBD
Perry Browne	Michelle Osterhoudt Pam Chapman Bernadette Jackson Lauren Squires	Sara Gilbeau Melissa Lawrence Amanda Burns Robin Buchman
Stanford Gibson	Jennifer Oliver Margaret Fetzko Alysa Law-Shearer Lynne Cevasco Jennifer Bartle Jennifer Yanowiak	Amber Oliver Suzanne Fagnani Kyle Wenzel Katlyn Carnahan Leslie Marino Wendy Wynn

2. **Committee Appointment – Committee on Special Education and Pre-School Education** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Birch and carried 7-0, Committee on Special Education and Pre-School Education for the 2022-2023 school year:

Amy Marvin, Director of Special Programs Donna Stanistreet, Psychologist/Chairperson (Alt.) Leslie, Marino, Psychologist/Chairperson (Alt.) Kelly Gardner, Psychologist/Chairperson (Alt.)	TBD, Parent Designee Special Ed Teacher Designee General Ed Teacher Jennifer O'Reilly, School Physician
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3. **Committee Appointment – Sub-Committee on Special Education** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. DeRensis and carried 7-0, the Board of Education appointed the following members of the Sub-Committee on Special Education for the 2022-2023 school year:

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4. **Dignity for All Students** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. DeRensis and carried 7-0, the Board of Education appointed the following DASA Building Coordinators for the 2022-2023 school year:

Stanford Gibson	Katlyn Carnahan
Perry Browne	Amanda Burns
Middle School	Elaina van der Sommen
High School	Kelly Collins-Colosi

5. **Committee Appointment – Site Based Teams** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. DeRensis and carried 7-0, the Board of Education approved the 2022-2023 Site-Based Teams. (*Team members will be determined in September.*)
6. **Extra-Curricular Clubs** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 7-0, the Board of Education approved the following clubs for the 2022-2023 school year:

Adventure Club	Marching Band
After Prom Committee	Mock Trial
Archery Club	Music Club
Archive	Musical
Art Club	Natoli Committee
Auditorium Coordinator	Newspaper Club
Color Guard	Odyssey of the Mind
Computer Club	Pep Club
Foreign Exchange	SADD
French Club	Senior Class
Freshman Class	Ski Club
Friendship Club	Sophomore Class
Geography Club	Spanish Club
Honor Society	Spelling Bee
Jazz Ensemble	Stage & Technical Crew
Junior Class	Student Council
Junior Honor Society	Student Store
Key Club	TAP
Leadership Club	US First
Library Club	Video Club
Madrigal Singers	Winter Guard

With no further business, Mr. Olds ask for a motion to adjourn the Re-Organizational Meeting and begin the Regular Meeting. Mr. Burton made a motion, seconded by Mr. Birch and carried 7-0, the meeting adjourned at 6:32 p.m.

THE REGULAR MEETING

Mr. Christopher Olds called the Regular Meeting to order at 6:35 p.m.

1. **ADOPTION OF MINUTES** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mrs. DeRensis and carried 7-0, the minutes from the June 15, 2022, Regular Meeting of the Board of Education was approved. (Information attached to the official minutes of the District.)

2. **SUPERINTENDENT'S REPORT** –

Mr. Ryan took a moment to thank the Board for attending the meeting during such a busy time of the year and welcomed new board member, Mrs. Debra Phelps. Mr. Ryan also made a reference to her strong Norwich City School District employment background.

Regents Success – (attached) – Scott Ryan reviewed the regents with the Board and noted that it was accomplished despite the absenteeism of students & staff; leadership transitions; social & emotional affects on students & staff; and the pandemic. The ELA – Advanced Placement had a 92% passing score. Congratulations to Mr. Bernstein.

3. **PETTY CASH FUNDS** - Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mrs. DeRensis and carried 7-0, the Board of Education established the following petty cash funds for the 2022-2023 school year:

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Color Guard	Odyssey of the Mind
Computer Club	Pep Club
Foreign Exchange	SADD
French Club	Senior Class
Freshman Class	Ski Club
Friendship Club	Sophomore Class
Geography Club	Spanish Club
Honor Society	Spelling Bee
Jazz Ensemble	Stage & Technical Crew
Junior Class	Student Council
Junior Honor Society	Student Store
Key Club	TAP
Leadership Club	US First
Library Club	Video Club
Madrigal Singers	Winter Guard

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1. **ADOPTION OF MINUTES** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mrs. DeRensis and carried 7-0, the minutes from the June 15, 2022, Regular Meeting of the Board of Education was approved. (Information attached to the official minutes of the District.)
2. **SUPERINTENDENT’S REPORT** –
Mr. Ryan took a moment to thank the Board for attending the meeting during such a busy time of the year and welcomed the new board member, Mrs. Debra Phelps. Mr. Ryan also made a reference to her strong Norwich City School District employment background.

Regents Success – (attached) – Scott Ryan reviewed the regents with the Board and noted that it was accomplished despite the absenteeism of students & staff; leadership transitions; social & emotional affects on students & staff; and the pandemic. The ELA – Advanced Placement had a 92% passing score. Congratulations to Mr. Bernstein.

Hiring Update – Jessica Poyer reported that there were 23 vacancies since January with some filled and started in January. There are 16 vacancies remaining. They are close to hiring a CARE Coordinator and hopefully a Middle School Principal. She explained the many avenues she is using to find people to fill the positions and they are reaching out to the colleges for student teachers to fill positions that may still be open in August/September.

Middle School Principal Update – Scott Ryan updated the Board – Interviews on July 7th from 1 pm – 5 pm with 15 teachers, leadership team, site-based teams, and counselors. Feeling confident they will have a principal tomorrow, or they will go out looking again.

Strategic Planning – July 18-19 – Scott Ryan informed the Board that they will be meeting on the second floor of the Colonial Theater. This space will provide plenty of room for everyone involved. He invited the Board to stop by if they had time during the day.

Additional Note: Gus Macker will be here on Friday through Sunday using the parking lots and Midland Drive from the District Office to the High School. He thanked Jim Mucha (NCSD) and Jamie Mullin (YMCA), for all their hard work to put this all together. They will also have the HS cafeteria and gym available for use.

DISCUSSION ITEM – Mr. Olds mentioned the Board Committees that need to be put in place. There are 5 committees with 3 members on each. Usually, each member is on two committees. He asked the Board to take time to think about what committee they would like to be on.

Mr. Reid asked if the school start times will remain the same? He mentioned his concern for the HS students that are involved in extracurricular activities and must miss the last class to participate. It's an issue when the class is a core course. Mr. Ryan explained that it's difficult to change the times with the buses needing to be 45 – 50 minutes between runs.

Mr. Olds reminded the Board that the Retreat will be on July 27th at the Morrisville Norwich Campus starting at 5 pm.

3. **CONSENT ITEMS** – Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mr. Burton and carried 7-0, the Board of Education approved the following consent items: (Information is attached to the official minutes of the District.)

- **Special Education and Preschool Education Report for July 2022** – *Attached*
- **Budget Transfer** – *Information Attached*
- **Unneeded Surplus Items** – *List Attached*

4. **ACTION ITEMS** –

- **BOARD POLICIES SECOND READING** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. DeRensis and carried 7-0, the Board of Education approved the following policies *Second Reading: A406 Graduation Requirements* Board Policy; and *A408.7 Non-Discrimination and Anti-Harassment in the School* Board Policy. (Policies are attached to the official minutes.)
- **BOARD POLICY FIRST READING** – Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mrs. Hamilton and carried 7-0, the Board of Education approved the following policy *First Reading: A203.4 Terms and Conditions of Employment: Managerial, Confidential and Non-Represented Employees.* (Policy is attached to the official minutes.)
- **BOARD MEETING CALENDAR** - Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mrs. DeRensis and carried 7-0, the Board of Education approved the NCSD Board Meeting Calendar for the 2022-2023 school year. (Calendar is attached to the official minutes.)

5. **PERSONNEL RECOMMENDATIONS** –

Mr. Burton made a motion to approve the following personnel recommendations, seconded by Mr. Reid and carried 7-0, the Board of Education approved the following instructional and support staff recommendations:

Instructional Staff

END OF EMPLOYMENT

Name	Position	Bldg	Reason	Effective
Melchior, Dana	English Teacher	MS	Declined Position	09/01/2022
D'Amato, Carrie	Teaching Assistant	MS	Declined Position	09/01/2022
Formichelli, Carolyn	Science Teacher	HS	Resignation	06/24/2022
Marbaker, Ethan	Technology Teacher	HS	Resignation	06/30/2022
Rigas, Arthur	Business Teacher	HS	Resignation	06/30/2022
Fox, Kristin	Assistant Principal	MS	Resignation	07/15/2022
Carpenter, Kelsey	Mathematics Teacher	HS	Resignation	06/30/2022
Pizzuto, Elizabeth	School Counselor	PB	Resignation	08/31/2022

APPOINTMENT - REINSTATED

Name	Position	Bldg	Salary	Effective
Locke, Calvin	Spanish Teacher	MS	\$73,234.00	09/01/2022

APPOINTMENTS - PROBATIONARY

Name	Position	Bldg	Salary	Effective
O'Reilly, John	Social Studies Teacher	HS	\$51,000.00	09/01/2022
Robles, Diego	Social Studies Teacher	HS	\$47,625.00	09/01/2022
Kinane, Philip	Technology Teacher	MS	\$63,499.00	09/01/2022
Ballard, Kayla	Mathematics Teacher	HS	\$46,155.00	09/01/2022
Roach, Julia	English Teacher	MS	\$57,403.00	09/01/2022
Johnson, Chris	Mathematics Teacher	HS	\$58,211.00	09/01/2022
Johnson, Kayla	Elementary Teacher	MS	\$46,155.00	09/01/2022
Beckwith, Andrea	Special Education Teacher	SG	\$61,400.00	09/01/2022
Lougee, Riley	Biology Teacher	HS	\$46,379.00	09/01/2022

APPOINTMENT – PROBATIONARY – CHANGE IN TENURE AREA

Name	Position	Bldg	Effective
Maholchic, Matthew	English Teacher	HS	09/04/2022

APPOINTMENTS – PROBATIONARY

Name	Position	Bldg	Stipend	Effective
Rice, Elyse	TOSA – PLC Partner	DO	\$6,000.00	07/01/2022 – 06/30/2023
Edwards, MC	PLC Partner	DO	\$386.36 /per diem	07/01/2022 – 06/30/2023
Hait, Diane	PLC Partner	DO	\$386.36 /per diem	07/01/2022 – 06/30/2023

APPOINTMENT – GRADUATE CREDIT INCREASE

Name	From	To	Effective	Note:
Gilbeau, Sara	\$60,457.00 (42)	\$63,036.00 (51)	09/01/2022	Salary includes NEO contractual pay increase.

APPOINTMENTS – EXTRA DUTY

Name	Area	Bldg	Stipend	Effective
Melville, Amy	PLT Lead 6-8 Science	MS	\$3,500.00 Pro-rated	04/04/2021 – 06/30/2022
Bollen, Jennifer	Smart Start K-2 Project	SG	\$1,000.00	07/01/2021 – 06/30/2022
Pacilio, Michele	Smart Start K-2 Project	SG	\$1,000.00	07/01/2021 – 06/30/2022
Collins-Colosi, Kelly	Co-Advisor – After Prom Committee	HS	\$2,940.00	07/01/2021 – 06/30/2022
Stratton, Bethany	Co-Advisor – After Prom Committee	HS	\$2,940.00	07/01/2021 – 06/30/2022
Wenzel, Kyle	PLT Lead Grade UPK	SG	\$3,500.00	07/01/2022 - 06/30/2023
Yanowiak, Jennifer	PLT Lead Grade K	SG	\$3,500.00	07/01/2022 - 06/30/2023
Fagnani, Suzanne	PLT Lead Grade 1	SG	\$3,500.00	07/01/2022 - 06/30/2023
Wynn, Wendy	PLT Lead Grade 2	SG	\$3,500.00	07/01/2022 - 06/30/2023
Cevasco, Lynne	PLT Lead K-2 Special Education	SG	\$3,500.00	07/01/2022 - 06/30/2023
Carnachan, Katlyn	PLT Lead UPK-2 Student Support	SG	\$3,500.00	07/01/2022 - 06/30/2023
Fetzko, Margaret	PLT Lead Art	SG	\$3,500.00	07/01/2022 - 06/30/2023

APPOINTMENTS – EXTRA DUTY (cont.)

Name	Area	Bldg	Stipend	Effective
Lawrence, Melissa	PLT Lead Grade 3	PB	\$3,500.00	07/01/2022 - 06/30/2023
Jackson, Bernadette	PLT Lead Grade 4	PB	\$3,500.00	07/01/2022 - 06/30/2023
Buchman, Robin	PLT Lead Grade 5	PB	\$3,500.00	07/01/2022 - 06/30/2023
Chapman, Pamela	PLT Lead 3-5 Special Education	PB	\$3,500.00	07/01/2022 - 06/30/2023
Pomares, Michele	PLT Lead Music	PB	\$3,500.00	07/01/2022 - 06/30/2023
Dowdall, Jamie	PLT Lead 6-8 ELA	MS	\$3,500.00	07/01/2022 - 06/30/2023
Stratton, Eric	PLT Lead 6-8 Social Studies	MS	\$3,500.00	07/01/2022 - 06/30/2023
Skellington, Gary	PLT Lead 6-8 Mathematics	MS	\$3,500.00	07/01/2022 - 06/30/2023
Melville, Amy	PLT Lead 6-8 Science	MS	\$3,500.00	07/01/2022 - 06/30/2023
Edwards, Sueann	PLT Lead 6-8 Special Education	MS	\$3,500.00	07/01/2022 - 06/30/2023
Button, Jessica	PLT Lead 6-8 Student Support	MS	\$3,500.00	07/01/2022 - 06/30/2023
Alger, Joseph	PLT Lead PE, Health	DW	\$3,500.00	07/01/2022 - 06/30/2023
Bartle, Jennifer	PLT Lead Related Services	DW	\$3,500.00	07/01/2022 - 06/30/2023
Gregory, Margaret	PLT Lead 9-12 English & LMS	HS	\$3,500.00	07/01/2022 - 06/30/2023
Stratton, Bethany	PLT Lead 9-12 Social Studies	HS	\$3,500.00	07/01/2022 - 06/30/2023
Sims, Paul	PLT Lead 9-12 Mathematics	HS	\$3,500.00	07/01/2022 - 06/30/2023
Korver, Erik	PLT Lead 9-12 Science	HS	\$3,500.00	07/01/2022 - 06/30/2023
Waters, Sarah	PLT Lead 6-12 LOTE	HS/MS	\$3,500.00	07/01/2022 - 06/30/2023
Martinson, John	PLT Lead 9-12 Special Education	HS	\$3,500.00	07/01/2022 - 06/30/2023
Moutarde, Mark	PLT Lead 6-12 Applied Skills	HS/MS	\$3,500.00	07/01/2022 - 06/30/2023
Stanistreet, Donna	PLT Lead 9-12 Student Support	HS	\$3,500.00	07/01/2022 - 06/30/2023

APPOINTMENT – SUBSTITUTE

Name	Effective
Pacilio, Maxwell	07/01/2022

Support Staff**END OF EMPLOYMENT**

Name	Position	Bldg	Reason	Effective
Myers, Joyce	Secretary I	DO	Retirement	01/31/2023
Carver, Teresa	Teaching Assistant	MS	Resignation	06/30/2022
Ford, Michael	Food Service Worker	HS	Resignation – Position Change	07/01/2022
Bowen, Yahna	Co-Head Bus Driver	BG	Resignation – Position Change	07/01/2022
Eldred, Samantha	School Bus Driver	BG	Resignation – Position Change	07/01/2022

LEAVE OF ABSENCE

Name	Position	Bldg	Reason	Effective
Mucha, James	Head Maintenance Mechanic	BG	LOA - Position Change	07/01/2022

APPOINTMENTS – NESSA - CORRECTION

Name	Position	Original Salary	Corrected Salary	Effective
McLaughlin, Casey	Food Service Worker	\$14.39	\$14.28	07/01/2022
Beardslee, Dorothy	Secretary II	\$13.95	\$14.08	07/01/2022

APPOINTMENTS – NESSA - PROBATIONARY

Name	Position	Bldg	Salary	Effective
Ford, Michael	Groundskeeper	District Wide	\$14.55	07/01/2022
Potter, Paul	Cleaner	HS/MS	\$14.50	07/01/2022

APPOINTMENT

Name	Position	Bldg	Differential	Effective
Ford, Michael	Cleaner	District Wide	\$1/hr	07/01/2022

APPOINTMENTS – MCNR - PROBATIONARY

Name	Position	Bldg	Salary	Effective
Bowen, Yahna	Dispatcher/Shipping & Receiving Clerk	BG	\$57,134.00	07/01/2022
Eldred, Samantha	Co-Head Bus Driver	BG	\$45,000.00	07/01/2022
Mucha, James	Supervisor of Facilities & Grounds w/o stipend	DW	\$56,000.00	07/01/2022

APPOINTMENT – SUBSTITUTE

Name	Position	Effective
Colley, Jessica	Substitute Clerical	06/27/2022

6. PUBLIC COMMENT – None

7. EXECUTIVE SESSION -

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 went into Executive Session at 7:13 P.M. to discuss a Personnel and Contractual Matter. Mr. Brian Bartlett, Mrs. Jessica Poyer, and Mr. Rafael Olazagasti also attended the Executive Session.

With no further business, Mr. Burton made a motion to adjourn the meeting, seconded by Mr. Reid and carried 7-0, the Regular Meeting of the Board of Education was adjourned at 7:45 p.m.

Respectfully Submitted,



Pamela Salvati
Assistant District Clerk

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