

**CITY SCHOOL DISTRICT OF THE CITY OF NORWICH
BOARD OF EDUCATION
AUGUST 17, 2022 - REGULAR MEETING MINUTES**

The Regular Meeting of the Board of Education of the City School District of the City of Norwich, in the County of Chenango, State of New York, was held at the District Office Conference Rooms 1 & 2, 89 Midland Drive, Norwich, New York, in said District on Wednesday, August 17, 2022.

PRESENT: Mr. Christopher Olds, President; Mr. Brian Reid, Vice-President; Mr. Clyde Birch; Mrs. Roz DeRensis; Mrs. Kiernan Hamilton; Mrs. Debra Phelps; Mr. Scott Ryan, Superintendent; Mr. Brian Bartlett, Dir. of Business Services & Transportation; Mrs. Jessica Poyer, Dir. of Teaching & Learning; Mr. Rafael Olazagasti, Dir. of Human Resources; and Mrs. Pamela Salvati, Assistant District Clerk.

ABSENT: Mr. Brian Burton.

Mr. Olds, President, called the meeting to order at 6:00 p.m. Pledge of Allegiance was recited by the Board.

1. **MINUTES** – Upon the recommendation by the Superintendent and on a motion by Mr. Birch, seconded by Mr. Reid and carried 6-0, the Board of Education adopted the minutes from the July 6, 2022, Reorganizational Meeting and Regular Meeting of the Board of Education.
2. **SUPERINTENDENT'S REPORTS** –
 - District Strategic Plan – (Presentation is attached to the official minutes of the District.)
 - Overview of People, Program and Place Investment (PowerPoint Presentation)
 - 2022-23 Draft Building Plans**
 - High School – Scott Graham
 - Middle School – Terence Devine
 - Perry Browne – Sara Gilbeau
 - Stanford Gibson – Jennifer Oliver

Mr. Olds thanked the Administration and staff for all their hard work on the Strategic Plan and their early planning for the start of the school year. (22 days until school starts).

3. DISCUSSION ITEM –

- 2023 – 2024 Cell Phone Policy – Mr. Ryan shared his thoughts on creating a policy. He explained that he would like to spend the next year gathering data from parents, students, and staff.

Mr. Reid expressed his thoughts on this. Maybe a trial run to start. Mr. Ryan agreed.

Mr. Olds shared his experience from the Law Conference they attended last month. He felt that the new policy committee should work on analyzing the current policies and maybe looking at a service offered by BOCES to help.

- Superintendent Evaluation – Mr. Olds asked the Board members to complete the evaluation as soon as they can.

4. **CONSENT ITEMS** – Upon the recommendation of the Superintendent and on a motion by Mrs. Hamilton, seconded by Mrs. Phelps and carried 6-0, the Board of Education approved / accepted the following Consent Agenda Items: (Information attached to the official minutes of the District.)

- August 2022 Special Education & Preschool Special Education Report
- June 2022 Supplemental BOCES Bill #1 and Bill #2
- July 2022 Income / Expense Report
- June 2022 Central Treasurer's Report
- Budget Transfers: A-3 #648, A-12 #628, and A-12 #642

- Disposal of Surplus Furniture
- Disposal of Textbook Surplus
- June 2022 and July 2022 Claims Audit Reports

5. ACTION ITEMS –

- **Board Policy A203.4** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 6-0, the Board of Education approved the first reading: **A203.4 Terms and Conditions of Employment: Managerial, Confidential and Non-Represented Employees.** (Policy is attached to the official minutes of the District.)
- **Confirmation & Authorization of Tax Warrant** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Birch and carried 6-0, the Board of Education adopted the attached 2022-2023 Tax Warrant Resolution confirming the tax roll and authorizing issuance for the warrant for the 2022-2023 school year. (Information is attached to the official minutes of the District.)
- **SEQRA Type II Resolution** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Phelps and carried 6-0, the Board of Education approved the attached SEQRA Type II Resolution for the Federal Stimulus Project. (Information is attached to the official minutes of the District.)
- **ESSER and/or GEER Funding Resolution** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Phelps and carried 6-0, the Board of Education approved the ESSER and/or GEER Funding Resolution. (Information is attached to the official minutes of the District.)
- **Professional Learning Plan 2022-2023** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 6-0, the Board of Education approved the Professional Learning Plan for the 2022-2023 school year. (Information is attached to the official minutes of the District.)

6. COMMITTEES - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Hamilton and carried 6-0, the Board of Education approved the following Committees for the 2022-2023 school year:

- Internal Audit Committee - **Clyde Birch, Brian Burton & Brian Reid**
- Policy Committee - **Debra Phelps, Kiernan Hamilton & Brian Burton**
- Capital Project Planning Committee - **Roz DeRensis, Christopher Olds & Brian Reid**
- Finance Committee - **Clyde Birch, Brian Burton & Brian Reid**
- Community Action Team Committee - **Roz DeRensis, Debra Phelps & Christopher Olds**

7. PERSONNEL RECOMMENDATIONS - Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mr. Reid and carried 6-0, the Board of Education approved the following Administrative, Instructional, and Support Staff Personnel Recommendations:

ADMINISTRATIVE STAFF

END OF EMPLOYMENT

Name	Position	Bldg	Reason	Effective
Osterhoudt, Michelle	Principal	PB	Resignation	08/17/2022

APPOINTMENTS – PROBATIONARY

Name	Position	Bldg	Salary	Effective
Devine, Terence	Principal	MS	\$99,000.00	07/18/2022
Gilbeau, Sara	Student Success Coordinator	PB	\$67,500.00	08/17/2022
Powers, Ellyse	Student Success Coordinator	MS	\$67,000.00	08/15/2022
Taylor, Michael St. Elmo	CARE Coordinator	HS	\$82,500.00	08/18/2022

LEAVE OF ABSENCE

Name	Position	Bldg	Reason	Effective
Gilbeau, Sara	Student Success Coordinator	PB	LOA – Position Change	08/17/2022

APPOINTMENT

Name	Position	Bldg	Salary	Effective
Gilbeau, Sara	Acting Principal	PB	\$75.00 Per Diem	08/17/2022

APPOINTMENT – CORRECTION

Name	Position	Bldg	Original Salary	Corrected Salary	Effective
Law-Shearer, Alysa	Student Success Coordinator	SG	\$67,500.00	\$70,000.00	07/01/2022

MANAGERIAL - CONFIDENTIAL - NON-REPRESENTED**APPOINTMENT - END OF EMPLOYMENT**

Name	Position	Bldg	Reason	Effective
Genung, Rhett	At-Risk Coordinator	HS	Resignation	08/12/2022

APPOINTMENTS - PROBATIONARY

Name	Position	Bldg	Salary	Effective
Moutarde, Inez	At-Risk Coordinator	MS	\$50,000.00	09/01/2022
Foote, Jamie	At-Risk Coordinator	HS	\$50,000.00	09/01/2022

INSTRUCTIONAL STAFF**APPOINTMENTS – END OF EMPLOYMENT**

Name	Position	Bldg	Reason	Effective
Cirello, Kate	Elementary Teacher	SG	Declined Position	09/01/2022
O'Reilly, John	Social Studies Teacher	HS	Declined Position	09/01/2022
Gilbeau, Sara	Elementary Teacher	PB	Position Change	08/16/2022
Billy, Caroline	Art Teacher	MS	Resignation	08/10/2022
Kramarczyk, Andrea	School Counselor	HS	Resignation	08/19/2022
Burns, Amanda	School Counselor	HS	Resignation	08/24/2022
Bullock, Sarah	English Teacher	HS	Resignation	08/16/2022

APPOINTMENT – PROBATION EXTENSION

Name	Position	Bldg	Effective
Bernard, Jerevy	Teaching Assistant	SG	09/04/2018 – 09/03/2023

APPOINTMENTS – PROBATIONARY

Name	Position	Bldg	Salary	Effective
Wall, Crystal	Special Education Teacher	HS	\$49,782.00	09/01/2022
Tribby, Samantha	Teaching Assistant	SG	\$13.73 p/hr.	06/28/2022

APPOINTMENTS – PROBATIONARY (cont.)

Name	Position	Bldg	Salary	Effective
McLaughlin, Anna	Teaching Assistant	PB	\$13.73 p/hr.	06/30/2022
Benson, Sara	Music Teacher	HS	\$46,379.00	07/07/2022
Gee, Karl	Technology Teacher	MS	\$75,800.00	09/01/2022
Samsel, Christine	Elementary Teacher	PB	\$48,735.00	09/01/2022
Thall, Breanna	Elementary Teacher	PB	\$46,515.00	09/01/2022
Yerton, Dalton	Mathematics Teacher	MS	\$46,155.00	09/01/2022

APPOINTMENTS – REGULAR SUBSTITUTE

Name	Position	Bldg	Salary	Effective Date
Chetronie, Jennifer	Special Education Teacher	PB	\$46,155.00	09/01/2022 – 06/30/2023
Snyder, Hayleigh	Social Studies Teacher	MS	\$47,655.00	09/01/2022 – 06/30/2023
Nial, Connor	Physical Education Teacher	MS	\$46,155.00	09/01/2022 – 06/30/2023
Crosby, Dana	Special Education Teacher	HS	\$50,010.00	09/01/2022 – 06/30/2023
Ellis, Kyle	Mathematics Teacher	MS	\$46,379.00	09/01/2022 – 06/30/2023
Golden, Caitlin	Special Education Teacher	SG	\$48,729.00	09/01/2022 – 06/30/2023
Jenks, Maureen	Special Education Teacher	MS	\$57,409.00	09/01/2022 – 06/30/2023
Stocum, Alexis	Elementary Teacher	SG	\$46,379.00	09/01/2022 – 06/30/2023

APPOINTMENTS – CORRECTION: PROBATIONARY TO REGULAR SUBSTITUTE

Name	Position	Bldg	Effective
Ballard, Kayla	Mathematics Teacher	HS	09/01/2022 – 06/30/2023
Robles, Diego	Social Studies Teacher	HS	09/01/2022 – 06/30/2023
Moutarde, Mark	Technology Teacher	HS	09/01/2022 – 06/30/2023
Roach, Julia	English Teacher	HS	09/01/2022 – 06/30/2023
Johnson, Kayla	Elementary Teacher	SG	09/01/2022 – 06/30/2023
Lougee, George Riley	Biology Teacher	HS	09/01/2022 – 06/30/2023

APPOINTMENTS – EXTRA DUTY

Name	Area	Bldg	Salary	Effective Date
Gilbeau, Sara	After School Stay & Play	PB	\$10,000.00	07/01/2022 – 06/30/2023
Law-Shearer, Alysa	After School Stay & Play	SG	\$10,000.00	07/01/2022 – 06/30/2023
McCormack, Brenna	Art Club	HS	\$1,305.00	09/01/2022 – 06/30/2023
Waters, Sarah	French Club	HS	\$1,960.00	09/01/2022 – 06/30/2023
Collins-Colosi, Kelly	Junior Class Co-Advisor	HS	\$1,470.00	09/01/2022 – 06/30/2023
Stratton, Bethany	Junior Class Co-Advisor	HS	\$1,470.00	09/01/2022 – 06/30/2023
Gregory, Margaret	Mock Trail	HS	\$1,305.00	09/01/2022 – 06/30/2023
Pomares, Michelle	Musical Director	HS	\$5,415.00	09/01/2022 – 06/30/2023
Benson, Sarah	Assistant Musical Director	HS	\$3,595.00	09/01/2022 – 06/30/2023
Kwasnik, Erika	National Honor Society	HS	\$2,290.00	09/01/2022 – 06/30/2023
Stratton, Bethany	PEP Club	HS	\$2,290.00	09/01/2022 – 06/30/2023
Collins-Colosi, Kelly	SADD Club	HS	\$3,595.00	09/01/2022 – 06/30/2023
Bernstein, Richard	Senior Class Co-Advisor	HS	\$1,797.50	09/01/2022 – 06/30/2023
Carey, Kim	Senior Class Co-Advisor	HS	\$1,797.50	09/01/2022 – 06/30/2023
Kwasnik, Erika	Sophomore Class Advisor	HS	\$2,290.00	09/01/2022 – 06/30/2023
Carey, Kim	Spanish Club	HS	\$1,960.00	09/01/2022 – 06/30/2023
Collins-Colosi, Kelly	Student Council Co-Advisor	HS	\$1,797.50	09/01/2022 – 06/30/2023
Stratton, Bethany	Student Council Co-Advisor	HS	\$1,797.50	09/01/2022 – 06/30/2023
Matthews, Eric	Video Club / e-sports	HS	\$1,960.00	09/01/2022 – 06/30/2023
Carpenter, Megan	Jazz Ensemble	HS	\$3,595.00	09/01/2022 – 06/30/2023
Carpenter, Megan	Jazz Ensemble Assistant	MS	\$2,940.00	09/01/2022 – 06/30/2023

APPOINTMENTS – EXTRA DUTY (cont.)

Name	Area	Bldg	Salary	Effective Date
Moutarde, Mark	Ski Club	HS	\$200/event	09/01/2022 – 06/30/2023
Preston, Amy	Winterguard	HS	\$1,305.00	09/01/2022 – 06/30/2023
Richard, Jessica	Colorguard	HS	\$1,305.00	09/01/2022 – 06/30/2023
Stafford, Joanne	PB Leadership Club	PB	\$980.00	09/01/2022 – 06/30/2023
Armstrong, Heather	PB Leadership Club	PB	\$980.00	09/01/2022 – 06/30/2023
Buchman, Robin	Healthy Gardens Club	PB	\$1,960.00	09/01/2022 – 06/30/2023

APPOINTMENTS – FALL COACHING

Name	Position	Stipend
Newton, Jeffery	Football Assistant Coach	\$5,140.00
Holmquist, Edward	Varsity Assistant Coach	\$6,445.00
Clarke, Maureen	Head Varsity Volleyball Coach	\$6,445.00
Ellis, Kyle	JV Head Volleyball Coach	\$5,140.00
Lougee, Riley	JV Head Girls Soccer Coach	\$5,140.00
Lindridge, Tina	Volleyball Volunteer Coach	\$0
Coggins, Douglas	Girls Soccer Volunteer Coach	\$0

APPOINTMENT – FALL COACHING CORRECTION

Name	Area	Original Stipend	Corrected Stipend
McShane, Heather	Varsity Head Girls Soccer Coach	\$7,805.00	\$6,445.00

APPOINTMENTS – MARCHING BAND

Name	Area	Bldg	Stipend	Effective Date
Carpenter, Megan	Marching Band	HS	\$7,588.00	09/01/2022 – 06/30/2023
Bonnell, Brian	Marching Band Assistant	HS	\$3,595.00	09/01/2022 – 06/30/2023
Clark, Karen	Pit Instructor	HS	\$2,000.00	09/01/2022 – 06/30/2023
Czachowski, Jessica	Colorguard Designer	HS	\$1,500.00	09/01/2022 – 06/30/2023
Bonnell, Brian	Drill Designer	HS	\$1,500.00	09/01/2022 – 06/30/2023
Kaz, Joseph	Wind Arranger & Percussion Arranger	HS	\$3,500.00	09/01/2022 – 06/30/2023
Marvin, Cameron	Percussion Assistant	HS	\$1,000.00	09/01/2022 – 06/30/2023
Longo, Michael	Drumline Instructor	HS	\$2,000.00	09/01/2022 – 06/30/2023
Magacs, Jeffrey	Assistant Instructor	HS	\$1,000.00	09/01/2022 – 06/30/2023
Smith Destinie	Woodwind Instructor	HS	\$2,000.00	09/01/2022 – 06/30/2023
Reynolds, Daniel	Visual Instructor	HS	\$2,000.00	09/01/2022 – 06/30/2023
Musk, Elizabeth	Volunteer	HS	\$0	09/01/2022 – 06/30/2023
Fink, Brian	Volunteer	HS	\$0	09/01/2022 – 06/30/2023
Fink, Jennifer	Volunteer	HS	\$0	09/01/2022 – 06/30/2023

APPOINTMENTS – PRE-K SCREENING

Name	Bldg	Stipend	Effective
Norton, Mallory	SG	\$25/hour	07/01/2022 – 08/31/2022
Pepe, Michele	SG	\$25/hour	07/01/2022 – 08/31/2022
Potter, Debra	SG	\$25/hour	07/01/2022 – 08/31/2022
Wenzel, Kyle	SG	\$25/hour	07/01/2022 – 08/31/2022

APPOINTMENTS - SUBSTITUTE

Name	Effective
Walters, Brenda	09/01/2022
Badger, Brandy	09/01/2022

SUPPORT STAFF

END OF EMPLOYMENT

Name	Position	Bldg	Reason	Effective
Brightman, Thomas	School Bus Driver	BG	Termination	08/17/2022
Guldy, Alan	School Bus Driver	BG	Termination	08/17/2022
Avolio, Kimberly	Teacher Aide	HS	Resignation	08/09/2022
Christman, Mary Lou	Teacher Aide	MS	Resignation	08/10/2022

APPOINTMENT – NESSA - PROVISIONAL

Name	Position	Bldg	Salary	Effective
Jenkins, Stephanie	Secretary II	MS	\$13.94 p/hr.	08/29/2022

APPOINTMENTS – NESSA - PROBATIONARY

Name	Position	Bldg	Salary	Effective
Lanfair, Fred	Cleaner	PB	\$14.70 p/hr.	08/01/2022
Youngs, Pamela	School Bus Aide	BG	\$14.30 p/hr.	09/01/2022

APPOINTMENT

Name	Position	Bldg	Differential	Effective
Lanfair, Fred	Groundskeeper	BG	\$1/hour	08/01/2022

APPOINTMENTS – NESSA - CORRECTION

Name	Position	Original Salary	Corrected Salary	Effective
Alberts, Georgene	Food Service Worker	\$14.70	\$13.45	09/01/2022
DeForest, Shirley	Food Service Worker	\$14.70	\$13.45	09/01/2022

APPOINTMENTS – SUBSTITUTES

Name	Position	Effective
Badger, Brandy	Substitute Teacher Aide	09/01/2022
Turner, Katherine	Substitute Teacher Aide	09/01/2022

8. PUBLIC COMMENT – None

- 9. EXECUTIVE SESSION** - Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mr. Reid and carried 6-0, the Board of Education to go into Executive Session at 7:30 p.m. to discuss personnel matters.

On a motion by Mr. Reid, seconded by Mrs. DeRensis and carried 6-0, the Board of Education left Executive Session at 7:58 p.m. With no further business the Regular Meeting of the Board of Education was adjourned at 7:58 p.m.

Respectfully Submitted,



Pamela Salvati
Assistant District Clerk
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