

CITY SCHOOL DISTRICT OF THE CITY OF NORWICH
BOARD OF EDUCATION
December 14, 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, December 14, 2022.

PRESENT: Mr. Christopher Olds, President; Mr. Brian Reid, Vice-President; Mrs. Roz DeRensis; 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. Clyde Birch; and Mrs. Kiernan Hamilton.

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. Burton, seconded by Mr. Reid and carried 5-0, the Board of Education adopted the minutes from the November 16, 2022, Regular Meeting of the Board of Education.
2. **SUPERINTENDENT’S REPORTS** – Mr. Ryan introduced the Interim High School Principal to the Board, Mr. Jacob Roe.
 - Checking for District Alignment - Scott Ryan - Shared a presentation “Perspective Share” and reviewed the slides sharing information regarding supporting the teaching and administrative staff; new programs for the students; and goals. (Presentation is attached to the official minutes of the District.)
 - Capital Project Update – Brian Bartlett shared a presentation and reviewed the projects phases; needs; costs; and timelines. (Presentation is attached to the official minutes of the District.)
3. **DISCUSSION ITEM** –
 - Student BOE Membership – Mr. Ryan asked the Board for their thoughts on how they want to get the students to participate. Much discussion took place. Mr. Olds suggested that the building Principals give their perspectives and see how they think the students could be involved.
4. **SUBCOMMITTEE UPDATE** –
 - Subcommittee updates as presented by the Board Committee Members –

Brian Burton shared information from the policy committee regarding several policies being updated / rewritten.

Capital Project committee - information shared in the presentation earlier.
5. **CONSENT ITEMS** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Reid and carried 5-0, the Board of Education approved / accepted the following Consent Agenda Items: (Information attached to the official minutes of the District.)
 - December 2022 Special Education & Preschool Special Education Report
 - November 2022 Income / Expense Report
 - November 2022 Treasurer’s Reports
 - November 2022 BOCES Bill
 - November 2022 Claims Audit Report
 - Facility Request for Donna Frech School Dance
 - Budget Transfer A-7 #788 and #789

6. ACTION ITEMS –

- **Board Policies A606 Substitutes; A303 Programs for Students with Disabilities; A402.1 Code of Conduct; and A406 Graduation** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Phelps.

Mr. Ryan asked if the Board would waive the *second reading* (A606) and approve revised policy A606 Substitutes.

- **Board Policy A606 Substitutes** – Mr. Burton made a motion to approve Policy A606 Substitutes and to waive the *second reading*, motion seconded by Mr. Reid and carried 5-0, the Board of Education approved Policy A606 Substitutes.
- **Board Policies A303 Programs for Students with Disabilities; A402.1 Code of Conduct; and A406 Graduation** - Upon the recommendation of the Superintendent and a motion made by Mr. Reid, seconded by Mrs. DeRensis motion carried 5-0, the Board of Education approved the *first reading* of policies A303 Programs for Students with Disabilities; A402.1 Code of Conduct; and A406 Graduation. (Attached to the official minutes of the District.)
- **Board Policy A209 Purchasing** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Burton and carried 5-0, the Board of Education approved the *second reading* of policy A209 - Purchasing. (Attached to the official minutes of the District.)
- **Corrective Action Plan (Revised)** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. DeRensis and carried 5-0, the Board of Education approved the *Revised Corrective Action Plan* (Action Plan is attached to the official minutes of the District.)
- **NYCLASS Registration Resolution** – Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mrs. Phelps and carried 5-0, the Board of Education approved the attached NYCLASS Registration Resolution. (Resolution is attached to the official minutes of the District.)
- **Resolution Awarding Contracts** - Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mrs. DeRensis and carried 5-0, the Board of Education approved the Resolution Awarding Contracts for the NCSD Capital Project – Phase 1 – Site Work and Federal Stimulus Project. (Information is attached to the official minutes of the District.)

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

ADMINISTRATIVE STAFF

APPOINTMENT - INTERIM

Name	Position	Bldg	Per Diem	Effective
Roe, Jacob	Interim High School Principal	HS	\$400.00	11/28/2022

APPOINTMENT – SUBSTITUTE

Name	Position	Bldg	Per Diem	Effective
LaFever, Virginia	Student Success Coordinator	SG	\$386.36	11/30/2022 – 12/4/2022

INSTRUCTIONAL STAFF

END OF EMPLOYMENT

Name	Position	Bldg	Reason	Effective
Turnbull, Stephanie	Teaching Assistant	PB	Resignation	12/02/2022
Dewey, James	Special Education Teacher	MS	Declined-Offer	12/01/2022

APPOINTMENTS – PROBATIONARY

Name	Position	Bldg	Salary	Effective
Wood-Kinney, Christina	Science Teacher	HS	\$51,675.00	11/23/2022
Ballard, Kayla	Mathematics Teacher	HS	\$46,155.00	12/01/2022

APPOINTMENTS – REGULAR SUBSTITUTE

Name	Position	Bldg	Salary	Effective
Schena, Bridget	Teaching Assistant	PB	\$13.55/hr.	11/28/2022 – 06/30/2023
Quillen, Jonathan	Teaching Assistant	MS	\$13.55/hr.	11/28/2022 – 06/30/2023
Craven, Sydney	Elementary Teacher	SG	\$47,955.00/yr.	01/03/2023 – 06/30/2023

APPOINTMENT – WINTER COACHING CORRECTION

Name	Position	Original Stipend	Corrected Stipend
Foote, Nathan	JV Head Boys Basketball Coach	\$4,215.00	\$5,140.00

APPOINTMENTS – EXTRA DUTY

Name	Position	Bldg	Salary	Effective
Collins-Colosi, Kelly	Co-Advisor After Prom Committee	HS	\$2,940.00	07/01/2022 - 06/30/2023
Stratton, Bethany	Co-Advisor After Prom Committee	HS	\$2,940.00	07/01/2022 - 06/30/2023
Jacquette, Airelle	Art Club	MS	\$1,305.00	11/01/2022 – 06/30/2023

GRANT WRITING - NEO

Name	Position	Stipend	Date
Nial, Francis	Grant Writer	\$1,000.00	10/06/2022
Stafford, Joanne	Grant Writer	\$24.75	10/06/2022

APPOINTMENT – EXTRA DUTY CORRECTION

Name	Action	Reason
Bartle, Jennifer	Remove Title & Stipend for PLT Lead Speech	Duties fall under current PLT Lead Related Services

APPOINTMENTS - SUBSTITUTE

Name	Effective
Benenati, Austin	11/17/2022
Bennett, Trenton	12/01/2022
Carnachan, Casey	12/14/2022
Benenati, Natalie	01/03/2023

SUPPORT STAFF**APPOINTMENTS – PROVISIONAL**

Name	Position	Bldg	Salary	Effective
Lawton, Lisa	Keyboard Specialist	HS	\$13.45	11/29/2022
Newell, Sarah	Secretary II	MS	\$13.99	12/05/2022

APPOINTMENT – PROBATIONARY

Name	Position	Bldg	Salary	Effective
Dwyer, Cory	Part-Time Cleaner	MS/HS	\$14.70 p/hr.	12/15/2022

APPOINTMENT

Name	Position	Differential	Effective
Potter, Paul	Groundskeeper	\$1.00	11/28/2022

MINIMUM WAGE SALARY INCREASE

Name	Position	Current Rate	New Rate	Effective
Schena, Bridget	Teaching Assistant	\$13.45	\$14.20	12/31/2022
Quillen, Jonathan	Teaching Assistant	\$13.45	\$14.20	12/31/2022
Lawton, Lisa	Keyboard Specialist	\$13.45	\$14.20	12/31/2022
Newell, Sarah	Secretary II	\$13.99	\$14.20	12/31/2022
Cruger, Deborah	Teaching Assistant	\$13.73	\$14.20	12/31/2022

APPOINTMENTS - SUBSTITUTE

Name	Area	Effective
Bennett, Teresa	Clerical	11/28/2022
DeTomi, Margaret	Aide/Assistant	12/03/2022
Bennett, Trenton	Aide/Assistant	12/01/2022
Finch, Kolby	Aide/Assistant	12/05/2022
Brown, Matthew	Cleaner	12/05/2022
Nial, Makenna	Latchkey Supervisor	12/12/2022
Carnachan, Casey	Aide/Assistant	12/14/2022
Armstrong, Brielle	Aide/Assistant	12/15/2022
Jenkins, James	Bus Aide	01/03/2023
Jenkins, James	Bus Driver	01/03/2023
Benenati, Natalie	Aide/Assistant	01/03/2023

8. **PUBLIC COMMENT** – None

9. **EXECUTIVE SESSION** - Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Burton and carried 5-0, the Board of Education ended the Regular Meeting to go into Executive Session at 7:25 p.m. to discuss legal matters.

On a motion by Mrs. DeRensis, seconded by Mr. Burton and carried 5-0, the Board of Education left Executive Session at 8:20 p.m. With no further business the Regular Meeting of the Board of Education was adjourned at 8:20 p.m.

Respectfully Submitted,

Pamela Salvati
Assistant District Clerk
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