

**NORWICH CITY SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
February 22, 2023
6:00 p.m.
District Office Conference Room**

PLEDGE OF ALLEGIANCE

- 1) **MINUTES** – It is recommended that the Board of Education adopt minutes from the January 25, 2023, Regular Meeting.
- 2) **SUPERINTENDENT'S REPORT**
 - Certificate of Recognition
 - Strategic Plan updates from Building Principals and teams
- 3) **DISCUSSION ITEM**
- 4) **SUBCOMMITTEE UPDATE**
 - Subcommittee updates as presented by the Board Committee Members
- 5) **CONSENT ITEM**
 - Approval of – February 2023 Special Education and Preschool Special Education Report
 - Approval of – January 2023 Income / Expense Report
 - Approval of – January 2023 Treasurer's Report
 - Approval of – February 2023 BOCES Bill
 - Approval of – January 2023 Claims Audit Report
- 6) **ACTION ITEMS**
 - **Board Policy Approval:** It is recommended that the Board of Education approve the attached Board Policy for *second reading*: A102 Board of Education Membership, Elections and Terms of Office
 - **Board Policy Approval:** It is recommended that the Board of Education approve the attached Board Policy for *second reading*: A102.1 Board of Education Authority, Compensation, Reimbursement and Orientation
 - **Board Policy Approval:** It is recommended that the Board of Education approve the attached Board Policy Chapter for first reading: Board Policy Notebook Chapter 1 Revisions to Chapter 1
 - **2023-2024 Instructional Calendar Approval:** It is recommended that the Board of Education approve the attached Instructional Calendar for the 2023-2024 school year.
 - **Approval of Resolution:** Be It Resolved, the Board of Education, in accordance with the Superintendent's Employment Agreement, approves a 3% increase to the Superintendent's base salary to be effective retroactively to January 3, 2022.
 - **Approval of Section IV Varsity Baseball Merger:** It is recommended that the Board of Education approve the attached Section IV Varsity Baseball Merger between the Norwich City School District and the Unadilla Valley Central School District for the 2022-2023 school year.
- 7) **PERSONNEL RECOMMENDATIONS**
- 8) **PUBLIC COMMENT**
- 9) **EXECUTIVE SESSION**

**CITY SCHOOL DISTRICT OF THE CITY OF NORWICH
BOARD OF EDUCATION
February 22, 2023 - 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, February 22, 2023.

PRESENT: Mr. Christopher Olds, President; Mr. Brian Reid, Vice-President; Mr. Clyde Birch; Mr. Brian Burton; Mrs. Roz DeRensis; Mrs. Debra Phelps; and Mr. Scott Ryan, Superintendent; Mrs. Jessica Poyer, Dir. of Teaching & Learning; Mr. Brian Bartlett, Dir. of Business Services; and Mrs. Pamela Salvati, Asst. District Clerk.

ABSENT: Mrs. Kiernan Hamilton.

Mr. Olds, President, called the meeting to order at 6:03 p.m. Pledge of Allegiance was recited by the Board.

1. **MINUTES** – Upon the recommendation by the Superintendent and on a motion by Mr. Reid, seconded by Mr. Birch and carried 6-0, the Board of Education adopted the minutes from the January 25, 2023, Regular Meeting of the Board of Education.

2. SUPERINTENDENT'S REPORTS –

Mrs. Kiernan Hamilton arrived at 6:05 p.m.

- *Certificate of Recognition* – Mr. Ryan presented a certificate to Mrs. Diane Shedd, Head Cook at Stanford Gibson School. He read a letter from Mrs. Jennifer Oliver, Principal, praising Mrs. Shedd for her dedication and commitment to the well-being of the students and staff at Gibson School.
- *Strategic Plan Updates from Building Principals and Leadership Teams* – The members of the Leadership Teams presented the 20-week update. (Presentation is attached.) Questions/Discussion followed the presentation:
Does the attendance change when we have extracurricular activities or holidays? How do we record absences? Can we make the system of recording absences better? There are no consequences in place for the chronic tardy and absence students. Parents must be held accountable.
The plan we have in place is engaging the students that attend school regularly. We are seeing some positive changes in the younger student's attendance (PB & MS).

Mrs. Hamilton left the meeting at 7:15 p.m.

- *Budget 23-24 & Staffing Report* – Brian Bartlett & Scott Ryan reviewed the presentation. (Presentation is attached.)
3. **DISCUSSION ITEM** – Deb Phelps shared information from the Legislative Breakfast she attended. Amazing discussions: staffing shortages, renew elimination of salary cap for retired teachers, resource officers, and transportation (electric buses pros & cons).
 4. **SUBCOMMITTEE UPDATE –**
 - Subcommittee updates as presented by the Board Committee Members – Policy Committee - Brian Burton summarized the recent Policy Committee meeting. Making great progress with consolidation of the policy handbook and mandated policies are complete.
 5. **CONSENT ITEMS** – 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 following Consent Agenda Items: (Information attached to the official minutes of the District.)
 - February 2023 Special Education & Preschool Special Education Report
 - January 2023 Income / Expense Report
 - January 2023 Treasurer's Reports

- February 2023 BOCES Bill
- January 2023 Claims Audit Report

6. ACTION ITEMS –

- **Board Policy A102 Board of Education Membership, Elections and Term of Office; and A102.1 Board of Education Authority, Compensation, Reimbursement and Orientation;** - 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 *second reading* of the following Board Policies: *A102 Board of Education Membership, Elections and Term of Office; and A102.1 Board of Education Authority, Compensation, Reimbursement and Orientation.* (Policies are attached to the official minutes of the District.)
- **Board Policies A100 – A105 Chapter 1 Board of Education –** Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Reid and carried 6-0, the Board of Education approved the *first reading* of *Chapter 1* Board Policies: *A100 through A105.* (Chapter 1 policies are attached to the official minutes of the District.)
- **2023 – 2024 Instructional Calendar -** Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Birch and carried 6-0, the Board of Education approved the *first reading* of the *2023-2024 Instructional Calendar.* (Calendar is attached to the official minutes of the District.)
- **Resolution -** Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mrs. DeRensis (there was a question regarding retroactive date of January 3, 2022, it should be amended to *January 3, 2023*). Board continued with the motion and vote carried 6-0, the Board of Education approved the Resolution with amended date:

Be It Resolved, the Board of Education, in accordance with the Superintendent's Employment Agreement, approves a 3% increase to the Superintendent's base salary to be effective retroactively to January 3, 2023.

(Original Resolution) Be It Resolved, the Board of Education, in accordance with the Superintendent's Employment Agreement, approves a 3% increase to the Superintendent's base salary to be effective retroactively to January 3, 2022.

- **Section IV Varsity Baseball Merger -** Upon the recommendation of the Superintendent and on a motion by Mr. Reid, seconded by Mr. Burton and carried 6-0, the Board of Education approved the attached *Section IV Varsity Baseball Merger* between the Norwich City School District and the Unadilla Valley Central School District for the 2022-2023 school year. (Agreement 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 Mr. Birch and carried 6-0, the Board of Education approved the following Instructional and Support Staff Personnel Recommendations:

INSTRUCTIONAL STAFF

END OF EMPLOYMENT

Name	Position	Bldg	Reason	Effective
Dabbraccio, Michael	Teaching Assistant	MS	Resignation	02/08/2023
Demeo, Julia	Teaching Assistant	MS	Resignation	02/09/2023
Ballard, Kayla	Mathematics Teacher	HS	Resignation	03/15/2023
Fagnani, Suzanne	PLC Lead Grade 1	SG	Resignation	04/01/2023

APPOINTMENT – PROBATIONARY

Name	Position	Bldg	Salary	Effective
LaHart, Elise	PLC Partner	DW	\$386.36 Per Diem	2/14/2023 – 06/30/2023

APPOINTMENTS – REGULAR SUBSTITUTE TO PROBATIONARY

Name	Position	Bldg	Effective
Camiel, Jacob	Teaching Assistant	SG	01/03/2022
Kenyon, Gretchen	Teaching Assistant	PB	09/01/2022
Gelsomin, Alicia	Teaching Assistant	SG	09/01/2023

APPOINTMENTS – REGULAR SUBSTITUTE

Name	Position	Bldg	Salary	Effective
Turner, Katherine	Teaching Assistant	PB	\$14.20	01/17/2023
Glen, Kenneth	Teaching Assistant	MS	\$14.20	02/08/2023

APPOINTMENT – EXTRA DUTY

Name	Position	Bldg	Salary	Effective
Perry, Melissa	PCL Lead Grade 1	SG	\$3,500.00 (prorated)	04/02/2023

GRADUATE CREDIT INCREASE

Name	From	To	Effective
Perry, Melissa	\$57,134.00 (33)	\$57,314.00 (36)	01/03/2023

APPOINTMENTS – SPRING COACHING

Name	Position	Salary
Irwin, Wendy	Modified Head Softball Coach	\$4,215.00
Alpen, Zach	JV Head Baseball Coach	\$5,140.00
Decker, Gloria	Track Assistant Coach	\$5,140.00
Curley, Philip	Track Assistant Coach	\$5,140.00
Cirigliano, Joseph	Varsity Head Softball Coach	\$6,445.00
Horan, Shaun	Varsity Head Track Coach	\$6,445.00
Tubbert-Swingle, Wendy	Varsity Head Boys Tennis Coach	\$5,140.00
Finch III, George	JV Head Softball Coach	\$5,140.00
Chaffee, Sydney	Track Assistant Coach	\$5,140.00
Lawrence, Donald	Varsity Head Baseball Coach	\$6,445.00
Nial, Connor	Track Assistant Coach	\$5,140.00
Brooks, Nicole	Modified Head Tennis Coach	\$4,215.00
Parker, Jeff	Varsity Head Girls Flag Football Coach	\$5,140.00
Stewart, Alexander	Unified Baseball Coach	\$4,215.00
Parker, Jeff	Volunteer Coach Baseball Program	\$0
Perry, Melissa	Volunteer Coach Softball Program	\$0

APPOINTMENTS - SUBSTITUTE

Name	Effective
Fornito, Donna	01/30/2023
Musk, Sierra	02/01/2023
Beckwith, Heather	02/01/2023
Arshi, Daniella	02/06/2023
Opara, Bethany	02/07/2023
Fleury, Justin	02/22/2023
Parrella, Hannah	02/27/2023

SUPPORT STAFF**END EMPLOYMENT**

Name	Position	Bldg	Reason	Effective
Kramnich, Jon	Cleaner	MS/HS	Resignation	02/03/2023
Stage, Gavin	Maintenance Worker	BG	Resignation	02/15/2023

APPOINTMENT - CORRECTION

Name	Position	Bldg	Salary	Original Effective Date	Adjusted Effective Date
Bradley, Lisa	Food Service Worker	PB	\$14.20	01/25/2023	02/02/2023

APPOINTMENTS – PROBATIONARY

Name	Position	Bldg	Salary	Effective
Haggerty, Brian	Cleaner	MS/HS	\$14.70	02/13/2023
Lund, Amanda	School Lunch Cook	HS	\$14.50	02/15/2023

APPOINTMENT – PROVISIONAL

Name	Position	Bldg	Salary	Effective
Armour, Crystal	Senior Custodial – Night Supervisor	PB	\$20.00	02/20/2023

APPOINTMENTS – ANNUAL

Name	Position	Bldg	Salary	Effective
Gager, Ellery	Night Custodial Supervisor	MS/HS	\$3,000.00	07/01/2022 – 06/30/2023
Sandra Stillman	Night Custodial Supervisor	SG	\$3,000.00	02/06/2023 – 06/30/2023
Armour, Crystal	Night Custodial Supervisor	PB	\$3,000.00	02/20/2023 – 06/30/2023

APPOINTMENTS - SUBSTITUTE

Name	Area	Effective
Fornito, Richard St.	Teacher Aide	01/30/2023
Fornito, Donna	Teacher Aide	01/30/2023
Musk, Sierra	Teacher Aide	02/01/2023
Beckwith, Heather	Teacher Aide	02/01/2023
Arshi, Daniella	Teacher Aide	02/06/2023
Kramnich, Jon	Cleaner	02/06/2023
Opara, Bethany	Teacher Aide	02/07/2023
Fleury, Justin	Teacher Aide	02/22/2023
Parrella, Hannah	Teacher Aide	02/27/2023

8. PUBLIC COMMENT –

Amanda Collins – Sports: Ms. Collins wanted to a coach and response to a letter she had sent to the AD. Mr. Olds informed her that this is a personnel matter that cannot be discussed in public session. He asked her to contact the Superintendent to discuss her situation. Ms. Collins then asked how the coaching staff are hired. Mr. Olds replied that they are not any part of the hiring process.

Eric Cunningham, HS Math Teacher/NEO Pres. – Public Comment: Mr. Cunningham asked the Board to move the Public Comment to the beginning of the meeting and maybe a second one near the end of the meeting. This would help in situations where there is an item on the agenda that a discussion could affect the vote on that item i.e., Instructional Calendar should be on the agenda as the first reading, since NEO has not had a chance to review it.

9. EXECUTIVE SESSION – None

With no further business, Mr. Olds asked for a motion to adjourn the meeting. On a motion by Mr. Burton, seconded by Mr. Reid and carried 6-0, the Regular Meeting was adjourned at 8:12 p.m.

Respectfully Submitted,



Pamela Salvati
Assistant District Clerk
PS