

**CITY SCHOOL DISTRICT OF THE CITY OF NORWICH  
BOARD OF EDUCATION  
May 19, 2023 - Special Meeting Minutes**

The Special 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, & 3, 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; Mrs. Kiernan Hamilton; and Mr. Scott Ryan, Superintendent; Mr. Rafael Olazagasti, Director of Human Resources; and Mrs. Lauren Van Beers, District Clerk.

Mr. Olds, President, called the meeting to order at 8:00 a.m. Pledge of Allegiance was recited by the Board.

- EXECUTIVE SESSION** - Upon the recommendation of Mr. Olds and on a motion by Mr. Reid, seconded by Mr. Burton and carried 7-0, the Board of Education entered into Executive Session at 8:01 a.m. to discuss the personnel recommendations. Mr. Ryan, Mr. Olazagasti, and Mrs. Van Beers were asked to exit the room for executive session.

At 8:22 a.m. Mr. Ryan and Mr. Olazagasti were asked to rejoin the executive session.

At 8:27 a.m. the executive session was moved into the District Office Conference Room 3 to allow use of the Board Room, Conference Rooms 1 & 2, for professional development.

On a motion by Mr. Birch, seconded by Mrs. Phelps and carried 7-0, the Board of Education left Executive Session at 9:10 a.m.

Mrs. Van Beers and a member of the public rejoined the Board meeting to resume the public meeting which commenced at 9:11 a.m.

- RECOMMENDATIONS** - Upon the recommendation of the Superintendent and on a motion by Mr. Birch, seconded by Mr. Reid and carried 4-3 (R.D., D.P., B.B.), the Board of Education approved the following Managerial, Confidential, Non Represented, Instructional, and Support Staff Personnel Recommendations:

**MANAGERIAL, CONFIDENTIAL, NON REPRESENTED**

**APPOINTMENTS - PROBATIONARY**

<u>Name</u>	<u>Position</u>	<u>Bldg</u>	<u>Salary</u>	<u>Effective</u>	<u>Reason</u>
Griffin, Todd	Assistant Superintendent for Business	D.O.	\$130,000.00	07/19/2023	Resignation
Poyer, Jessica	Assistant. Superintendent for Curriculum and Instruction	D.O.	\$130,000.00	07/01/2023	Position Change

**APPOINTMENTS - END EMPLOYMENT**

<u>Name</u>	<u>Position</u>	<u>Bldg</u>	<u>Reason</u>	<u>Effective</u>
Poyer, Jessica	Director of Teaching & Learning	D.O.	Position Change	06/30/2023

**INSTRUCTIONAL STAFF**

**APPOINTMENT – SUBSTITUTE**

<u>Name</u>	<u>Effective</u>
Collins, Kara	04/19/2023
Anreder, Jolie	04/28/2023
Loeffler, Ryan	05/22/2023
Schwager, Judy	05/22/2023

**SUPPORT STAFF**

**APPOINTMENTS - END EMPLOYMENT - ADJUSTMENT**

<b>Name</b>	<b>Position</b>	<b>Bldg</b>	<b>Reason</b>	<b>Original Effective Date</b>	<b>New Effective Date</b>
Turner, Katherine	Teaching Assistant	PB	Resignation	06/30/2023	05/16/2023

**APPOINTMENTS - END EMPLOYMENT**

<b>Name</b>	<b>Position</b>	<b>Bldg</b>	<b>Reason</b>	<b>Effective</b>
Newell, Sarah	Secretary II	MS	Resignation	05/12/2023
Hager, Kathryn Teresa	Secretary II	HS	Termination	05/19/2023
Hager, Kathryn Teresa	Office Manager	HS	Termination	05/19/2023
Hager, Kathryn Teresa	Assistant to Athletics	HS	Termination	05/19/2023
Lanfair, Fred	Cleaner	PB	Termination	05/19/2023
Cruger, Deborah	Teaching Assistant	HS	Position Change	05/21/2023
Jenkins, Stephanie	Secretary II	MS	Position Change	05/21/2023
Jenkins, Stephanie	Office Manger	MS	Position Change	05/21/2023

**APPOINTMENTS - PROBATIONARY**

<b>Name</b>	<b>Position</b>	<b>Bldg</b>	<b>Salary</b>	<b>Effective</b>	<b>Reason</b>
Wallis, Frank Jr.	Cleaner	SG	\$14.70	05/01/2023	Vacancy due to resignation
Mullins, Danny	Cleaner	MS/HS	\$14.70	05/01/2023	Vacancy due to resignation
Downing, Dylan	Cleaner	MS/HS	\$14.70	05/09/2023	Replacing Cleantec
Dunham, Joseph	Cleaner	PB	\$14.70	05/15/2023	Vacancy due to resignation
Cruger, Deborah	Administrative Assistant	HS	\$20.00	05/22/2023	Position Change - Vacancy due to Termination
Jenkins, Stephanie	Administrative Assistant	MS	\$20.00	05/22/2023	Position Change
Gray, Kelly	Administrative Assistant	HS	\$20.00	06/05/2023	Vacancy due to Position Change

**APPOINTMENT – SUBSTITUTE**

<b>Name</b>	<b>Area</b>	<b>Effective</b>
Collins, Kara	Teacher Aide	04/19/2023
Loeffler, Ryan	Teacher Aide	05/22/2023

Mrs. Hamilton left the Board meeting at 9:13 a.m.

**3. SUPERINTENDENT’S REPORT – Skipped**

**4. DISCUSSION ITEM –**

- Prep for Reorganizational July meeting – Mr. Olds suggested that this discussion item be moved to the June Regular Board meeting.

**5. ACTION ITEMS –**

- 1) **Certification of Budget Vote Results:** 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 certified the tabulation of votes cast at the May 16, 2023, Annual School Election which includes the following:
  - Norwich City School District Budget Vote;
  - Guernsey Memorial Library Budget Vote;
  - Proposition for Capital Reserve Project;
  - Board of Education Election; and the
  - Guernsey Memorial Library Trustee.

**RESOLUTION SHOWING TABULATION OF VOTES CAST, DETERMINATION AND RESULTS OF VOTING IN ANNUAL SCHOOL ELECTION AND BUDGET VOTE HELD IN THE CITY SCHOOL DISTRICT OF THE CITY OF NORWICH, NEW YORK, ON MAY 16, 2023.**

**WHEREAS**, the Annual School Election and Budget Vote of the City School District of the City of Norwich, New York, was duly held on **May 16, 2023**, pursuant to the provisions of Article 53 of the Education Law; and

**WHEREAS**, the Board has received from the Board of Inspectors of Election of the school district election a statement of the results and vote of such election; and

**WHEREAS**, pursuant to Section 2610 of the Education Law, this Board now meets at its usual place of meeting on the 19<sup>th</sup> day of May, 2023, and has examined and tabulated the statement of the results of said election and has canvassed the return as contained in such statement and has determined the number of votes cast for each candidate for the positions of member of the Board of Education of this District, and the number of votes cast for each candidate for the position of member of the Board of Trustees of Guernsey Memorial Library, the number of votes cast for the Proposed School Budget, the number of votes cast for the Proposed Guernsey Library Budget and the number of votes for **Proposition #1** authorizing the establishment of a Capital Reserve Fund to be designated: "**Bond Resolution**".

**NOW, THEREFORE**, be it

**RESOLVED**, that this Board of Education hereby determines the number of votes cast for the two candidates for the positions of **Member of the Board of Education** in the school election:

	Machine Vote	Absentee Ballots	<b>TOTAL</b> In-Person + Absentee
<b><i>District Office</i></b>			
<b>Christopher L. Olds</b>	228	57	285
<b>Melissa S. Beers</b>	219	61	280
<b><i>Write-in Votes</i></b>			
<b>Gary Brookins</b>	1		1
<b>Andrew Coates</b>	1		1
<b>Kisten Giglio</b>	1		1
<b>Lisa Natoli</b>	1		1
<b>Reuben Roach</b>	1		1
<b>Tim Ryan</b>	1		1
<b>Scott Sutton</b>	1		1
<b>Jen Westervelt</b>	1		1

And be it further

**RESOLVED**, that this Board of Education hereby determines the number of votes cast for one candidate for position of **Trustee of Guernsey Memorial Library** in the school election:

	Machine Vote	Absentee Ballots	<b>TOTAL</b> In-Person + Absentee
<b><i>District Office</i></b>			
<b>Deborah D. Miner</b>	229	62	291
<b><i>Write-In Votes</i></b>			
<b>Joe Spence</b>	1		1
<b>Mark Doliver</b>	1		1

And be it further

**RESOLVED**, that this Board of Education hereby determines the number of votes cast for the **Proposed School Budget; Proposed Guernsey Library Budget; and Proposition #1** in the school election:

	Machine Vote	Absentee Ballots	<u>TOTAL</u> In-Person + Absentee
	<i>District Office</i>		
<b>Proposed School Budget</b>			
YES	211	51	262
NO	60	16	76
<b>Proposed Guernsey Library Budget</b>			
YES	208	58	266
NO	63	10	73
<b>Proposition #1</b>			
YES	198	52	250
NO	72	15	87

And be it further

**RESOLVED**, that this Board of Education hereby declares the results of the canvass of the voting to be as follows and that the following named persons are duly elected as **Members of the Board of Education** for the terms indicated:

**Christopher L. Olds effective July 1, 2023, through June 30, 2026 (3-year term)**  
**Melissa S. Beers effective July 1, 2023, through June 30, 2026 (3-year term)**

And be it further

**RESOLVED**, that this Board of Education hereby declares the results of the canvass of the voting to be as follows and that the following named person is duly elected as **Trustee of the Guernsey Memorial Library** for the terms indicated:

**Deborah D. Miner effective July 1, 2023, through June 30, 2028 (5-year term)**

And be it further

**RESOLVED**, that this Board of Education hereby declares the results of the canvass of the voting to be as follows and that the **Proposed School Budget** has been accepted:

**\$46,146,296 for the 2023-2024 school year**

And be it further

**RESOLVED**, that this Board of Education hereby declares the results of the canvass of the voting to be as follows and that the **Proposed Guernsey Library Budget** has been accepted:

**\$1,028,650 for the 2023-2024 school year**

And be it further

**RESOLVED**, that this Board of Education hereby declares the results of the canvass of the voting to be as follows and that **Proposition #1** for a "**Bond Resolution**" has been accepted:

And be it further

**RESOLVED**, that as evidence of the several determinations hereinafter made pursuant to Section 2610 of the Education Law, this Board has caused this resolution to be signed by members of this Board.

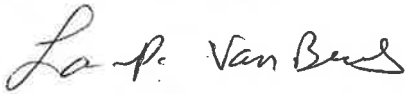
On a motion by Mr. Burton, Seconded by Mr. Reid and carried 6-0.

  
District Clerk

**6. PUBLIC COMMENT – None**

With no further business, Mr. Olds asked for a motion to adjourn the meeting. On a motion by Mr. Reid, seconded by Mrs. Phelps and carried 6-0, the Special Meeting was adjourned at 9:15 a.m.

Respectfully Submitted,



Lauren Van Beers  
District Clerk  
PS