

WEST CANADA VALLEY CENTRAL SCHOOLS BOARD OF EDUCATION  
REGULAR MEETING  
MONDAY, DECEMBER 9, 2019

**Members Present**

Charles Gage  
Janine Lynch  
Shauna Michael  
Peter Kemler  
Carson Marko  
Jessica Bartlett  
Shawn Schultz

**Others Present**

D.J. Shepardson, Superintendent  
Kelley Crossett, Business Manager  
Karen Sheets, District Clerk  
Nathaniel Lowell  
Melissa Lowell  
Sulia Martin  
Madison Szczesniak  
Clayton Davis  
Lauren Venettozzi  
Kathy McEvoy

**CALL TO ORDER**

Board President Charles Gage called the meeting to order at 6:30 PM

**PLEDGE OF ALLEGIANCE**

The Pledge was recited by all present.

**APPROVAL OF CONSENT AGENDA**

Motion was made by Mr. Kemler and seconded by Mrs. Schultz to approve the following resolution:

RESOLVED, that the following consent agenda items be approved and/or accepted: regular meeting minutes for 11/12/2019, warrant report, CSE/CPSE report, treasurer's report, budget report, claims audit report, and administrative reports.

All voted in favor; motion carried 7:0

**EXECUTIVE SESSION**

Motion was made by Ms. Lynch and seconded by Mrs. Bartlett for the Board to enter executive session at 6:31 pm to discuss personnel matters including review and appointment of employees and contract negotiations.

All voted in favor; motion carried 7:0

The Board exited executive session at 6:37 PM.

**ACTION ITEM-PERSONNEL REPORT**

Upon recommendation of the Superintendent, motion was made by Ms. Lynch and seconded by Mrs. Bartlett to accept the following resolution,

RESOLVED, to accept with regret resignation for:

**Name:** Jaclyn Santmier

**Position:** Teaching Assistant

**Type:** Full-time

**Effective:** December 6, 2019

All voted in favor, motion carried 7:0

Upon recommendation of the Superintendent, motion was made by Mrs. Bartlett and seconded by Mrs. Schultz to accept the following resolution,

RESOLVED, to appoint:

**Name:** Danielle Dutcher

**Position:** MS/HS Nurse

**Type:** Full-time

**Salary:** Step 11 of the CSEA Bargaining Agreement

**Effective:** January 2, 2019

All voted in favor, motion carried 7:0

Upon recommendation of the Superintendent, motion was made by Mrs. Michael and seconded by Ms. Lynch to approve the following resolution,  
RESOLVED, to appoint;

**Name:** Rita Juteau  
**Type:** Teacher Mentor  
**Effective:** 2019-20 School year  
All voted in favor, motion carried 7:0

Upon recommendation of the Superintendent, motion was made by Mrs. Schultz and seconded by Mrs. Bartlett to accept the following resolution,  
RESOLVED, to appoint;

**Name:** Jodi Carnright  
**Type:** Part-time Food Service  
**Salary:** Step 1 of the CSEA bargaining agreement  
**Effective:** December 10, 2019

Upon recommendation of the Superintendent, motion was made by Mrs. Schultz and seconded by Mrs. Bartlett to accept the following resolution,  
RESOLVED, to approve;

**Name:** Linda Gregory  
**Type:** Substitute Food Service Helper  
**Salary:** per the CSEA Bargaining agreement  
**Effective:** December 10, 2019  
All voted in favor; motion carried 7:0

Upon recommendation of the Superintendent, motion was made by Mrs. Schultz and seconded by Mrs. Bartlett to approve the following resolution,  
RESOLVED, to appoint;

**Name:** Jennifer Mueller  
**Type:** Substitute Teacher, Teacher Assistant, Monitor/Aide Gr. K-12  
**Effective:** December 10, 2019  
All voted in favor; motion carried 7:0

Upon recommendation of the Superintendent, motion was made by Ms. Lynch and seconded by Mrs. Schultz to approve the following resolution,  
RESOLVED, to appoint;

**Name:** Jaclyn Santmier  
**Type:** Substitute Teacher, Teacher Assistant, Monitor/Aide Gr. K-12  
**Effective:** December 10, 2019  
All voted in favor; motion carried 7:0

#### **ACTION ITEM: BUDGET CALENDAR/ASSUMPTIONS**

Upon recommendation of the Superintendent, a motion made by Ms. Lynch and seconded by Mrs. Schultz to approve the Budget Calendar and Assumptions for the 2020-21 School year.  
All voted in favor; motion carried 7:0

#### **ACTION ITEM: FFA OVERNIGHT TRIP**

Upon recommendation of the Superintendent motion was made by Mr. Kemler and seconded by Mrs. Shultz to approve the overnight trip for FFA Club to attend the NY FFA Conference in Syracuse from January 25-26, 2020.

All voted in favor; motion carried 7:0

#### **DISCUSSION ITEM: BUDGET WORKSHOP I**

Mr. Shepardson reviewed the budget process and discussed the Budget Workshop packet 1 to begin the budget process.

#### **DISCUSSION ITEM: ESSA UPDATE**

Mr. Shepardson noted that the building plans for ESSA have been approved by the state and will soon be available on the website. Mr. Shepardson also noted that we will be having a visit from the state in January. Mr. Shepardson will update the board as new information becomes available.

**DISCUSSION ITEM: WCV DEDICATION**

Mr. Shepardson discussed with the board in general what they thought about dedicating areas around the school to past faculty or community members. It was decided to handle this on a case by case situation and discussions will continue on how to handle these requests in the future.

**DISCUSSION ITEM: POLICY 7240 STUDENT RECORDS**

A motion made by Ms. Lynch and seconded by Mrs. Bartlett to wave the second reading of Policy 7240 Student Records  
All voted in favor; motion carried 7:0

A motion made by Ms. Lynch and seconded by Mrs. Schultz to adopt policy 7240  
All voted in favor; motion carried 7:0

**DISCUSSION ITEM: POLICY 7512 STUDENT PHYSICALS**

A motion made by Mrs. Schultz and seconded by Ms. Lynch to wave second reading of Policy 7512 Student Physicals  
All voted in favor; motion carried 7:0

A motion was made by Mrs. Schultz and seconded by Ms. Lynch to adopt Policy 7512.  
All voted in favor; motion carried 7:0

**ANNOUNCEMENTS**

- December 10: HS Winter Concert-7PM**
- December 17: Elementary Winter Concert-7PM**
- December 23-January 1: Winter Recess**
- Next Meeting: January 13, 2020**

**PUBLIC COMMENTS**

Mrs. McEvoy thanked the board for allowing the fire department to use the school for their annual craft fair and also thanked the custodial staff as well as the boy’s varsity basketball team for their help with setting up and helping vendors carry in items for their booths.

**ADJOURNMENT**

A motion was made by Mr. Kemler and seconded by Mrs. Michael to adjourn the meeting.  
All voted in favor; motion carried 7:0

**Meeting adjourned: 7:22 PM**

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President, Board of Education

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Clerk, Board of Education