

WEST CANADA VALLEY CENTRAL SCHOOLS BOARD OF EDUCATION  
REGULAR MEETING  
MONDAY, MAY 13, 2024  
6:00 PM

**Members Present**

Shauna Michael  
Alisa Brewer  
Roger Kemler  
Janine Lynch  
Ed Schatzel

**Others Present**

Jeremy Siddon, Superintendent  
Glenn Broadbent, MS/HS Principal  
Kelley Crossett, Business Manager  
Daphne Raymo, District Clerk  
Christine Nofri, Elementary Principal

**Absent Members**

Jessica Bartlett  
Sara Northup-Lynch

**THIS MEETING WAS LIVE-STREAMED THROUGH THE WEST CANADA VALLEY CSD WEBSITE**

**CALL TO ORDER**

Board Vice President, Shauna Michael, called the meeting to order at 6:01 PM.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by all present.

**SPECIAL PRESENTATION: INTRODUCTION OF NEW STAFF**

The Board was introduced to two new staff members, Mrs. Susan Walrath-Pope, Senior Account Clerk in the Guidance and MS/HS Principal's Office and Mrs. Janelle D'Aoust, Elementary School Counselor. Each staff member told the Board about themselves and talked about their first few weeks in our district.

**APPROVAL OF CONSENT AGENDA**

A motion made by Mr. Schatzel and seconded by Mr. Kemler to approve the following resolution:

RESOLVED, that the following consent agenda items be approved and/or accepted: meeting minutes from the April 15, 2024 Regular Meeting, minutes from the April 17, 2024 Special Meeting for the BOCES Annual Budget, minutes from the May 9, 2024 Special Meeting to accept the second installment of an anonymous donation for the capital project, CSE/CPSE report, treasurer's report, budget report, claims audit report, and administrative reports (the administrative reports are given in person rather than written reports), **with the exception of the warrant report.**

All voted in favor; motion carried 5:0

**EXECUTIVE SESSION**

Motion made by Mr. Schatzel and seconded by Mrs. Brewer to enter executive session for appointment of personnel matters including review and appointment of employees and contract negotiations.

All voted in favor; motion carried 5:0      Entered Executive Session: 6:37PM      Exited Executive Session: 7:26PM

**APPROVAL OF WARRANT REPORT**

A motion made by Ms. Lynch and seconded by Mr. Schatzel to approve the following resolution:

RESOLVED, that the following consent agenda item be approved and/or accepted: warrant report.

All voted in favor; motion carried 5:0

**ACTION ITEMS: PERSONNEL – SUBSTITUTE APPOINTMENTS**

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

**Name:** Christina Wiatr

**Certification:** Certified, Retired WCV

**Position:** Substitute Teacher, Teaching Assistant, Aide/Monitor (PK-12)

**Salary:** Per the district approved rate sheet

**Effective:** September 4, 2024

All voted in favor; motion carried 5:0

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

**Name: Susan Kubica**

**Certification:** Certified, Retired WCV

**Position:** Substitute Teaching Assistant, Aide/Monitor (PK-12), in addition to her previous appointment as Substitute Teacher on April 15, 2024

**Salary:** Per the district approved rate sheet

**Effective:** September 4, 2024

All voted in favor; motion carried 5:0

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

**Name: Sydney Kinsella**

**Certification:** Non-certified

**Position:** Substitute Teacher, Teacher Assistant, Monitor/Aide (PK-6)

**Salary:** Per the district approved rate sheet

**Effective:** Pending successful fingerprint clearance

All voted in favor; motion carried 5:0

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

**Name: Taylor Depo**

**Position:** Substitute Cleaner/Custodian

**Salary:** Per the district approved rate sheet

**Effective:** Pending successful fingerprint clearance

All voted in favor; motion carried 5:0

#### **ACTION ITEMS: PERSONNEL - FAMILY LEAVE**

Upon recommendation of the Superintendent, motion was made by Mrs. Brewer and seconded by Ms. Lynch to approve the following resolution,  
RESOLVED, to approve Family Care Leave;

**Name: Kymber Wiggins**

**Position:** Elementary Teaching Assistant

**Effective:** On or before September 16 for 12 weeks and returning on or about December 9, 2024

All voted in favor; motion carried 5:0

#### **ACTION ITEM: CHIEF ELECTION INSPECTOR**

Motion made by Mr. Schatzel and seconded by Ms. Lynch to approve the following resolution;  
RESOLVED, to appoint;

**Name: Tina Sternberg**

**Position:** Chief Election Inspector

**Effective:** May 14, 2024

All voted in favor; motion carried 5:0

#### **COOPERATIVE BIDDING RESOLUTION**

Motion made by Ms. Lynch and seconded by Mrs. Brewer to approve the Madison-Oneida BOCES Cooperative Bidding Resolution.

All voted in favor; motion carried 5:0

#### **DISCUSSION ITEM: CAPITAL PROJECT**

Mr. Siddon advised the board members that the first capital project is in the final stages and we are currently awaiting approval to start the second capital project. Mr. Siddon will update the board as new information becomes available.

**PUBLIC COMMENTS**

There were no public comments.

**ANNOUNCEMENTS**

- **June 14-June 25, 2024: Regents and Checkpoint Exams**
- **June 19: Juneteenth - School Closed**
- **June 24: 6th Grade Moving Up Ceremony 9:30 AM**
- **June 24: Pre-K Graduation 1:00 PM**
- **June 24: Athletic Banquet, Food-4:30, Ceremony-5:00 PM**
- **June 25: Honors Ceremony 5:00 PM**
- **June 29: High School Graduation Ceremony - 10:00 AM**
- **July 8, 2024: BOE Reorganizational Meeting - 6:00 PM**

**ADJOURN**

Motion made by Mrs. Brewer and seconded by Ms. Lynch to adjourn the meeting.

All voted in favor; motion carried 7:0

**Meeting adjourned: 7:38 PM**

---

President, Board of Education

---

Clerk, Board of Education