

August 16, 2022

Regular Board of Education Meeting  
Middle-High School Library

**Present:** Joseph Ciccone  
Michael Clements  
Angela Service  
Tricia Service  
Kathleen Sarafin  
Dominick Bellino  
Jack Bono

**Absent:** 0

**Others Present:** Joseph Palmer, Superintendent of Schools, Kacey Sheppard-Thibault, Assistant Superintendent, Connie Giordano, District Clerk, Melanie Welch, Elementary Principal

**ROLL CALL:**

Roll call was taken by Joseph Ciccone: 7– Present 0 - Absent

**CALL TO ORDER:**

The meeting was called to order by Joseph Ciccone at 6:30 p.m. and the Pledge of Allegiance was recited.

**Convene to Executive Session** to discuss the employment status of specific personnel – a motion was made by Michael Clements, seconded by Kathleen Sarafin, to convene to Executive Session at 6:30 p.m.

**Convene to General Session** – a motion was made by Dominick Bellino, seconded by Jack Bono, to convene to General Session at 7:24 p.m.

7– YES 0 – NO MOTION PASSED

**Administer Oath of Faithful Performance to Newly Elected Officer:**

Jack Bono –Vice President, Board of Education

**Reports/Presentations/Good News to Share:**

1. King & King Architects – Capital Project  
Vote: October 18, 2022
2. Update – Superintendent Joseph Palmer

**Discretionary Period for Residents to Address the Board:**

N/A

**Consent Agenda:**

A motion was made by Dominick Bellino, seconded by Michael Clements to approve the following **CONSENT**

**AGENDA:** Minutes, Finance, Personnel 1 - 15 , New Business 1 – 3.

7- YES 0 - NO MOTION PASSED

**Minutes:**

July 11, 2022

**Finance:**

N/A

**Personnel:**

1. **Appointed Cleaner:**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Leny Hurd to the position of Cleaner, at a yearly salary of \$31,720 (pro-rated) plus night differential of \$1,300 (pro-rated) pending clearance from the New York State Department of Education (fingerprint clearance), effective 8/16/22.
2. **Appointed Cleaner:**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Frank Torres to the position of Cleaner, at a yearly salary of \$31,720 (pro-rated) plus night differential of \$1,300 (pro-rated) pending clearance from the New York State Department of Education (fingerprint clearance), effective 8/16/22.
3. **Accepted Resignation From Teacher's Aide:**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation of Sarah Mead from her position of Teacher's Aide effective 8/09/22.
4. **Accepted Resignation from 44 Week Typist:**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation of Jodi Gay from her position of 44 Week Typist effective 8/08/22.

5. Accepted Resignation from School Nurse:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation of Melissa Polidori from her position of School Nurse effective 8/30/22.
  6. Accepted Resignation from Teacher's Assistant:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation of Lindsay Serianni from her position of Teacher's Assistant effective 7/25/22.
  7. Accepted Resignation from Cleaner:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation from Patricia Dygert from her position of Cleaner effective 7/14/22.
  8. Extended Summer Student Worker Employment:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby extends the time period for summer student worker Makiah DesJardins to 8/12/22.
  9. Appointed School Nurse:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Susan Jones as Middle-High School Nurse, at a salary of Step 1, \$41,270, effective 8/16/22. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).
  10. Appointed School Nurse:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Tara McLean as an Elementary School Nurse, at a salary of Step 1, \$41,270, effective 8/16/22. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).
  11. Appointed Champions of Curriculum - 6 – 8 Social Studies:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Jeff Adasek to the position of Champions of Curriculum - 6 – 8 Social Studies, with paid a stipend of \$1,346.
  12. Appointed Teacher Assistant:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Tara White-Tice as a Teacher Assistant, at a salary of Step 10, \$20,135, effective 8/22/22, a four-year probationary appointment, extending from 8/22/22 – 8/22/26. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).
  13. Appointed Teacher Assistant:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Gary Sutton as a Teacher Assistant, at a salary of Step 10, \$20,135, effective 8/22/22, a four-year probationary appointment extending from 8/22/22 – 8/22/26. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).
  14. Appointed Teacher Assistant:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Ashley Klump as a Teacher Assistant, at a salary of Step 10, \$20,135, effective 8/22/22, a four-year probationary appointment extending from 8/22/22 – 8/22/26. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).
  15. Appointed 44 Week Typist:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Kendra Tillinghast to the position of 44-week Typist, at a salary of \$28,953, effective 8/31/22. This is a six month probationary appointment, and is contingent upon clearance from the New York State Department of Education (fingerprint clearance) and passing of the Civil Service Typist Test.
11. New Business:
1. Approved CSE/CPSE Recommendations:  
It is hereby recommended that the CSE/CPSE recommendations for the following student case numbers that were reviewed be approved:

<u>Student ID</u>	<u>Meeting Date</u>
580511098	7/29/22
580511478	7/12/22
580513213	7/25/22
  2. Declared Computer Equipment as Obsolete:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby declared the attached list of computer equipment as obsolete.

3. Agreement Between Town of Frankfort Police Department and Frankfort-Schuyler Central School:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby entered into agreement between and the Frankfort-Schuyler Central School District and the Town of Frankfort Police Department to implement a School Information Resource Officer for the school year 2022-2023.

**Old Business:**

General Discussion on the material used on the ground on our Elementary School Playground; our maintenance crew did a nice job, and the material is working out well.

Participation on our sports teams – Roster numbers are good.

General Discussion – Residency/Out of District Program to track out of district students currently attending

Musical – possibility of having 3 shows

**Adjourn** – A motion was made by Kathleen Sarafin, seconded by Michael Clements to Adjourn at 8:23 p.m.

7 - YES

0 – NO

MOTION PASSED

Respectfully Submitted,

\_\_\_\_\_  
District Clerk

August 30, 2022

Regular Board of Education Meeting  
Middle-High School Library

**Present:** Jack Bono  
Michael Clements  
Tricia Service  
Kathleen Sarafin  
Dominick Bellino

**Absent:** 2 – Joseph Ciccone  
Angela Service

**Others Present:** Joseph Palmer, Superintendent of Schools, Kacey Sheppard-Thibault, Assistant Superintendent, Connie Giordano, District Clerk, Melanie Welch, Elementary Principal

**ROLL CALL:**

Roll call was taken by Joseph Ciccone: 5– Present 2 - Absent

**CALL TO ORDER:**

The meeting was called to order by Jack Bono at 6:30 p.m. and the Pledge of Allegiance was recited.

**Convene to Executive Session** to discuss the employment status of specific personnel – a motion was made by Dominick Bellino, seconded by Kathleen Sarafin, to convene to Executive Session at 6:30 p.m.

**Convene to General Session** – a motion was made by Dominick Bellino, seconded by Kathleen Sarafin, to convene to General Session at 7:07 p.m.

5– YES

0 – NO

MOTION PASSED

**Reports/Presentations/Good News to Share:**

1. Update – Superintendent Joseph Palmer  
Open House – Elementary and Secondary Schools – September 6 and 7

**Discretionary Period for Residents to Address the Board:**

N/A

A motion was made by Kathleen Sarafin, seconded by Dominick Bellino, to pull New Business Item No. 4 from the Consent Agenda.

5- YES

0 - NO

MOTION PASSED

**Consent Agenda:**

A motion was made by Kathleen Sarafin, seconded by Dominick Bellino, to approve the following **CONSENT AGENDA:** Minutes, Finance, Personnel 1 - 9, New Business 1 – 3.

5- YES

0 - NO

MOTION PASSED

**Minutes:**

August 16, 2022

**Finance:**

Scholarship Report  
Extraclassroom Activities Report

**Personnel:**

1. **Appointed Teacher Assistant:**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed Sharon Pritchard as a Teacher Assistant, at a salary of Step 10, \$20,135, effective 8/31/22, a four-year probationary appointment extending from 8/31/22 – 8/31/26. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).
2. **Appointed Teacher Assistant:**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed Alivia Pratt as a Teacher Assistant, at a salary of Step 10, \$20,135, effective 8/31/22, a four-year probationary appointment extending from 8/31/22 – 8/31/26 . This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).
3. **Schedule E Appointment – Sophomore Class Advisor:**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed Marissa Pietruch to the Schedule E position of Sophomore Class Advisor, with a stipend of \$700.

## Personnel:

4. Accepted Resignation from Family and Consumer Science Teacher:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepted the resignation of Emily Lehner from her position of Family and Consumer Science Teacher effective 9/23/22.
5. Schedule E Appointment – National Honor Society Committee Member:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed Nicole Ruddy to the position of National Honor Society Committee member, with a stipend of \$145.
6. Schedule E Appointment – National Jr. Honor Society Committee Member:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed Andrea Cordero to the position of National Jr. Honor Society Committee member, with a stipend of \$145.
7. Accepted Resignation from HS Champions of Curriculum ELA position:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepted the resignation of Karen Murphy from her Schedule E position of Champion of Curriculum ELA (co-advisor).
8. Change of Title – C.S.E. Chairperson – K-12 Director of Special Programs/Assistant Principal:  
Be it resolved that the Frankfort-Schuyler Central School District and the Frankfort-Schuyler Administrators' Association hereby agreed to change the title of the C.S.E. Chairperson, Dawn Harvey, to K-12 Director of Special Programs/Assistant Principal, effective July 1, 2022. There will be no change in tenure or probationary period.
9. Coaching Appointments:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed the following coaches for the 2022-2023 School Year:

Alexa DeSarro	Cheerleading, Head Varsity	\$4,200
Julia Post	Cheerleading, Assistant Varsity (non-paid, volunteer)	
Robert Harrod	Girls Soccer, JV Head	\$2,700
Robert Harrod	Boys Soccer, Varsity Assistant (non-paid, volunteer)	
Carrie Viti	Girls Soccer, Modified Head	\$2,400
Jack Bono Jr.	Boys Soccer, Program Assistant	\$ 500
Jeff LaGase	Football, Head Varsity	\$4,200
Ronald Gatto	Football, Assistant Varsity	\$3,012
Anthony Rocco	Football, Assistant – JV Head	\$2,589
Jason Wasielewski	Football, Modified Head	\$2,400
Cody Mead	Football, Assistant Modified	\$2,278
Anthony Longo	Football, Assistant (non-paid, volunteer)	

## New Business:

1. Authorized Superintendent of Schools and/or Assistant Superintendent of Business and Technology to make transfers from General Fund to Reserve Funds:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby authorizes the Superintendent of Schools and/or the Superintendent of Business and Technology to make transfers from the General Fund to the following reserve funds:  
T.R.S. \$ 140,562  
Capital \$1,164,000
2. Authorization for Superintendent of Schools and/or Superintendent of Business and Technology to make transfers to Capital Reserve from E.R.S. and Repair Reserve Funds:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby authorizes the Superintendent of Schools and/or the Superintendent of Business and Technology to make transfers to the Capital Reserve from the following Reserve Funds:  
E.R.S. \$2,000,000  
Repair: \$1,836,000
3. Approved the Capital Project SEQR Resolution:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby approves the following SEQR (State Environment Quality Review Act) Resolution regarding the Capital Project:  
WHEREAS, the Frankfort-Schuyler Central School District (the "District") seeks to undertake a project, including but not limited to:  
Interior and exterior building upgrades at the Jr./Sr. High School and the Elementary School, including educational program, infrastructure, mechanical, electrical and plumbing upgrades, and site improvements, including drainage. Athletic field improvements including converting the stadium field, baseball and softball fields to all weather synthetic turf.



WHEREAS, the State Environmental Quality Review Act ("SEQRA") and the regulations thereunder require the Board to undertake a review of the potential environmental impacts, if any, associated with the project before approving same and

WHEREAS 6 NYCRR Section 617.7 requires a lead agency to issue a written determination of significance with respect to any proposed Unlisted action; and

WHEREAS, the Board of Education has received and carefully considered the Environmental Assessment Form as well as the nature and scope of the action as submitted by its architect to assess the environmental impact of the project.

NOW, THEREFORE, BE IT RESOLVED, that the Board finds and concludes as follows:

RESOLVED that the proposed action is an Unlisted Action within the meaning of 6 NYCRR 617; and it is further

RESOLVED that the Board hereby declares itself lead agency with respect to the environmental review of the proposed project; and it is further

RESOLVED, that upon consideration of the foregoing, the Board finds and concludes that the proposed action will not result in any significant adverse impacts to the environment; and it is further

RESOLVED, that the Board hereby issues a Negative Declaration with respect to the proposed action; and it is further

RESOLVED, that this resolution shall take effect immediately.

4. Approved the Capital Project Resolution:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby approves the following Capital Project Resolution:

WHEREAS, the Frankfort-Schuyler Central School District is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), and

WHEREAS, the District is considering undertaking a project at the Jr./Sr. High School and Elementary School consisting of interior and exterior building upgrades, infrastructure, mechanical, electrical, plumbing and site improvements and athletic field improvements, including converting the stadium field, baseball and softball fields to all weather synthetic turf (collectively referred to herein as the "Project"); and

WHEREAS, by resolution adopted on August 30, 2022, following review of an Environmental Assessment Form ("EAF") to facilitate a review of the potential environmental impacts of the Project, the Board of Education carefully considered the nature and scope of the Project as set forth in the EAF and determined that the Project is an Unlisted Action as that term is defined in the Regulations and issued a Negative Declaration relating to the Project; and

BE IT RESOLVED by this Board of Education as follows:

Section 1. A Special Meeting of the qualified voters of the Frankfort-Schuyler Central School District, Herkimer County, State of New York, will be held in the Middle/Senior High School Gymnasium in Frankfort, New York, on the 18th day of October, 2022 from 12:00 o'clock noon to 8:00 o'clock P.M., prevailing time, for the purpose of voting on the propositions described in the Notice of Special District Meeting hereinafter set forth.

Section 2. The business to be acted upon at said Special District Meeting shall be as stated in the Notice thereof, and the District Clerk is hereby authorized and directed to cause the Notice of said Special District Meeting to be published in *The Evening Telegram* and *The Observer Dispatch*, both newspapers having a general circulation within the District, such publications to be made four (4) times each in such newspapers within the seven (7) weeks next preceding such Special District Meeting, the first publication to be at least forty-five (45) days prior to the date of said Special District Meeting.

Section 3. The Special District Meeting shall be called by giving the following notice thereof:

**NOTICE OF A SPECIAL SCHOOL DISTRICT MEETING  
OF VOTERS OF THE  
FRANKFORT-SCHUYLER CENTRAL SCHOOL DISTRICT**

**THE BOARD OF EDUCATION OF THE FRANKFORT-SCHUYLER CENTRAL SCHOOL DISTRICT HEREBY GIVES NOTICE** that pursuant to a Resolution adopted by the Board of Education of the District on August 30, 2022, a special meeting of the qualified voters of said School District, County of Herkimer, State of New York, will be held at the Middle/Senior High School Gymnasium in Frankfort, New York, on October 18, 2022, between the hours of 12:00 o'clock noon and 8:00 o'clock P.M. prevailing time, for the purpose of voting upon the following proposition:

**PROPOSITION**

Shall the Board of Education undertake a project at the Jr./Sr. High School and Elementary School consisting of interior and exterior building upgrades, infrastructure, mechanical, electrical, plumbing and site improvements and athletic field improvements, including converting the stadium field, baseball and softball fields to all weather synthetic turf, original furnishings, fixtures and equipment, architectural fees, and all other costs incidental to such work at a total estimated cost not to exceed \$19,900,000 and obtain the necessary funds by using \$4,000,000 from the District's reserve

fund, any available state aid and the levy of a tax upon the taxable property of the School District to be collected in annual installments in the years and in the amounts as the Board of Education shall determine and in anticipation of such tax bonds and notes of the District are hereby authorized to be issued at one time, or from time to time, in the principal amount not to exceed \$15,900,000, and a tax is hereby voted to pay the interest on said obligations when due.

**NOTICE IS GIVEN** that voting upon the foregoing proposition will be by voting machine or paper ballot.

**NOTICE IS FURTHER GIVEN** that qualified voters may obtain applications for an absentee ballot from the office of the Clerk of the District. Completed applications for absentee ballots must be received by the District Clerk of the District no later than 4:00 P.M. prevailing time on October 17, 2022 and must be received no later than 4:00 P.M., prevailing time, on October 11, 2022 if the absentee ballot is to be mailed to the voter. Completed applications received after 4:00 p.m. on October 11, 2022, will require the voter to personally appear at the Office of the Clerk of the District to receive an absentee ballot. A listing of all persons to whom an absentee ballot is issued will be available for inspection by any qualified voter in the Office of the Clerk of the District between the hours of 7:30 A.M. and 4:00 P.M. during each of the five (5) business days prior to the election.

**NOTICE IS FURTHER GIVEN** that military ballots may be applied for by qualified voters by requesting an application from the District Clerk at 315-895-7781 or [cgiordano@frankfort-schuyler.org](mailto:cgiordano@frankfort-schuyler.org). Completed applications for military ballots must be received by the District Clerk no later than 4:00 P.M. on September 22, 2022. In a request for a military ballot application or ballot, the military voter may indicate their preference for receiving the application or ballot by mail, facsimile transmission or electronic mail.

**DATED:** August 30, 2022

**BY ORDER OF THE BOARD OF EDUCATION**  
**Connie Giordano, District Clerk**

**Section 4.** The vote upon the proposition to be submitted to the qualified voters shall be by ballot on voting machines or by paper ballots, and the District Clerk is hereby authorized and directed to have the necessary ballot labels printed in form corresponding as nearly as may be with the requirements of the Education Law.

**Section 5.** The Clerk of the District is hereby authorized and directed in the name of and on behalf of the District to do all acts and things necessary, following the advice and counsel of the District's Attorney and the District's Bond Counsel, to comply with all applicable laws, regulations and executive orders relating to the Special Meeting to be held on October 18, 2022, and to do all other acts as may be necessary, or in the opinion of the District's Attorney and the District's Bond Counsel, desirable or proper to effectuate the purposes of the foregoing Resolution and to cause compliance by the District with all applicable laws, regulations and executive orders relating to the notice of, and procedural steps to be taken in connection with such Annual Meeting.

**Section 6.** This Resolution shall take effect immediately.

The motion having been duly moved, the resolution was acted upon by the Board of Education and after roll call there were 5 votes in favor of the resolution and -0- votes against the resolution as follows:

**Board Members**

Joseph Ciccone, President	Voting	abs
Jack Bono, Vice President	Voting	y
Dominick Bellino	Voting	y
Kathy Sarafin	Voting	y
Mike Clements	Voting	y
Angela Service	Voting	abs
Tricia Service	Voting	y

- Full-time SRO hired
- Architects will be here September 13, 2022 to answer any questions regarding the Capital Project.

**Old Business:**

**Adjourn** – A motion was made by Dominick Bellino, seconded by Tricia Service to Adjourn at 7:30 p.m.

5 - YES

0 – NO

**MOTION PASSED**

Respectfully Submitted,

\_\_\_\_\_  
District Clerk