

WEST CANADA VALLEY CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**REGULAR MEETING**  
MONDAY, JULY 8, 2024  
6:30 PM

**Members Present**

Jessica Bartlett  
Alisa Brewer  
Roger Kemler  
Janine Lynch  
Shauna Michael  
Sara Northup-Lynch  
Edwin Schatzel

**Others Present**

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

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

**CALL TO ORDER**

Board President Jessica Bartlett called the meeting to order at 6:30 PM

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by all present.

**APPROVAL OF CONSENT AGENDA**

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

RESOLVED, that the following consent agenda items be approved and/or accepted: meeting minutes from the June 10, 2024 Regular Meeting, administrative reports (the administrative reports are given in person rather than written reports), warrants, CSE/CPSE, treasurer, budget and claims audit reports.

All voted in favor; motion carried 7:0

**EXECUTIVE SESSION**

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

All voted in favor; motion carried 7:0      **Entered Executive Session: 6:43 pm**      **Exited Executive Session: 7:51 pm**

**ACTION ITEM: APPOINTMENTS**

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

**Name: Ashleigh Fee**

**Certification:** Teaching Assistant, Level 1

**Position:** Teaching Assistant, Special Education, Elementary

**Salary:** Per the CSEA Bargaining Agreement

**Effective:** August 29, 2024

All voted in favor; motion carried 7:0

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

**Name: Kassi March**

**Certification:** Teaching Assistant, Level 1

**Position:** Teaching Assistant, Special Education, Elementary

**Salary:** Per the CSEA Bargaining Agreement

**Effective:** August 29, 2024

All voted in favor; motion carried 7:0

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

**Name: Nelson Pohoreskey**

**Certification:** Class B CDL with School Bus and Passenger Endorsements, 19A Certified Examiner, SBDI Instructor

**Position:** Full-time Bus Driver

**Salary:** Per the CSEA Bargaining Agreement

**Effective:** July 9, 2024

All voted in favor; motion carried 7:0

#### **ACTION ITEM: SUBSTITUTE APPOINTMENT**

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

**Name: Emily Wheeler**

**Certification:** None

**Position:** Substitute Account Clerk

**Salary:** Per the hourly rate of the CSEA Bargaining Agreement

**Effective:** July 9, 2024

All voted in favor; motion carried 7:0

#### **ACTION ITEM: FACULTY MENTOR COORDINATOR**

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: Lisa Lawton**

**Position:** Mentor Coordinator

**Salary:** Per the WCVTA Bargaining Agreement

**Effective:** 2024-2025 School Year

All voted in favor; motion carried 7:0

#### **ACTION ITEM: EXTRACURRICULAR ADVISORS**

Motion made by Mrs. Brewer and seconded by Ms. Lynch to approve the Extra-curricular Advisors (as presented) for the 2024-2025 school year.

All voted in favor; motion carried 7:0

Activity	Advisor	WCVTA Extracurr. Index Step	Activity	Advisor	WCVTA Extracurr. Index Step
Art Club co-advisor	Bronwen Keefer	3	Grade 12	Victoria Petro	4
Art Club co-advisor	Ricci Sayers	3	Grade 12 Assistant	Shane Bonney	5
BAA	Tina Sternberg	5	International Club	Leonora Foster	5
Central Treasurer	Shane Bonney	5	Jazz Ensemble	Scott Bonney	5
Color Guard	Shane Bonney	5	Marching Band	Shane Bonney	5
Drama Director	Patricia Lang	5	Marching Band Asst.	Scott Bonney	5
Drama Director Asst.	Joyce Patti	5	Musical Director	Shane Bonney	5
FCCLA	Gina Malin	5	Musical Director's Asst.	Chris DeNova	1
FFA	Kiley Treen	4	National Jr. Hon. Society	Ritamarie Juteau	5
GAA	Tina Sternberg	5	National Sr. Hon. Society	Melissa Maine	5
Garden Club	Carey Stewart	4	SISTERS	Courtney Valasek	5
Grade 7	Anne Murphy	5	Ski Club	Ed Dougherty	2
Grade 8	Ed Dougherty	2	Stage Manager	Scott Bonney	5
Grade 9	Ritamarie Juteau	5	Student Council	Abigail Rose	4
Grade 10	Emily Goggin	2	West Canadians Director	Chris DeNova	1
Grade 11	Anne Murphy	5	Yearbook	Emily Goggin	1

#### **ACTION ITEM: RESIGNATIONS**

Upon recommendation of the Superintendent, motion was made by Mrs. Northup-Lynch and seconded by Mr. Kemler (with regret) to approve the following resolution,  
RESOLVED, to accept the resignation for purpose of retirement;

**Name: Lisa Ackley**

**Position:** Custodian

**Effective:** Retroactive to June 28, 2024

All voted in favor; motion carried 7:0

Upon recommendation of the Superintendent, motion was made by Ms. Lynch and seconded by Mrs. Northup-Lynch to approve the following resolution,  
RESOLVED, to accept the resignation for purpose of retirement;

**Name: Mary Lou Flansburg**  
**Position:** Senior Account Clerk/Payroll Clerk  
**Effective:** Retroactive to June 30, 2024

All voted in favor; motion carried 7:0

**ACTION ITEM: ADDENDUM TO SUPERINTENDENT TERMS & CONDITIONS OF EMPLOYMENT**

Motion was made by Ms. Lynch and seconded by Mrs. Northup-Lynch to approve the following resolution,  
RESOLVED, to accept;

The Addendum to Superintendent's Terms and Conditions of Employment for the 2024-2025 school year as discussed by the Board

All voted in favor; motion carried 7:0

**DISCUSSION ITEM: SCHOOL YEAR SUMMARY**

Mr. Siddon provided a brief review of the school year, to follow up the administrative reports, as well as information on the upcoming school year.

**DISCUSSION ITEM: CAPITAL PROJECT UPDATE**

A brief summary of the capital project was given by Mr. Siddon. The field project is going very well; the turf should be installed by the end of July, followed by the light installation in early August. Mr. Siddon also provided the Board with a brief update on the pool project. As project updates on the pool are received, Mr. Siddon will be relay them to the Board.

**ANNOUNCEMENTS**

- **Special BOE Meeting - Monday 8/26/24 (if needed)**
- **Faculty & Staff Return - Thursday 8/29/24**
- **Regular BOE Meeting - Monday 9/9/24**

**PUBLIC COMMENTS**

There were no public comments noted.

**ADJOURN**

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

All voted in favor; motion carried 7:0

Meeting adjourned: 7:59 PM

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President, Board of Education

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Clerk, Board of Education