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MANCHESTER–SHORTSVILLE CENTRAL SCHOOL DISTRICT  
1506 Route 21, Shortsville, NY 14548  
Board of Education

Regular Session

June 12, 2024

5:00 PM

**Members Present:**

James Simmons, President  
Amy Walton, Vice President  
Chelsea Carter  
Barbara Gardner  
Lisa Lombardi  
Matt Schaertl  
Scott Van Aken

**Others Present:**

Christopher Barnard, Superintendent  
Kimberly Brown, Board Clerk

**Members Absent:**

None

**CALL TO ORDER:**

The scheduled monthly meeting of the Manchester-Shortsville Central School District Board of Education was called to order on June 12, 2024, in the high school auditorium foyer, at approximately 5:00 p.m. by Board President Simmons.

**I. EXECUTIVE SESSION:**

Moved by Lisa Lombardi, seconded by Amy Walton, and carried unanimously: RESOLVED, that the Board hereby enter Executive Session in accordance to the open meeting law at 5:01 p.m.:

To discuss administrative contract negotiations.

President Simmons moved the Board back into public session at 6:00 p.m.

**II. PUBLIC COMMENT:**

None

**III. PERSONNEL REPORT:**

It was moved by Lisa Lombardi, seconded by Amy Walton, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to approve the following personnel report as per the consensus agenda.

**Resignation**

**R1 – Samantha Makitra**, Teacher, effective, June 30, 2024

**Retirements**

**R2 – James Cheasman**, Head Mechanic, effective, July 31, 2024

**R3 – Kimberly Brown**, Deputy Treasurer, effective, September 6, 2024

**Tenures**

**T1 – Karen Burns**, Library Media Specialist. Tenured service shall begin on August 26, 2024.

**T2 – Mitchell Lalik**, LOTE Teacher. Tenured service shall begin on September 7, 2024.

**Appointments**

**I1 – Sonya Charatz**, a Special Education Teacher. The service shall begin on August 29, 2024 and end on August 31, 2028. The appointee is initially certified in Social Studies 7-12, Social Studies Ext. 5-6 and SWD Generalist. **Salary \$46,540 Salary per the RJFA negotiated contract agreement**

**I2 – Elena Eichmann**, a Physical Education Teacher. The service shall begin on August 29, 2024 and end on August 31, 2028. The appointee is initially certified in Physical Education K-12. **Salary \$45,208 Salary per the RJFA negotiated contract agreement**

**I3 – Deborah Goodman**, a Spanish Education Teacher. The service shall begin on August 29, 2024 and end on August 31, 2027. The appointee is permanently certified in Admin – SAS, Admin – SDA, Language – French, Latin, and Spanish. **Salary \$59,123 Salary per the RJFA negotiated contract agreement**

**I4 – Abbie O’Brien**, an Elementary Education Teacher. The service shall begin on August 29, 2024 and end on August 31, 2028. The appointee is initially certified in Childhood Ed 1-6 and Early Childhood Ed B-2. **Salary \$45,208 Salary per the RJFA negotiated contract agreement**

~~**I5 – Katherine Van Cura**, a Special Education Teacher. The service shall begin on August 29, 2024 and end on August 31, 2028. The appointee is professionally certified in SWD 1-6, SWD 5-9 Generalist, Childhood Ed 1-6, Middle Childhood Education 5-9 Generalist and ELA Special Class Statement of Continued Eligibility (SOCE). **Salary \$55,823 Salary per the RJFA negotiated contract agreement**~~ Rescinded

**APPOINTMENTS/DAILY SUBSTITUTES:**

<b>ST1 – Elena Eichmann – Penfield</b>	Appointment as a Daily Substitute Teacher, K-12 for the 2023-2024 school year. Certification: PE K-12
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**APPOINTMENTS/NON-INSTRUCTIONAL:**

<b>S1 – Tim VanGorder – Manchester</b>	Appointment as a Substitute Food Service Helper – for the 2023-2024 school year, effective, June 3, 2024 - \$15.00/hr
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**IV. PRESENTATIONS:**

Student Presentation

Athletics

New Website

**V. APPROVAL OF MINUTES:**

A motion by Matt Schaertl, seconded by Lisa Lombardi, and unanimously approved: RESOLVED, that the minutes of the May 8, 2024 Board of Education regular meeting be approved as presented.

A motion by Lisa Lombardi, seconded by Chelsea Carter, and unanimously approved: RESOLVED, that the minutes of the May 21, 2024, Annual Budget Vote and School Board Election be approved as presented.

**VI. COMMITTEE ON SPECIAL EDUCATION/PRE-SCHOOL SPECIAL EDUCATION:**

It was moved by Chelsea Carter, seconded by Lisa Lombardi, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the CSE and CPSE recommendations.

**VII. REPORTS AND CORRESPONDENCE:**

Claims Auditor Report

Superintendent Barnard commented on the following topics:

- Monthly Update
- School Budget Vote Update
- Celebrations & Appreciations
- Middle School Awards Ceremony

- High School Awards Ceremony
- High School Vocal and Band Concerts
- Thank You for Year End Celebrations
- Graduation Information
- School Calendar Update
- Upcoming Board Development Tentative Schedule
- Summer BOE Retreat: August 13 in the RJ Library
- Recording of BOE Meeting
- BOE Digital Pilot
- District Communication Branding
  - Rebranding
  - Effective Communication
- Entry Plan Update
- BOE Student Representative
- June Meeting Updates:
- June Calendar Updates:
  - 6/12/24 – BOE meeting 6:00 pm – High School Auditorium Foyer Executive Session - 5:00 p.m.
  - 6/13/24 – Last Day for High School Students Grad Walk 10 a.m.
  - 6/14/24 – Elementary School Flag Day Ceremony 9:45 a.m.
  - 6/19/24 – Juneteenth Holiday – NO SCHOOL
  - 6/22/24 – Graduation 1 p.m. Auditorium
  - 6/24/24 – Half Day K-8
  - 6/25/24 – Half Day K-8 (Last day for students)

#### Committee Updates

### **VIII. FINANCIAL REPORTS:**

President Simmons acknowledged receipt of the financial and treasurer's report on behalf of the Board.

#### Budget Transfers

A motion by Lisa Lombardi, seconded by Amy Walton, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to move up to \$112,450 from the Unappropriated Fund Balance to the Teacher Retirement Reserve.

A motion by Lisa Lombardi, seconded by Scott Van Aken, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to move up to \$826,338 from the Unappropriated Fund Balance to the Bus Purchase Reserve.

A motion by Lisa Lombardi, seconded by Chelsea Carter, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to move up to \$1,194,542 from the Unappropriated Fund Balance to the Capital Reserve for future projects.

A motion by Chelsea Carter, seconded by Lisa Lombardi, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to move up to \$30,000 from the Unappropriated Fund Balance to the Retirement Contribution Reserve.

A motion by Chelsea Carter, seconded by Amy Walton, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to move up to \$35,000 from the Unappropriated Fund Balance to the Unemployment Insurance Reserve.

Closing Club Accounts

A motion by Amy Walton, seconded by Lisa Lombardi, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to abolish the following Extra Classroom Clubs for inactivity.

Class of 2022 Club  
Class of 2023 Club  
Elementary Music Club  
Links Club  
RJ Flying Club

***ADJOURNMENT:***

Moved by Lisa Lombardi, seconded by Chelsea Carter, and carried unanimously: RESOLVED, that the Board hereby stands adjourned at approximately 7:31 p.m.

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Kimberly Brown, Board Clerk