



# Welcome

The Board of Education of the Watertown City School District welcomes residents, staff members, students, families, and other interested individuals to all its meetings.

School Board meetings are meetings of the Board of Education that are required to take place in public; however, they are not actually meetings of the public and the Board of Education. Rather, they are business meetings held to conduct Board business. The community can better understand the work of the Board by attending School Board meetings to observe the Board in action and to listen to members of the Board and District administration discuss matters of public concern. In addition to the Board Members, the Superintendent, the District Clerk, and the Assistant Superintendents sit at the board table.

## 2024-2025 WCSD Board Meetings

Bi-monthly at 6PM	
1st Meeting District Office	2nd Meeting Location
September 4	September 17 North Elem
October 1	October 15 Starbuck Elem
November 6 Ohio Elem	November 19 District Office
December 3	December 17 Sherman Elem
January 7	January 21 Knickerbocker Elem
February 4	February 25 WHS
March 4	March 18 H.T. Wiley
April 1	April 14 Case Middle School
May 6 Budget Hearing	May 21 District Office
June 3	June 17 District Office



Occasionally, it might be necessary to change the date of a meeting or hold additional meetings. For the most up-to-date information, please visit the district website at [www.watertowncsd.org](http://www.watertowncsd.org)



# WATERTOWN CITY SCHOOL DISTRICT

Our Children, Our Future!



1351 Washington Street  
Watertown, NY 13601  
315-785-3700

# 2024-2025 Board of Education

The Board is the official policy-making body of the school district and is comprised of seven volunteers, who are elected to serve terms of three years each.



**JASON B. HARRINGTON,**  
PRESIDENT



**RANDE S. RICHARDSON,**  
VICE PRESIDENT



**JOHN A. CAIN III**



**LORIE L. CONVERSE**



**TINA M. FLUNO**



**CULLEY T. GOSIER**



**MILLY C. SMITH**



**DR. LARRY C. SCHMIEGEL,**  
SUPERINTENDENT OF  
SCHOOLS



**MICHELLE R. GRAVELLE**  
DISTRICT  
CLERK

## Specific Concerns

Board of Education Meetings cover topics and materials that are of relevance to the community and district as a whole. We appreciate that there are times when individuals may have more specific questions/concerns.

Scan for Our Communication Flowchart



For issues regarding:

→ **Confidential or Personnel Matters:**

Please contact the Superintendent's Office

→ **Your Child's Program or Progress:**

Please contact your child's teacher and, if additional information is required, the building principal or school counselor.



## Responsibilities of the Board

The primary job of the elected Board of Education is to establish policies regarding the educational program and the management of the District. Other responsibilities include:

- Long-range district planning
- Approving annual goals/objectives
- Appointing personnel
- Proposing an annual budget
- Overseeing expenditures
- Evaluating programs and services

## Parts of a Board Meeting



### Executive Session

Executive sessions give the board time to discuss confidential matters as defined in the State Open Meeting law. These items may include:

- Personnel, contract, or student issues
- Proposed, pending, or current litigation
- Grading or administration of exams
- Acquisition/sale/lease of property or assets

By law, these sessions are closed to the public.



### Public Meeting

The public meeting is a time for the Board to discuss information and make decisions. Topics may cover a broad range of items, including curriculum review, evaluation of current programs, approval of personnel decisions and recommendations, and financial matters.



### Public Comment

We welcome public comment on agenda-related topics at the first 30-minute public speaking session and non agenda-related topics during the second public speaking session at our board meetings. The following guidelines apply:

- Individuals who wish to speak should state their name and address.
- Both statements and questions are allowed.
- Comments should be stated respectfully.

The Board President may respond to speakers, call upon a district representative to respond, or request the speaker's contact information to follow up with an answer or response.