

October 23, 2024

Regular Board of Education Meeting  
Middle-High School Library

**Present:** Jack Bono  
Kathleen Sarafin  
Jason Wasielewski  
Angela Service

**Absent:** 3

**Others Present:** Joseph Palmer, Superintendent of Schools, Kacey Sheppard, Ass't. Superintendent, Connie Giordano, District Clerk, Dawn Harvey, K – 12 Director of Special Programs, Nicole Castronovo, Grants and Data Coordinator

**ROLL CALL:**

Roll call was taken by Jack Bono 4 – Present 3 – Absent – T. Service, J. Ciccone, D. Bellino

**CALL TO ORDER:**

The meeting was called to order by Jack Bono at 6:18 p.m. and the Pledge of Allegiance was recited.

**Convene to Executive Session** – a motion was made by Kathleen Sarafin, seconded by Angela Service, to convene to Executive Session at 6:31 p.m. to discuss the employment status of specific personnel.

**Reconvene to General Session** – a motion was made by Angela Service, seconded by Jason Wasielewski, to convene to General Session at 7:01 p.m.

4– YES 0 – NO MOTION PASSED

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

1. Mike Rossi – West & Co. – 2023-2024 Financial Statement Audit Report
2. Updates - Superintendent Joseph Palmer  
Capital Project  
Professional Development Day

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

N/A

A motion was made by Kathleen Sarafin, seconded by Jason Wasielewski, to add Personnel Item P-9 to the Consent Agenda.

4 – YES 0 – NO MOTION PASSED

**Consent Agenda:**

A motion was made by Kathleen Sarafin, seconded by Angela Service, to approve the following **CONSENT AGENDA:** Minutes, Finance, Personnel 1 – 9, New Business 1 – 4.

4 - YES 0 - NO MOTION PASSED

**Minutes:**

October 8, 2024

**Finance:**

1. Extraclassroom Activities Fund Report
2. Scholarship Report
3. Treasurer’s Report
4. Revenue Report
5. Trial Balance
6. Revenue Status Report
7. Appropriation Status Report
8. Multi Fund Checking
9. Bank Reconciliation

**Personnel:**

1. **Appointed Substitute Cleaner:**  
Be it resolved that the Frankfort-Schuylar Central School District Board of Education hereby appoints Daniel S. Schultz as a substitute cleaner, at a pay rate of \$15.00/hr., effective 10/22/24. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).
2. **Accepted Resignation for the purpose of Retirement from Teacher Assistant:**  
Be it resolved that the Frankfort-Schuylar Central School District Board of Education hereby accepts the resignation for the purpose of retirement of Deborah LaVeck from her position of Teacher Assistant, effective 1/31/25.

3. Accepted Resignation for the purpose of Retirement from Teacher Assistant:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation for the purpose of retirement of Susan Cruze from her position of Teacher Assistant, effective 11/01/24.
4. Rescinded Previous Appointment of School Social Worker:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby rescinds the previous (10/08/24) appointment of School Social Worker Paul Piersma, effective 10/11/24.
5. Appointed Teaching Assistant:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed Brad Cleveland to the position of Teaching Assistant, at a pay rate of Step 12 \$21,403 (pro-rated) effective October 22, 2024. This is a four year probationary appointment extending from October 22, 2024 to October 22, 2028 and is contingent upon clearance from the New York State Department of Education (fingerprint clearance).

Education:

- MVCC- Associates of Science in Liberal Arts & Science (2009)
- Utica College- Bachelors of Science in Liberal Studies (2011)
- SUNY Cortland- Masters of Education in Literacy Education (2018)

Certifications:

- Childhood Education (Grades 1-6) Professional
- Early Childhood Education (Birth-Grade 2) Professional

Job Related Experience:

- Substitute Teacher Prek-6th, Oneida and Herkimer Counties: 2010-2014
- Fourth Grade Teacher/Math Specialist: Dolgeville CSD 2014-2019

Justification:

This position is new and will be to help with our students in Pre K, K, and First Grade

6. Appointed Teaching Assistant:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed Donna Barberio to the position of Teaching Assistant, at a pay rate of Step 13 \$22,423 (pro-rated) effective October 22, 2024. This is a four year probationary appointment extending from October 22, 2024 to October 22, 2028 and is contingent upon clearance from the New York State Department of Education (fingerprint clearance).

Education:

- Herkimer CCC- Associate in Applied Science (1978)
- Utica College of Syracuse University- Various Classes (1978-)

Certifications:

- Teaching Assistant Continuing Certificate

Job Related Experience:

- Teaching Assistant: Frankfort-Schuyler CSD 1988-2020

Justification:

This position will be to cover the retirement of a TA (10/31/2024)

7. Appointed Teaching Assistant:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed Nora Waterbury to the position of Teaching Assistant, at a pay rate of Step 12 \$21,403 (pro-rated) effective January 6, 2025. This is a four year probationary appointment extending from January 6, 2025 to January 6, 2029 and is contingent upon clearance from the New York State Department of Education (fingerprint clearance).

Education:

- Associate Degree of Applied Science: Human Services 5/2021

Certifications:

- Teaching Assistant Certificate 9/2023

Job Related Experience:

- Teaching Assistant: Utica City School District: 9/2023-Current

Justification:

This position will be to cover the retirement of a TA (1/31/2024)

8. Appointed School Social Worker:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed Melanie Taylor, LCSW to the position of School Social Worker, at a pay rate of Step 16 MA30+6 \$67,731 ( \$67,251+480-pro-rated) effective November 25,2024. This is a four year probationary appointment extending from November 25, 2024 to November 25, 2028 and is contingent upon clearance from the New York State Department of Education (fingerprint clearance).

Education:

- Utica College- Bachelors of Arts, Psychology (2002)
- Boston University- Masters of Social Work (2018)

Certifications:

- Licensed Clinical Social Worker
- School Social Worker (permanent)

Job Related Experience/Trainings:

- Therapeutic Crisis Intervention
- CANS NY 2.0
- OHM BOCES School Social Worker (2021-Present)
- Oneida County Department of Mental Health (2018-2021)
- Oneida County Department of Social Services (2006-2018)

Justification:

- This position will be replacing our elementary school counselor who resigned in September. During our last Board of Education Meeting we approved a School Social Worker who since has declined his original acceptance, this is that replacement.

9. Appointed Interim Elementary Principal:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appointed Mary Lourdes Tangorra to the position of Interim Elementary Principal, at a pay rate of \$550/day, up to 3 days a week. This appointment is effective 10/28/24, and will be reviewed monthly.

New Business:

1. Approved 2023-2024 Independent Financial Statement Audit:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby approves the 2023-2024 as presented by West & Co CPA's

2. Approved Policy Audit – Remainder of Section 8000 - Instruction

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby approves the Policy Audit of the remainder of Section 8000 - Instruction, as suggested by the Policy Service.

3. Approve Policy – Title IX – Grievance Process

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby approves the Policy Title IX – Grievance Process, as presented.

4. CSE/CPSE Reviews:

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>
580512324	10/02/2024
580513031	10/04/2024
580511767	10/02/2024
580513586	09/30/2024
580513442	10/11/2024
580513565	10/11/2024
580513582	09/23/2024
580513146	10/11/2024

Old Business:

Adjourn – A motion was made by Angela Service, seconded by Jason Wasielewski to **reconvene** and **adjourn** at 7:16 p.m.

4– YES

0 – NO

MOTION PASSED

Respectfully Submitted,

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

October 8, 2024

Regular Board of Education Meeting  
Middle-High School Library

**Present:** Jack Bono  
Kathleen Sarafin  
Dominick Bellino  
Jason Wasielewski  
Tricia Service

**Absent:** 2

**Others Present:** Joseph Palmer, Superintendent of Schools, Kacey Sheppard, Ass't. Superintendent, Connie Giordano, District Clerk, Dawn Harvey, K – 12 Director of Special Programs, Julie Tangorra, K-12 Director of Student Achievement

**ROLL CALL:**

Roll call was taken by Jack Bono 5 – Present 2 – Absent – A. Service, J. Ciccone

**CALL TO ORDER:**

The meeting was called to order by Jack Bono at 6:18 p.m. and the Pledge of Allegiance was recited.

**Convene to Executive Session** – a motion was made by Dominick Bellino, seconded by Kathleen Sarafin, to convene to Executive Session at 6:31 p.m. to discuss the employment status of specific personnel.

**Reconvene to General Session** – a motion was made by Kathleen Sarafin, seconded by Dominick Bellino, to convene to General Session at 7:01 p.m.

5– YES 0 – NO MOTION PASSED

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

- 1. Special Ed. Classroom – Dawn Harvey/Meaghan Sears, Students: Madison Miller and Mairin Doherty
- 2. Updates - Superintendent Joseph Palmer  
Construction Project

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

N/A

**Consent Agenda:**

A motion was made by Dominick Bellino, seconded by Kathleen Sarafin, to approve the following **CONSENT AGENDA:** Minutes, Personnel 1 - 4, New Business 1 – 4.

5 - YES 0 - NO MOTION PASSED

**Minutes:**

September 24, 2024

**Finance:**

- 1. Extraclassroom Activities Fund Report
- 2. Scholarship Report

**Personnel:**

- 1. **Assigned Stipend for Extra Duties:**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby assigns a stipend assigned for extra duties for Julie Tangorra - up to \$5,000 (pro-rated), for time period 9/01/24 – 1/31/25.
- 2. **Assigned Stipend for Extra Duties:**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby assigns a stipend assigned for extra duties for Dawn Harvey - up to \$5,000 (pro-rated), for time period 9/01/24 – 1/31/25.
- 3. **Appointed Interim Elementary Principal**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education appoints Joseph Palmer as Interim Elementary Principal, with a pay rate of \$220/day, effective 8/16/24.
- 4. **Appointed School Social Worker:**  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Paul Piersma to the position of School Social Worker. He will be paid a salary of Step 16 MA + 30, \$67,251 (pro-rated). This is a four year probationary appointment in the tenure area of School Social Worker, extending from 11/04/24 – 11/04/28, and is effective 11/04/24. This appointment is contingent upon clearance from the New York State Department of Education (fingerprinting clearance).

New Business:

1. Second Read – Policy Audit – Remainder of Section 8000 - Instruction
2. Second Read – Policy – Title IX – Grievance Process
3. Approved Tax Warrant:  
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby approves the 2024-2025 tax warrants as follows:

Village of Frankfort - \$2,077,895.97  
Town of Frankfort - \$5,503,486.17  
Town of Schuyler - \$1,440,720.90

4. CSE/CPSE Reviews:  
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>
580513433	09/24/2024
580512328	09/23/2024
580511631	10/01/2024
580511934	09/19/2024
580512317	09/18/2024
580512206	09/30/2024
580511706	09/19/2024
580513338	09/23/2024
580513121	10/01/2024
580513190	10/01/2024
580513188	10/01/2024
580513561	09/05/2024
580513580	09/13/2024
580512841	10/02/2024
580512761	09/06/2024

Old Business:

Ryan Mahoney from the MORIC will be at the 10/22/24 Board Meeting.

Adjourn – A motion was made by Dominick Bellino, seconded by Kathleen Sarafin to **reconvene** and **adjourn** at 7:16 p.m.

5– YES

0 – NO

MOTION PASSED

Respectfully Submitted,

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