

WEST CANADA VALLEY CENTRAL SCHOOLS BOARD OF EDUCATION  
REGULAR MEETING – 6:00 PM  
MONDAY, JANUARY 13, 2025

**Members Present**

Janine Lynch  
Peter Kemler  
Jessica Bartlett  
Ed Schatzel  
Shauna Harrington  
Sara Northup-Lynch  
Alisa Brewer

**Others Present**

Jeremy Siddon, Superintendent  
Glenn Broadbent, MS/HS Principal  
Christine Nofri, Elementary Principal  
Kelley Crossett, Business Manager  
Daphne Raymo, District Clerk  
Felix Ray, Transportation Director  
Amanda Small, Parent

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

**CALL TO ORDER**

Board President Jessica Bartlett called the meeting to order at 6:00 PM

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by all present.

**SPECIAL PRESENTATION**

A special presentation was given by Mr. Glenn Broadbent, Middle/High School Principal, which included the results of the recent cell phone survey that was sent to parents/guardians and students. A document was distributed to the group which contained the comments from the survey, as well as frequently asked questions. Mr. Siddon will update the Board on this issue as new information is received.

**APPROVAL OF CONSENT AGENDA**

A motion was made by Mr. Schatzel seconded by Mrs. Brewer to approve the following resolution:

RESOLVED, that the following consent agenda items be approved and/or accepted: meeting minutes from the Regular Meeting December 9, 2024, administrative reports (the administrative reports are given in person rather than written reports), warrant report, CSE/CPSE report, treasurer's report, budget report, claims audit report, and central treasurer's report

All voted in favor; motion carried 7:0

**EXECUTIVE SESSION**

Motion made by Ms. Lynch and seconded by Mr. Schatzel 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: 6:28 PM

Exited: 7:33 PM

**ACTION ITEM: ADOPT THE FACILITIES DIRECTOR I POSITION**

Motion made by Mr. Kemler and seconded by Mr. Schatzel to accept the following resolution;  
RESOLVED, that the Board of Education adopt the new Facilities Director I position.

6 Yes and 1 No (Mrs. Brewer); motion carried 6:1

**ACTION ITEM: PERSONNEL – STAFF APPOINTMENTS**

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

**Name: Dennis Lynch**

**Position:** Facilities Director I

**Salary:** As per the negotiated Terms and Conditions of Employment

**Effective:** January 14, 2025

6 Yes and 1 No (Mrs. Brewer); motion carried 6:1

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

**Name: Summer Rider**

**Position:** Custodian (provisional)

**Salary:** Per the negotiated starting salary of the CSEA Bargaining Agreement

**Effective:** January 14, 2025

All voted in favor; motion carried 7:0

**ACTION ITEM: PERSONNEL – STAFF APPOINTMENTS**

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

**Name:** Spencer Raymo  
**Position:** Bus Driver (probationary)  
**Salary:** Per the negotiated starting salary of the CSEA Bargaining Agreement  
**Effective:** January 14, 2025

All voted in favor; motion carried 7:0

**ACTION ITEM: PERSONNEL - SUBSTITUTE APPOINTMENTS**

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

**Name:** Logan Valerio  
**Position:** Long-term Substitute, ELA 8  
**Salary:** Per the district-approved rate sheet  
**Effective:** Retroactive to January 6, 2025

All voted in favor; motion carried 7:0

Upon recommendation of the Superintendent, motion was made by Mr. Kemler and seconded by Ms. Lynch to accept the following resolution,  
RESOLVED, to appoint;

**Name:** Kayden Lamphere  
**Position:** Substitute Teacher, Teaching Assistant, Aide/Monitor (PreK-12)  
**Salary:** Per the district-approved rate sheet  
**Effective:** January 14, 2025

All voted in favor; motion carried 7:0

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

**Name:** Spencer Raymo  
**Position:** Substitute Custodian and Substitute Groundskeeper  
**Salary:** Per the negotiated starting hourly rates of the CSEA Bargaining Agreement  
**Effective:** January 14, 2025

All voted in favor; motion carried 7:0

**ACTION ITEM: PERSONNEL - FAMILY LEAVE REQUEST**

Upon recommendation of the Superintendent, motion was made by Ms. Lynch and seconded by Mr. Schatzel to approve the following resolution,  
RESOLVED, to approve Family Care Leave;

**Name:** Cynthia Maxwell  
**Position:** Teaching Assistant  
**Effective:** On or before March 1, 2025 for approximately 9-12 weeks

All voted in favor; motion carried 7:0

**ACTION ITEM: ADOPT UPDATES TO HOME/HOSPITAL TUTORING POLICY**

Motion made by Mr. Schatzel and seconded by Ms. Harrington to accept the following resolution;  
RESOLVED, that the Board of Education adopt the updates to the Home or Hospital Tutoring Policy as presented at the November 12, 2024 Board of Education meeting;

All voted in favor; motion carried 7:0

**ACTION ITEM: APPROVE RESOLUTION FOR THE RIC ONE RISK OPERATIONS CENTER (ROC)**

Motion made by Ms. Harrington and seconded by Mrs. Northup-Lynch to accept the following resolution;  
RESOLVED, that the Board of Education approve the resolution for the RIC ONE Risk Operations Center (ROC) as presented;

All voted in favor; motion carried 7:0

**DISCUSSION ITEM: BUDGET WORKSHOP II**

Mr. Siddon included workshop materials in the budget packet for this month. Mr. Siddon will provide further background into the upcoming budget and will discuss any topics that should be looked into as budget planning continues. In addition, Mr. Siddon discussed the equipment replacement plan and the uniform replacement plan. As new information becomes available, Mr. Siddon will update the Board.

**DISCUSSION ITEM: CELL PHONE PRESENTATION**

The Board was presented with the data collected during the cell phone survey that was sent out before the winter break, as described during tonight’s Special Presentation. The next step in the process is to implement a District-wide cell phone policy. Mr. Siddon will update the Board members with any new information that is received from the State regarding the new no cell phone legislation.

**DISCUSSION ITEM: GOVERNOR’S EXTREME HEAT BILL**

Mr. Siddon presented the Board with information regarding the Extreme Heat Bill that was recently signed by the Governor. This legislation states that students will need to be relocated if the temperature in the classroom climbs above 88 degrees. This will pose a challenge in the second-floor elementary building classrooms. As new information is received, Mr. Siddon will pass it along to the Board members.

**DISCUSSION ITEM: HERKIMER BOCES 2025-2026 BUDGET PRESENTATION**

Information on the upcoming HFHO BOCES 2025-2026 Budget Presentation, which is scheduled at the start of the March 10, 2025 BOE meeting, was included in this month’s packets for your review before the March 10 presentation.

**DISCUSSION ITEM: SCHOOL BOARD INSTITUTE LEGISLATIVE FORUM**

Mr. Siddon advised that the Oneida-Madison-Herkimer School Board Institute will be hosting an upcoming forum with our local legislators being on January 30, 2025. It was decided that the Board would email the SBI with questions from our District.

**ANNOUNCEMENTS**

- **January 20 – Martin Luther King, Jr. Day (school closed)**
- **January 21, 22, 23 & 24 – Regents Exam Days (Fri. 01/24 no school MS/HS; early release Elem.)**
- **January 29 - Lunar New Year (school closed)**
- **February 10 - Board of Education Meeting @ 6:00 PM**
- **February 17 - Presidents Day (school closed)**
- **February 17-21 - Mid-winter Break**
- **March 10 - HFHO BOCES 2025-2026 Budget Presentation at BOE Meeting**

**PUBLIC COMMENTS**

There were no public comments.

**ADJOURNMENT**

Motion made by Ms. Lynch and seconded by Mrs. Northup-Lynch to adjourn meeting.

All voted in favor; motion carried 7:0

**Meeting adjourned: 7:49 PM**

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President, Board of Education

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Clerk, Board of Education