WEST CANADA VALLEY CENTRAL SCHOOL
BOARD OF EDUCATION REGULAR MEETING – 6:00 PM
MONDAY, MARCH 10, 2025

Members Present	**WCV Staff Present**	**HFHO BOCES & MORIC Staff Present**
Jessica Bartlett	Jeremy Siddon, Superintendent	D. J. Shepardson, District Superintendent
Sara Northup-Lynch	Glenn Broadbent, MS/HS Principal	Steve Coupe, Business Administrator (Retiring)
Peter Kemler	Kelley Crossett, Business Manager	Daniel Henner, Business Administrator
Janine Lynch	Daphne Raymo, District Clerk	James Picolla, Asst. Super. Finance & Operations
Ed Schatzel	Christine Nofri, Elementary Principal	Christopher Stone, MORIC Educational Tech. Leader
Alisa Brewer	Felix Ray, Transportation Supervisor	
Shauna Harrington	Dennis Lynch, Director of Facilities	
	Emily Looman, Director of Special Programs	

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: 2025-26 BUDGET FOR HERKIMER-FULTON-HAMILTON-OTSEGO BOCES

HFHO BOCES Administrators, including Mr. D. J. Shepardson, District Superintendent, Mr. Steve Coupe, Retiring Business Administrator, Mr. Daniel Henner, Incoming Business Administrator, and Mr. James Picolla, Assistant Superintendent for Finance & Operations, presented the HFHO BOCES 2025-26 Budget and also gave an update on the in-progress Capital Project. The BOCES Administrators explained key points in the presentation and answered questions as they arose.

APPROVAL OF CONSENT AGENDA

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

RESOLVED, that the following consent agenda items be approved and/or accepted: minutes of the Regular Meeting held on February 10, 2025, the warrant report, CSE/CPSE report, treasurer's report, budget report, claims audit report, and administrative reports (the administrative reports are given in person rather than written reports).

All voted in favor; motion carried 7:0

EXECUTIVE SESSION

Motion made by Ms. Lynch and seconded by Mrs. Brewer 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: 7:23 PM Exited Executive Session: 8:32 PM

ACTION ITEMS: PERSONNEL – FACULTY / STAFF APPOINTMENTS

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

Name: Sabrina Prievo
Certification: Elementary Education
Position: Kindergarten Teacher
Salary: Per the negotiated salary of the WCVTA Bargaining Agreement
Effective: March 11, 2025
All voted in favor; motion carried 7:0

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

Name: Reid Hampel
Position: Building Maintenance Mechanic (Provisional)
Salary: Per the negotiated salary of the CSEA Bargaining Agreement
Effective: March 11, 2025
All voted in favor; motion carried 7:0

ACTION ITEMS: PERSONNEL – FACULTY / STAFF APPOINTMENTS

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

Name: Scott Lamphere, Jr.
Position: Full-time, 10-month Bus Driver (Probationary)
Salary: Per the negotiated salary of the CSEA Bargaining Agreement
Effective: March 11, 2025
All voted in favor; motion carried 7:0

ACTION ITEM: PERSONNEL – SUBSTITUTE APPOINTMENT

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

Name: Hope Rider
Position: Substitute Custodian
Salary: Per the district approved rate sheet
Effective: March 11, 2025
All voted in favor; motion carried 7:0

ACTION ITEM: PERSONNEL – TEACHER MENTOR APPOINTMENT

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

Name: Jacqueline Bray
Position: Teacher Mentor for Elementary Music (Half Year)
Salary: Per the WCVTA Bargaining Agreement
Effective: March 11, 2025 for the remainder of the 2024-2025 school year
All voted in favor; motion carried 7:0

ACTION ITEM: ADOPT MATH DEPARTMENT MOA

Upon recommendation of the Superintendent, motion was made by Ms. Harrington and seconded by Ms. Lynch to adopt the following resolution,
RESOLVED, to adopt the **Math Department Memorandum of Agreement** by and between the West Canada Valley Central School District and the West Canada Valley Teachers' Association;

All voted in favor; motion carried 7:0

ACTION ITEM: TRANSPORTATION PROPOSITION

Motion made by Mr. Schatzel and seconded by Mrs. Northup-Lynch to adopt the Transportation Proposition Resolution, which includes the purchase of three large school buses and one wheelchair bus, for the May public vote.

All voted in favor; motion carried 7:0

EXTRACT OF MINUTES OF MEETING OF BOARD OF EDUCATION ADOPTING RESOLUTION
At a meeting of the Board of Education of the West Canada Valley Central School District, in Newport, New York, duly held on the 10th day of March, 2025:

Present: Mrs. Bartlett, Ms. Harrington, Mr. Kemler, Ms. Lynch, Mrs. Northup-Lynch, Mrs. Brewer, Mr. Schatzel

Absent: None

Mr. Schatzel presented the following resolution and moved that it be adopted:

RESOLUTION DATED MARCH 10, 2025 OF THE BOARD OF EDUCATION OF THE WEST CANADA VALLEY CENTRAL SCHOOL DISTRICT AUTHORIZING A PROPOSITION TO BE PRESENTED TO THE VOTERS AT THE ANNUAL DISTRICT MEETING.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE WEST CANADA VALLEY CENTRAL SCHOOL DISTRICT that the following proposition be presented to the voters at the annual meeting of such voters to be to be held on Tuesday, May 20, 2025:

SHALL the Board of Education of the West Canada Valley Central School District be authorized to: (1) acquire three (3) large school buses and one (1) small bus, at a cost not to exceed $598,479, which is estimated to be the maximum cost thereof; (2) expend such sum for such purpose; (3) levy the necessary

ACTION ITEM: TRANSPORTATION PROPOSITION (continued)

tax therefore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education in accordance with Section 416 of the Education Law, taking into account state aid and trade-in values; and (4) in anticipation of the collection of such tax, issue bonds, notes and/or installment purchase contracts of the District at one time or from time to time in the principal amount not to exceed $465,479, and levy a tax to pay the interest on said obligations when due?

BE IT FURTHER RESOLVED that the District Clerk is hereby directed to include notice of such proposition in the notice of the annual meeting.

BE IT FURTHER RESOLVED, that this resolution takes effect immediately upon its adoption.

The Motion having been duly seconded by Mrs. Northup-Lynch, it was adopted and the following votes were cast:

AYES	NAYS	ABSENT
7	0	0

ACTION ITEM: APPROVE 2025-2026 DISTRICT CALENDAR

Motion made by Ms. Lynch and seconded by Mrs. Brewer to approve the 2025-2026 District Calendar, with the following change: 2026 graduation date moved up from June 27 to Saturday, June 20.

All voted in favor; motion carried 7:0

DISCUSSION ITEM: BUDGET WORKSHOP IV

Mr. Siddon included budget workshop materials in the board packet for this month. Ms. Crossett provided an updated budget draft which included current revenue and expenditures, and answered questions as they arose. Further background into the upcoming budget, and new information, will be brought to the board members as it becomes available.

DISCUSSION ITEM: UPDATE ON CELL PHONE TRANSITION

During Mr. Broadbent's verbal administrative report, he gave an update to the board regarding the new cell phone policy that was instituted on March 3. Mr. Broadbent advised that all students attended an assembly on February 28 regarding the rules and expectations for the new policy. The students seem to be communicating with each other more, and the response has been good thus far.

DISCUSSION ITEM: PROPOSED DIGITAL NEWSLETTER

Mr. Siddon proposed the possibility of changing the format of our district newsletter from paper to digital next year, with the option to request to receive a paper copy if needed. The newsletter would be available on the district website for all, and would be distributed via ParentSquare for families with enrolled children. If hard copies are needed, people could contact the district office to be put on a list to receive a paper copy in the mail. The district will move forward and reach out to the community regarding the change.

DISCUSSION ITEM: FACULTY & STAFF INTERVIEW PROCESS

Mr. Siddon and Ms. Crossett briefly described the interview process for faculty and staff when hiring for various positions within the district. Ms. Crossett also explained the process of selecting candidates for Civil Service positions in accordance with the Civil Service rules and regulations.

DISCUSSION ITEM: PRE-KINDERGARTEN VISIT FROM NYSED

Ms. Nofri discussed the recent visit from a NYSED Office of Early Learning representative, and the pre-kindergarten expansion grant that the school received last year. This is an ongoing grant for years to come, until the grant funding is depleted. The Office of Early Learning representatives provided the district with some suggestions on how to improve our program.

DISCUSSION ITEM: OPEN SEAT ON HFHO BOCES BOARD OF EDUCATION

President Bartlett advised the board members that there is one open seat on the HFHO BOCES Board of Education for a West Canada Valley representative. WCV is currently represented by Ms. Lynch, who has expressed interest in continuing if no other board members are interested. The deadline to submit nominations for this open seat is March 17.

PUBLIC COMMENTS

Ms. Harrington, on behalf of the Youth Basketball Program, thanked the district for allowing the organization to use the building for practices and games on the weekends. There were no other public comments.

ANNOUNCEMENTS

- **March 11: Music in Our Schools Month Concert (5-12 Bands) @ 7:00 PM**
- **March 13: Music in Our Schools Month Concert (4-12 Choruses) @ 7:00 PM**
- **March 14: Superintendent's Conference Day (No Students PreK-12)**
- **March 14-15: All County II at Central Valley Academy**
- **March 20-21: Elementary Parent Teacher Conferences & UPK Registration**
- **March 28-29: 2nd Annual Art Show, 6:00 PM (HS Library) & WCV Drama Production *CLUE*, 7:00 PM**
- **April 14: Board of Education Meeting @ 6:00 PM**
- **April 16: BOCES BOE Election and Budget Vote**
- **April 21: School Board Candidate Petitions due by 5PM**

ADJOURN

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

All voted in favor; motion carried 7:0

Meeting adjourned: 9:22 PM

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President, Board of Education Clerk, Board of Education