

**WYOMING CENTRAL SCHOOL**

**WYOMING, NEW YORK**

**BOARD OF EDUCATION**

**REORGANIZATION MEETING**

**JULY 8, 2025**

**Members present:** Kaitlyn Bush, Benjamin Chamberlain, Barry True, Haley Tygart, Jordan Wetherwax, Nicole White

**Members absent:** Desiree Fioramonte

**Others present:** Emily Herman, Joelle Stroud, Nancy Norton

**Call to Order:** The meeting was called to order at 7:00 pm by the District Clerk, Nancy Norton.

**Oath Administered to New Board Member:** The oath of office was administered to Benjamin Chamberlain, board member, re-elected to serve a five-year term.

**Board of Education Operating Protocol:** Board members signed the Board Operating Protocol for the 2025-2026 school year.

**Oath Administered to School Superintendent:** The oath of office was administered to Emily Herman, School Superintendent, for the 2025-2026 school year.

**Nomination and Election Of Board Officers for the 2025-2026 school year:** Nominations were opened for the office of Board President for the 2025-2026 school year.

Mrs. Bush nominated Mr. Chamberlain and Mr. True seconded the nomination.

Nominations were closed.

Vote for Mr. Chamberlain for the office of Board President:

Yes – 6 Kaitlyn Bush  
Benjamin Chamberlain  
Barry True  
Haley Tygart  
Jordan Wetherwax  
Nicole White.

No – 0

Mr. Chamberlain was elected as President.

Nominations were opened for the office of Board Vice-President for the 2025-2026 school year.

Mrs. Tygart nominated Mrs. White and Mr. True seconded the nomination.

Nominations were closed.

Vote for Mrs. White for the office of Board Vice-President:

Yes – 6 Kaitlyn Bush

Benjamin Chamberlain

Barry True

Haley Tygart

Jordan Wetherwax

Nicole White.

No – 0

Mrs. White was elected as Vice-President.

**Oath to Officers:**

The oath of office was administered to Mr. Chamberlain, Board President, and Mrs. White, Vice President, for the 2025-2026 school year.

The District Clerk turned the meeting over to the Board President.

**District Offices  
2025-2026:**

Resolved, the Board approves the following A.-E. appointments to District Offices for the 2025-2026 school year, on motion by Mr. Wetherwax and second by Mrs. Bush:

- |    |                        |               |            |
|----|------------------------|---------------|------------|
| A. | District Clerk         | Nancy Norton  | \$8,945/yr |
| B. | District Treasurer     | Joelle Stroud |            |
| C. | District Tax Collector | Rachael Hinz  |            |
| D. | Student Accounts       |               |            |
|    | Treasurer              | Rachael Hinz  |            |
| E. | Claims Auditor         | Karen Green   | \$30.75/hr |

Yes – 6 Kaitlyn Bush

Benjamin Chamberlain  
Barry True  
Haley Tygart  
Jordan Wetherwax  
Nicole White.

No – 0

Motion approved.

**Oath to District Clerk  
& District Treasurer:**

The oath of office was administered to Nancy Norton, District Clerk, and Joelle Stroud, District Treasurer, for the 2025-2026 school year.

**District Positions  
2025-2026:**

Resolved, the Board approves appointments for the following A.-P. District Positions for the 2025-2026 school year, on motion by Mr. Chamberlain and second by Mr. Wetherwax.

- |                                |  |
|--------------------------------|--|
| A. School Physician Assistant  | Hannah Hanlon, PA                                      |
| B. Transportation Staff        |  |
| Physicals/Testing              | Workplace Health, Warsaw, NY                           |
| C. District Auditor (External) | Lumsden & McCormick, Buffalo, NY                       |
| D. School Attorney             | Bond, Schoeneck & King, Attorneys<br>At Law            |
| E. School Attorney for         |  |
| Capital Projects               | Harris Beach Murtha Cullina, PLLC,<br>Attorneys at Law |
| F. Records Access Officer      | Rachael Hinz   |
| G. Records Management          |  |
| Officer                        | Emily Herman   |
| H. Attendance Officer          | Maria Herman   |
| I. GVSBA Representative        | Kaitlyn Bush   |
| J. GVSBA Alt. Representative   | Barry True   |
| K. Asbestos Designee           | Timothy Anderson                                       |
| L. Purchasing Agent            | Emily Herman   |
| M. Wyo. Cty. Workers           |  |

Comp. Rep.	Joelle Stroud
N. Wyo. Cty. Workers	
Comp. Alt. Rep.	Emily Herman
O. Emergency School	
Safety Team:	
Supt. of Schools	Emily Herman
Sect. to Supt.	Michele Pearce
Dir. Of Student Services	Meghan Barker
School Secretary	Christina Griffith
School Resource Officer	Timothy McGinnis
School Nurse	Maria Herman
Supervisor of B & G	Timothy Anderson
Teacher	Olivia Lamar
Transportation Director	Mark Bissell
P. GAHP Representative	Joelle Stroud
GAHP Alt. Representative	Emily Herman
Yes – 6 Kaitlyn Bush	
Benjamin Chamberlain	
Barry True	
Haley Tygart	
Jordan Wetherwax	
Nicole White.	
No – 0	
Motion approved.	

**Designations  
2025-2026:**

Resolved, the Board approves the following Designations A. – H. for the 2025-2026 school year, on motion by Mr. True and second by Mrs. Bush:

- A. Five Star Bank, Bank of Castile, JP Morgan Chase Bank, and NYCLASS as Official Depositories of School District Funds
- B. Official newspaper as The Daily News, Batavia, NY with appropriate items also placed in the Warsaw Penny Saver.

- C. Official Radio and TV stations for the District as WCJW, WHAM, WBTA, WGR, WYRK, TV Channels 2, 24, 7, 8, 10 & 13
- D. Payroll Certification Officer as Emily Herman.
- E. Board of Education meetings or work sessions on the 2<sup>nd</sup> Thursday of each month at 7:00 pm, unless dates are altered with notice by the Board
- F. Superintendent of Schools as the Title IX Hearing Officer
- G. Superintendent of Schools as the Federal Funds Assistance Program Hearing Officer
- H. Chief Emergency Officer as Emily Herman

Yes – 6 Kaitlyn Bush  
 Benjamin Chamberlain  
 Barry True  
 Haley Tygart  
 Jordan Wetherwax  
 Nicole White.

No – 0

Motion approved.

**Authorizations  
 2025-2026:**

Resolved, the Board approves the following A.-I. Authorizations for 2025-2026 school year, on motion by Mr. True and second by Mrs. White:

- A. In conformance with the Commercial Crime Coverage, each employee of the district will be bonded up to \$100,000 and the Treasurer and Tax Collector for \$1,000,000
- B. President of the School Board to sign official documents as needed
- C. Superintendent of School and/or the District Treasurer to sign all Central Treasurer account checks
- D. Superintendent to approve all budget transfers in accordance with the laws and board policy
- E. Superintendent to approve the attendance at conferences, conventions, workshops, etc. per Board policy #6160 Professional Growth Staff Development.

F. Joelle Stroud, Treasurer, to establish and maintain all accounts necessary for the official transactions of the District business affairs

G. Attendance at conferences and conventions for Board of Education members "with expenses."

H. Re-Establishment of a \$100 Petty Cash Fund administered by Joelle Stroud

I. A Revenue Anticipation Note Resolution delegating power to the President of the Board of Education of the Wyoming Central school District of Wyoming and Genesee Counties, New York to authorize, from time to time and year to year, the issuance and sale of revenue anticipation notes for the Wyoming Central School district, New York, in anticipation of the collection of revenues to be received as State Aid by the school district from the State of New York. The vice President of the Board of education or the District Clerk may execute such notes in place of the Board President if the Board President shall so designate. It is hereby determined and declared that it is the intent of this Board of Education that this resolution remain in full force and effect in perpetuity for the issuance of the aforesaid notes from year to year, until this resolution is modified, amended, rescinded, revoked or repealed by this Board. This resolution shall take effect immediately upon its adoption

Yes – 6 Kaitlyn Bush

Benjamin Chamberlain

Barry True

Haley Tygart

Jordan Wetherwax

Nicole White.

No – 0

Motion approved.

**Cooperative Purchasing:**

Resolved, the Board approves the following items A. – B. Cooperative Purchasing on motion by Mr. Chamberlain and second by Mr. True:

**A. Best Value**

WHEREAS, the District's purchases of materials and services are made in accordance with General Municipal Law Article 5-A;

WHEREAS, General Municipal Law 103(16) allows the District, as a municipal entity, to purchase certain materials and services at a price determined to be "best value," rather than lowest responsible bidder, by the Board of Education;

WHEREAS, “best value” is defined by New York State Finance Law 163 as “the basis for awarding contracts for services to the offerer which optimizes quality, cost and efficiency, among responsive and responsible offers. Such basis shall reflect, wherever possible, objective and quantifiable factors for offerers that are small businesses, certified minority – or women-owned business enterprises as defined in subdivisions one, seven, fifteen and twenty of section three hundred ten of the executive law or service-disabled veteran-owned business enterprises as defined in subdivision one of section three hundred sixty-nine of the executive law to be used in evaluation of offers for awarding of contracts for services.

WHEREAS, the District, as a municipal entity, may purchase, in accordance with General Municipal law 103(16), through bids solicited by the United State government, the New York State government, and New York’s political subdivisions, including school districts’ through bids let in a manner consistent with or materially equivalent to New York State requirements for bidding; or may piggyback on any contract or bid approved for piggybacking through the New York State Office of General Services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Wyoming Central School District hereby authorizes the purchase of materials and services using a “best value” determination, as an option to “lowest responsible bidder,” in accordance with General Municipal Law 103(16), and in compliance with all District purchasing policies and procedures, with Board approval;

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately on adoption.

#### **B. Specific Cooperatives**

WHEREAS, the Wyoming Central School District (School District) pursuant to the authority granted in General Municipal Law, Article 5A (Public Contracts), Section 103 desires to participate in the following purchasing cooperatives; Choice Partners National Purchasing Cooperative, Omnia Partners Purchasing Alliance, Cooperative Purchasing Network (TCPN), Keystone Purchasing Network, Sourcewell Purchasing Network, TIPS-USA (The Interlocal Purchasing System), Premier, Inc.; and

WHEREAS, Section 103 of the General Municipal Law permits the School District to make purchases of apparatus, materials, equipment or

supplies, or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, may make such purchases, or may contract for such services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, as may be required by the School District therein through the use of a contract let by the United States of America or any agency thereof, any state or any other county or political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section and made available for use by other governmental entities; and

WHEREAS, the School District desires to participate for the purpose of fulfilling and executing its public governmental purposes, goals, objectives, programs and functions; and

WHEREAS, the School District has reviewed the benefits of participating in these programs and based on this review has concluded the programs will provide the best value to taxpayers of this School District through the anticipated savings to be realized.

NOW, THEREFORE BE IT RESOLVED, that the Board of Education of the Wyoming Central School District authorizes the School District's participation in the following purchasing cooperatives; Choice Partners National Purchasing Cooperative, Omnia Partners Purchasing Alliance, Cooperative Purchasing Network (TCPN), Keystone Purchasing Network, Sourcewell Purchasing Network, TIPS-USA (The Interlocal Purchasing System), Premier, Inc. and authorizes the District Treasurer and/or the Purchasing Agent to register for these purchasing programs on behalf of the School District.

Yes – 6 Kaitlyn Bush

Benjamin Chamberlain

Barry True

Haley Tygart

Jordan Wetherwax

Nicole White.

No – 0

Motion approved.

**Other Items**  
**2025-2026:**

Resolved, the Board approves other items A. – F. Other Items for the 2025-2026 school year, on motion by Mr. Wetherwax and second by Mrs. Bush:



A. Mileage Reimbursement rate for approved District travel at IRS designated rate.

B. Day rate of \$130/day for day to day certified substitute teachers/assistants

C. Day rate of \$120/day for day to day uncertified substitute teachers/assistants

D. Rates for the following substitute positions:

- |   |                  |
|---|------------------|
| 1. Substitute Cleaner/Monitor/TA/Clerical | NYS Minimum Wage |
| 2. Substitute Bus Driver                  | \$25.00/hr       |
| 3. Substitute Bus Aide                    | NYS Minimum Wage |
| 4. Substitute Transportations Supervisor  | \$27.86/hr       |
| 5. Substitute School Nurse                | \$130/day        |

E. Approve Standard Work Day Resolution for Employees

F. Adoption of all Policies and Code of Ethics in effect during the previous school year

Yes – 6 Kaitlyn Bush

Benjamin Chamberlain

Barry True

Haley Tygart

Jordan Wetherwax

Nicole White.

No – 0

Motion approved.

Respectfully submitted,

Nancy Norton  
District Clerk

**WYOMING CENTRAL SCHOOL**

**WYOMING, NEW YORK**

**BOARD OF EDUCATION**

**REGULAR MEETING**

**JULY 8, 2025**

**Members present:** Mrs. Bush, Mr. Chamberlain, Mr. True, Mrs. Tygart, Mr. Wetherwax, Mrs. White

**Members absent:** Mrs. Fioramonte

**Others present:** Emily Herman, Joelle Stroud, Nancy Norton

**Guests:** None.

**Call to Order:** The meeting was called to order at 7:11 pm by Mr. Chamberlain, Board President.

**Approval of Agenda:** Resolved, the Board approves the agenda on motion by Mr. Chamberlain and second by Mr. True.

Yes – 6 Kaitlyn Bush  
Benjamin Chamberlain  
Barry True  
Haley Tygart  
Jordan Wetherwax  
Nicole White

No – 0

Motion approved.

**Public Forum:** None.

**Presentations:** None.

**Board Discussion:** None.

**Reports:** President: The 8<sup>th</sup> Grade Graduation ceremony went well. Congratulations to the graduates!

Superintendent: Update on the construction project.

Treasurer: None.

**Consent Items:** Resolved, the Board approves items A.-J. Consent Items on motion by Mrs. Tygart and second by Mr. Wetherwax:

- A. Approve minutes of the 6/10/25 regular meeting
- B. Approve Treasurer's Report & Budget Transfers for May 2025
- C. Approve to establish the BOE Committees for 2025-2026
- D. Approve the Tentative Calendar of BOE Meetings for 2025-2026
- E. Approve the Superintendent to attend conferences in 2025-2026
- F. Approve the Superintendent's membership dues in SAANY/NYSCOSS/AASA for 2025-2026
- G. Approve the Superintendent as Data Protection Officer for 2025-2026
- H. Approve the Rural School Association Dues for 2025-2026
- I. Approve the Public Hearing on August 7, 2025 for the Code of Conduct and School Safety Plan at 6:45 pm
- J. Approve Cooperative Electricity Supply Bid WFL 2026-12

Yes – 6 Kaitlyn Bush  
 Benjamin Chamberlain  
 Barry True  
 Haley Tygart  
 Jordan Wetherwax  
 Nicole White

No – 0

Motion approved.

**Old Business:**

Resolved, the Board items A. – C. on motion by Mrs. White and second by Mrs. Bush:

A. Approve to transfer \$46,043.59 out of the Reserve for Employee Benefits and Accrued Liabilities to the General Fund's fund balance on June 30, 2025 for payment to the OMNI for employer non-elective 403(b) contributions owed to two June 2025 retirees as compensation for unused sick/personal days.

B. Approve to transfer the following amounts from the listed EBALR accounts to the General Fund's fund balance on June 30, 2025 to cover retiree benefits paid by the district during the 2024-2025 fiscal year:

A867.5	\$12,294.40
A867.7	\$ 7,185.60
A867.8	\$ 4,790.40
A867.10	\$ 7,842.24

A867.11            \$21,032.64

C. Approve to transfer \$6,509.28 on June 30, 2025 from the Reserve for Teachers' Retirement System Contributions Sub-Fund to the General Fund's fund balance for the payment of a portion of the district's contributions to the New York State Teachers Retirement System in the 2024-2025 fiscal year.

Yes – 6 Kaitlyn Bush  
Benjamin Chamberlain  
Barry True  
Haley Tygart  
Jordan Wetherwax  
Nicole White

No – 0

Motion approved.

**New Business:**

Resolved, the Board approves the first reading and waives the second reading of policies#: 3260, 3311, 5240, 5241(Delete), 5664(Revised), 5681, 5683, 5685, 5840(Revised), 6550, 7150(Delete), 7215(Revised), 7218, 7317(Revised), 7470(Revised), 7513 and 7521 on motion by Mrs. Bush and second by Mr. Chamberlain.

Yes – 6 Kaitlyn Bush  
Benjamin Chamberlain  
Barry True  
Haley Tygart  
Jordan Wetherwax  
Nicole White

No – 0

Motion approved.

**Executive Session:**

Resolved, the Board approves to retire into executive session at 7:32 pm for the purpose of appointment of personnel on motion by Mr. True and second by Mrs. Tygart.

Yes – 6 Kaitlyn Bush  
Benjamin Chamberlain  
Barry True  
Haley Tygart  
Jordan Wetherwax  
Nicole White

No – 0

Motion approved.

**Out of Executive**

**Session:**

The Board reconvened regular session at 7:43 pm.

**Personnel:**

Resolved, the Board approves items B. & E. on motion by Mr. True and second by Mrs. Bush:

A. Substitute Appointments – None.

B. Probationary Appointments

1. Approve probationary appointment of Elizabeth Giglia who holds Initial Certification in Students with Disabilities (All Grades) to a position in the tenure area of Special Education beginning August 29, 2025 and ending August 28, 2029. Salary and benefits are as per the WTA contract.

C. Permanent Appointments – None.

D. Resignations – None.

E. Other

1. Approve summer bus drivers Kerri Griffith, Michelle Greffrath & Kristen Wysocki

Yes – 6 Kaitlyn Bush

Benjamin Chamberlain

Barry True

Haley Tygart

Jordan Wetherwax

Nicole White

No – 0

Motion approved.

**CSE/CPSE:**

Resolved, the Board approves the CSE minutes dated 6/18/25 on motion by Mr. True and second by Mr. Chamberlain.

Yes – 6 Kaitlyn Bush

Benjamin Chamberlain

Barry True

Haley Tygart

Jordan Wetherwax

Nicole White

No – 0

Motion approved.

**Adjournment:**

Resolved, the Board approves to adjourn the meeting at 7:44 pm on motion by Mr. Chamberlain and second by Mr. Wetherwax.

Yes – 6 Kaitlyn Bush  
Benjamin Chamberlain  
Barry True  
Haley Tygart  
Jordan Wetherwax  
Nicole White

No – 0

Motion approved.

Respectfully submitted,

Nancy Norton  
District Clerk