

August 12, 2025

Regular Board of Education Meeting
Middle-High School Library

Present: Jack Bono
Kathleen Sarafin
Jason Wasielewski
Joseph Ciccone
Dominick Bellino
Angela Service
Tricia Service

Absent: 0

Others Present: Joseph Palmer, Superintendent of Schools, Connie Giordano, District Clerk, Kacey Sheppard, Assistant Superintendent of Business and Technology, Thomas Eck, Thomas Service

Call to Order:
The meeting was called to order by Joseph Ciccone at 6:05 p.m. and the Pledge of Allegiance was recited.

Roll Call:
Roll call was taken by Joseph Ciccone 7– Present 0 – Absent

Convene to Executive Session – a motion was made by Angela Service, seconded by Tricia Service, to convene to Executive Session at 6:06 p.m. to discuss the employment status of specific personnel.

Convene to General Session – a motion was made by Angela Service, seconded by Tricia Service to convene to General Session at 7:05 p.m.

7– YES 0 – NO MOTION PASSED

- Reports/Presentations/Good News to Share:**
1. Administer Oath(s) to Student Board Members – Thomas Eck and Thomas Service
 2. Updates – Joseph Palmer

Discretionary Period for Residents to Address the Board:
Michael Arcuri – addressed the Board asking who controls the gates around the athletic fields. Superintendent Palmer replied that it is the responsibility of FSCS, and one gate Saint Francis Society. Mr. Arcuri also asked if anything would be done with the screen behind the baseball home plate. General Discussion

A motion was made by Jack Bono, seconded by Kathleen Sarafin, to add Personnel Item No. P-6 to the Consent Agenda.

7 – YES 0 – NO MOTION PASSED

Consent Agenda:
A motion was made by Dominick Bellino, seconded by Kathleen Sarafin, to approve the following **CONSENT AGENDA:** Minutes, Finance, Personnel 1 – 6, New Business 1 – 6.

7 - YES 0 - NO MOTION PASSED

Minutes:
August 12, 2025

- Finance:**
1. Scholarship Report - June
 2. Extraclassroom Activities Report - June
 3. Treasurer’s Report – May and June
 4. Revenue Report
 5. Revenue Status Report
 6. Trial Balance
 7. Bank Reconciliation
 8. Appropriation Status Report

Personnel:

1. Appointed Spanish Teacher:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Susan Draves to the position of Spanish Teacher, at an annual pay rate Step 13 MA18 + 6CH \$59,797 + \$480= \$60,277, effective August 1, 2025. This is a four year probationary appointment extending from August 1, 2025 to August 1, 2029. Additional credit hours over masters will be granted at \$80/CH when documentation received, and is contingent upon clearance from the New York State Department of Education (fingerprint clearance).

Education:

- LeMoyne College- Bachelors of Arts in Spanish
- SUNY OSWEGO- Masters of Science in Education

Certifications:

- French N-6, Pre-6 Extension, Permanent Extension
- Spanish 7-12 Permanent Certificate

Job Related Experience/Trainings:

- Distance Learning Tutor: ONC BOCES February 2025-Present
- Adjunct Professor: Utica College- 2000- Present
- Substitute Teacher: Various Locations- 2008-Present
- Spanish & French Teacher: VVS- 1999-2001
- Spanish & French Teacher and Department Chairperson: 1995-1998

Justification:

- Fulfill our language department position

2. Appointed Elementary Education Teacher:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Kaitlyn Davenport to the position of Elementary Teacher, at an annual pay rate Step 4 MA + 6CH \$47,238 + \$480 = \$47,718, effective August 1, 2025. This is a four year probationary appointment extending from August 1, 2025 to August 1, 2029. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).

Education:

- Herkimer College- Associate in Accounting & Associate in General Studies- May 2014
- Cazenovia College- Bachelors of Professional Studies in Management- May 2016
- Utica University- Masters of Science in Childhood Education- May 2022

Certifications:

- Childhood Education 1-6
- Birth-2 (in progress)

Job Related Experience/Trainings:

- Herkimer CSD- Kindergarten Teacher- 7/2022-Present
- Westmoreland CSD- Elementary Teachers Resident- 9/2021-2/2022

Justification:

- Fulfill current resignation

3. Rescinded July 8, 2025 Appointment of T.A.:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby rescinds the July 8, 2025 appointment of Megan Birmingham from the position of Teacher Assistant.

4. Schedule E Appointments:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints the following to Schedule E positions:

Jeana Penree	Middle School Student Council Advisor	1550
Jeana Penree	National Jr. Honor Society Committee Member	145
Kelsey Dowdall	Junior Class Advisor	950

5. Appointed DASA Coordinator:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Melanie Taylor to the position of DASA Coordinator for the 2025-2026 School Year.

6. Appoint Long-term Substitute Special Education Teacher:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Mark Spina to the position of Long-term Substitute Special Education Teacher, with a pay rate of his current Contractual salary (Step 32, MA18 w/longevity – total salary \$96,487), effective August 15, 2025.

New Business:

11. **New Business:**

1. **CSE/CPSE Annual Reviews:**

<u>Student ID</u>	<u>Meeting Date</u>
580513576	06/17/2025
580512116	07/15/2025
580513632	06/16/2025
580513561	06/13/2025
580513197	06/26/2025
580512473	05/19/2025
580513264	06/05/2025
580511836	06/23/2025

2. First Read – Audit of Code of Conduct (per recommendation of the Policy Service)

3. **Authorized Superintendent of Schools and/or Assistant Superintendent of Business and Technology to make transfers from General fund to Reserve Funds:**

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby authorized the Superintendent of Schools and/or Assistant Superintendent of Business and Technology to make transfers from the General Fund to the following reserve funds:

Tax Certiorari	\$1,595,584
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4. **Resolution Authorizing Participation in Cooperative Energy Purchasing Services (NYSMEC) for Energy and Natural Gas:**

Be it resolved that the Frankfort-Schuyler Central School District Board of Education authorized participation in Cooperative Energy Purchasing Service (nysmec) for Electricity, and Be it resolved that the Frankfort-Schuyler Central School District Board of Education authorizes participation in Cooperative Energy Purchasing Service (nysmec) for Natural Gas.

5. **Appointment of Hearing Officers:**

Be it resolved that the Board of Education of the Frankfort-Schuyler Central School District appointed and authorizes its President, or in their absence its Vice President, to approve the appointment of an impartial hearing officer in accordance with law, regulations of the Commissioner of the New York State Education Department, Section 200.5(j)(3)(ii) and the Compensation Policy of the Board of Education pursuant to Part 200.21 as amended by New York State Education Department’s Policy 01-11.

6. **Approved the Appointment of Hearing Officer:**

Be it resolved that the Board of Education of the Frankfort-Schuyler Central School District approves and authorizes the formal appointment of Marisa Carbone to hear the matter involving Student 580512888.

Old Business:

N/A

Adjourn – A motion was made by Dominick Bellino seconded by Angela Service to **adjourn** at 7:34 p.m.

7– YES

0 – NO

MOTION PASSED

Respectfully Submitted, _____
District Clerk