

WEST CANADA VALLEY CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
MONDAY, JULY 14, 2025 ~ 6:30 PM

Members Present

Shannon Crocker
Alisa Brewer
Roger Kemler
Janine Lynch
Shauna Michael
Sara Northup-Lynch
Edwin Schatzel

Others Present

Jeremy Siddon, Superintendent
Kelley Crossett, Business Manager
Daphne Raymo, District Clerk
Glenn Broadbent, MS/HS Principal
Christine Nofri, Elementary Principal
Dennis Lynch, Director of Facilities

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

CALL TO ORDER

Board President Shauna Harrington called the meeting to order at 6:15 PM

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present.

APPROVAL OF CONSENT AGENDA

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

RESOLVED, that the following consent agenda items be approved and/or accepted: meeting minutes from the June 9, 2025 Regular Meeting, administrative reports (the administrative reports are given in person rather than written reports), warrants, CSE/CPSE, treasurer, budget and claims audit reports.

All voted in favor; motion carried 7:0

EXECUTIVE SESSION

Motion made by Mr. Schatzel and seconded by Ms. Lynch 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: 6:19 pm** **Exited Executive Session: 7:48 pm**

ACTION ITEM: RESIGNATIONS

Upon recommendation of the Superintendent, motion was made by Ms. Lynch and seconded by Mrs. Brewer to approve the following resolution,
RESOLVED, to accept the resignation of;

Name: Mercedes Kraszewski

Position: Spanish Teacher

Effective: August 31, 2025

All voted in favor; motion carried 7:0

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

Name: Danielle Dutcher

Position: Registered Professional Nurse (MS/HS)

Effective: July 22, 2025

All voted in favor; motion carried 7:0

Upon recommendation of the Superintendent, motion was made by Mrs. Crocker and seconded by Mrs. Brewer to approve the following resolution,
RESOLVED, to accept the resignation of;

Name: Tiffany Lynch

Position: Part-time Account Clerk (Elementary)

Effective: July 10, 2025

All voted in favor; motion carried 7:0

ACTION ITEM: RESIGNATIONS

Upon recommendation of the Superintendent, motion was made by Ms. Lynch and seconded by Mrs. Crocker to approve the following resolution,
RESOLVED, to accept the resignation of;

Name: Kayden Lamphere
Position: ELA Teacher (MS/HS)
Effective: August 31, 2025
All voted in favor; motion carried 7:0

ACTION ITEM: FACULTY APPOINTMENT

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

Name: Claire Joshi
Position: Full-time, 10-month Elementary Teacher (First Grade)
Tenure Track: 4-year probationary appointment in the tenure area of *Elementary Education*
Salary: Per the WCVTA Bargaining Agreement
Effective: September 2, 2025
All voted in favor; motion carried 7:0

ACTION ITEM: SUBSTITUTE APPOINTMENTS

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

Name: Emily Wheeler
Position: Substitute Account Clerk
Salary: Per the hourly rate of the CSEA Bargaining Agreement
Effective: July 15, 2025
All voted in favor; motion carried 7:0

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

Name: Miranda Markwardt
Position: Substitute Teacher, Teaching Assistant, Teacher Aide (PreK-6)
Salary: Per the district-approved rate reference sheet
Effective: July 15, 2025
All voted in favor; motion carried 7:0

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

Name: Raeonna Goracy
Position: Substitute Teacher (PreK-12)
Salary: Per the district-approved rate reference sheet
Effective: July 15, 2025
All voted in favor; motion carried 7:0

ACTION ITEM: FACULTY MENTOR COORDINATOR

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

Name: Lisa Lawton
Position: Mentor Coordinator
Salary: Per the WCVTA Bargaining Agreement
Effective: 2025-2026 School Year
All voted in favor; motion carried 7:0

ACTION ITEM: FALL COACHING APPOINTMENT

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

Name: Christopher Pullman
Position: Assistant Coach, Boys/Girls Cross Country
Salary: Step 1 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: July 15, 2025 for the 2025-2026 school year
All voted in favor; motion carried 7:0

ACTION ITEM: PERSONNEL - FAMILY LEAVE REQUEST

Upon recommendation of the Superintendent, motion was made by Mrs. Crocker and seconded by Mrs. Brewer to accept the following resolution,
RESOLVED, to approve Family Care Leave;

Name: Caitlin Cook
Position: Elementary Teacher
Effective: On or before October 31, 2025 through February 6, with an anticipated return date of February 9, 2026
All voted in favor; motion carried 7:0

ACTION ITEM: PERSONNEL – LEAVE OF ABSENCE REQUEST

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

Name: Jacqueline Bray
Position: K-2 Intervention Specialist
Request: A one-year, unpaid leave of absence for the 2025-2026 school year, as per the WCVTA Bargaining Agreement, effective August 10, 2025 through June 30, 2026
All voted in favor; motion carried 7:0

ACTION ITEM: EXTRACURRICULAR ADVISORS

Upon recommendation of the Superintendent, motion was made by Mrs. Crocker and seconded by Ms. Lynch to approve the Extra-curricular Advisors (as presented) for the 2025-2026 school year.
All voted in favor; motion carried 7:0

<u>Activity</u>	<u>Advisor</u>	<u>WCVTA Extracurr. Index Step</u>	<u>Activity</u>	<u>Advisor</u>	<u>WCVTA Extracurr. Index Step</u>
Art Club co-advisor	Bronwen Keefer	4	Grade 11	Anne Murphy	5
Art Club co-advisor	Ricci Sayers	4	Grade 12	Victoria Petro	5
BAA/GAA	Tina Sternberg	5	Grade 12 Assistant	Shane Bonney	5
Battle of the Books (co)	Gretchen Blynt	1	International Club	Leonora Foster	5
Battle of the Books (co)	Danielle Novak	1	Jazz Ensemble	Scott Bonney	5
Central Treasurer	Shane Bonney	5	Marching Band	Shane Bonney	5
Chess Club	Christopher Pullman	1	Marching Band Asst.	Scott Bonney	5
Color Guard	Shane Bonney	5	Musical Director	Shane Bonney	5
Disk Golf	Ed Dougherty	1	Musical Director's Asst.	Chris DeNova	2
Drama Director	Patricia Lang	5	National Jr. Hon. Society	Ritamarie Juteau	5
Drama Director Asst.	Joyce Patti	5	National Sr. Hon. Society	Melissa Maine	5
FCCLA	Gina Malin	5	SISTERS	Courtney Valasek	5
FFA	Kiley Treen	5	Ski Club	Ed Dougherty	3
Garden Club	Carey Stewart	5	Stage Manager	Scott Bonney	5
Grade 7	Anne Murphy	5	Student Council	Abigail Griffin	5
Grade 8	Ed Dougherty	3	West Canadians Director	Chris DeNova	2
Grade 9	Ritamarie Juteau	5	Yearbook	Emily Goggin	2
Grade 10	Emily Goggin	3			

ACTION ITEM: ACCEPT SUPERINTENDENT’S EVALUATION

Motion was made by Ms. Lynch and seconded by Mr. Schatzel to approve the following resolution,
RESOLVED, to accept;

The Superintendent’s Evaluation for the 2024-2025 school year as discussed by the Board, retroactive to June 9, 2025
All voted in favor; motion carried 7:0

ACTION ITEM: ACCEPT SUPERINTENDENT’S 2025-2026 TERMS & CONDITIONS OF EMPLOYMENT

Motion was made by Mrs. Brewer and seconded by Ms. Lynch to approve the following resolution,
RESOLVED, to approve;

The Terms and Conditions of Employment and salary increase for the Superintendent’s 2025-2026 contract (as discussed by the Board during executive session on June 9, 2025) effective July 1, 2025
All voted in favor; motion carried 7:0

ACTION ITEM: ADOPT NEW STUDENT CELL PHONE POLICY

Motion made by Mr. Schatzel and seconded by Mrs. Northup-Lynch to approve the following resolution;
RESOLVED, that the Board of Education adopt the Student Cell Phone-Electronic Device Policy as presented at the June 9, 2025 Board of Education meeting;

All voted in favor; motion carried 7:0

ACTION ITEM: ADOPT NEW EX OFFICIO STUDENT BOARD MEMBER POLICY

Motion made by Mrs. Crocker and seconded by Ms. Lynch to approve the following resolution;
RESOLVED, that the Board of Education adopt the new Ex Officio Student Board Member Policy as presented at the June 9, 2025 Board of Education meeting;

All voted in favor; motion carried 7:0

DISCUSSION ITEM: SCHOOL YEAR SUMMARY

Mr. Siddon provided a brief review of the 2024-2025 school year as a follow up the administrative reports, and also spoke about the preparations that are in progress for the upcoming 2025-2026 school year. As new information is available for the new school year, Mr. Siddon will inform the Board accordingly.

DISCUSSION ITEM: POLICY UPDATES

The Board was advised by Mr. Siddon that the District and Building Safety Plan need to be updated each year by the committee. The document will be available on our website for a comment period, and we will adopt the plan at our August meeting. The new Extreme Heat District Policy needs to be in place by September 1; we will also adopt that policy at the August meeting.

DISCUSSION ITEM: CODE OF CONDUCT UPDATE

Mr. Siddon advised that the Code of Conduct committee has been working on updates for a year. The document is being reviewed by our school attorneys and once it is returned and revisions are made, the Board will have a final review and then it will be available on our website for a comment period and it will be adopted at an upcoming meeting.

DISCUSSION ITEM: UPDATE ON FRAUDULANT BANK ACTIVITY

Mr. Siddon updated the Board on the fraudulent bank activity that occurred in the last two weeks. He confirmed that the school’s computer system was not hacked, and that the fraudulent activity took place at the bank. The issue has been addressed; the checking account was closed and a new account was opened. There is an open investigation with the authorities and bank staff as well.

ANNOUNCEMENTS

- **Tuesday, August 12, 2025 - Next Regular BOE Meeting**
- **Monday, August 25, 2025 - Special Meeting (if needed)**

PUBLIC COMMENTS

There were no public comments noted.

ADJOURN

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

All voted in favor; motion carried 7:0

Meeting adjourned: 8:13 PM

President, Board of Education

Clerk, Board of Education