WEST CANADA VALLEY CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL MEETING
MONDAY, AUGUST 25, 2025 ~ 6:00 PM

Members Present
Shannon Crocker
Shauna Harrington
Roger Kemler
Janine Lynch
Edwin Schatzel

Others Present
Jeremy Siddon, Superintendent
Daphne Raymo, District Clerk
Dennis Lynch, Director of Facilities

Members Absent
Alisa Brewer
Sara Northup-Lynch

CALL TO ORDER

Board President Shauna Harrington called the meeting to order at 6:03 pm

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present.

EXECUTIVE SESSION

Motion made by Mr. Schatzel and seconded by Mrs. Crocker to enter executive session for appointment of personnel matters including review and appointment of employees and contract negotiations, and annual pre-opening day campus tour.

All voted in favor; motion carried 5:0 **Entered Executive Session: 6:03 pm** **Exited Executive Session: 7:54 pm**

ACTION ITEM: PERSONNEL - CHANGE EFFECTIVE DATE OF PRIOR APPOINTMENT

Motion made by Ms. Lynch and seconded by Mrs. Crocker to change the effective date of a prior appointment (appointed at August 12, 2025 meeting) as follows;

Name: Miranda Markwardt
Position: Teaching Assistant (full-time, 10-month)
Effective: ~~September 2, 2025~~ Retroactive to July 1, 2025
All voted in favor; motion carried 5:0

ACTION ITEM: PERSONNEL - CHANGE EFFECTIVE DATE OF PRIOR RESIGNATION

Motion made by Mr. Schatzel and seconded by Mrs. Crocker to change the effective date of a prior resignation (accepted at August 12, 2025 meeting) as follows;

Name: Brianne Parent
Position: Literacy Specialist (Elementary)
Effective: ~~July 23, 2025~~ August 31, 2025
All voted in favor; motion carried 5:0

ACTION ITEM: PERSONNEL - RESIGNATION

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

Name: Tiffany Lynch
Position: Part-time Custodian
Effective: Effective September 1, 2025
All voted in favor; motion carried 5:0

ACTION ITEM: PERSONNEL - FACULTY & STAFF APPOINTMENTS

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: Ashley Potter
Position: Certified Teaching Assistant (MS/HS, full-time, 10-month)
Tenure Area: Teaching Assistant (4-year probationary)
Salary: Per the CSEA Bargaining Agreement
Effective: September 2, 2025
All voted in favor; motion carried 5:0

ACTION ITEM: PERSONNEL - FACULTY & STAFF APPOINTMENTS

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

Name: Kayla Chapin
Position: RTI Reading & Math Specialist (Elementary, full-time, 10-month)
Tenure Area: Elementary Education (4-year probationary)
Salary: Per the WCVTA Bargaining Agreement
Effective: September 2, 2025
All voted in favor; motion carried 5:0

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

Name: Tiffany Lynch
Position: Account Clerk (Elementary, full-time, 10-month, probationary)
Salary: Per the CSEA Bargaining Agreement
Effective: September 2, 2025
All voted in favor; motion carried 5:0

ACTION ITEM: PERSONNEL - SUBSTITUTE APPOINTMENTS

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: Reid Hampel
Position: Substitute Building Maintenance Mechanic
Salary: Per the CSEA Bargaining Agreement
Effective: September 2, 2025
All voted in favor; motion carried 5:0

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

Name: Gregory Lekki
Position: Substitute Volunteer Mascot
Effective: August 26, 2025
All voted in favor; motion carried 5:0

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: Tiffany Lynch
Position: Substitute Custodian
Salary: Per the CSEA Bargaining Agreement
Effective: September 2, 2025
All voted in favor; motion carried 5:0

ACTION ITEM: PERSONNEL – FALL COACHING APPOINTMENT

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: Regina Sege
Position: Volunteer Assistant, Girls' Modified Soccer
Effective: August 26, 2025 for the 2025-2026 school year
All voted in favor; motion carried 5:0

ACTION ITEM: PERSONNEL - CREATE EXTRACURRICULAR CLUB ADVISOR POSITIONS AND APPROVE STIPEND RATES AS PRESENTED

Motion made by Ms. Lynch and seconded by Mrs. Crocker to create the extracurricular club advisor position of **Assistant Cross-Country Coach** with a stipend rate of .060, in accordance with the extracurricular index of the WCVTA Bargaining Agreement.
All voted in favor; motion carried 5:0

Motion made by Mr. Schatzel and seconded by Mrs. Crocker to create the extracurricular club advisor position of **Disc Golf Club Advisor** with a stipend rate of .045, in accordance with the extracurricular index of the WCVTA Bargaining Agreement.
All voted in favor; motion carried 5:0

ACTION ITEM: PERSONNEL - CREATE EXTRACURRICULAR CLUB ADVISOR POSITIONS AND APPROVE STIPEND RATES AS PRESENTED

Motion made by Ms. Lynch and seconded by Mrs. Crocker to create the extracurricular club advisor position of **Chess Club Advisor** with a stipend rate of .045, in accordance with the extracurricular index of the WCVTA Bargaining Agreement.
All voted in favor; motion carried 5:0

Motion made by Ms. Lynch and seconded by Mrs. Crocker to create the extracurricular club co-advisor positions of **Battle of the Books Club Advisor** (2) with a stipend rate of .045 for each co-advisor, in accordance with the extracurricular index of the WCVTA Bargaining Agreement.
All voted in favor; motion carried 5:0

ACTION ITEM: ADOPT RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC)

Motion made by Mr. Schatzel and seconded by Ms. Lynch to adopt the resolution authorizing participation in the Cooperative Energy Purchasing Service (NYSMEC).
All voted in favor; motion carried 6:0

ACTION ITEM: WAIVE SECOND READING & ADOPT THE 2025-2026 DISTRICT CODE OF CONDUCT

Motion made by Mr. Schatzel and seconded by Mrs. Crocker to waive the second reading and adopt the updated District Code of Conduct, as presented, after previous review and period of public comment.
All voted in favor; motion carried 6:0

ACTION ITEM: ADOPT RESOLUTION TO AUTHORIZE WITHDRAWAL FROM THE RESERVE FUND

Motion made by Mr. Schatzel and seconded by Mrs. Crocker to adopt the resolution to authorize the District Treasurer to withdraw funds from the Reserve Fund, in the amount of $54,170, to pay a Worker's Compensation invoice.

ANNOUNCEMENTS

- **Faculty & Staff Return – Tuesday, 9/2 & Wednesday 9/3/25**
- **Students Return - Thursday 9/4/25**
- **BOE Workshop/Retreat – Monday 9/8/25 at 5:15 pm**
- **Regular BOE Meeting - Monday 9/8/25 at 6:00 pm**

PUBLIC COMMENTS

There were no public comments submitted.

ADJOURN

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

All voted in favor; motion carried 5:0

Meeting adjourned: 8:02 pm

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President, Board of Education Clerk, Board of Education