WEST CANADA VALLEY CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING
MONDAY, DECEMBER 8, 2025, 6:00 PM

Members Present
Shannon Crocker
Shauna Harrington (President)
Roger Kemler
Janine Lynch (Vice President)
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
Emily Looman, Director of Special Programs

Members Absent
Alisa Brewer

Ex-Officio Student Board Member Present
Olivia Broadbent

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

CALL TO ORDER

Board President, Shauna Harrington, called the meeting to order at 6:00 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present.

APPROVAL OF CONSENT AGENDA

A motion was made by Mr. Schatzel and seconded by Mrs. Crocker to approve the following resolution:

RESOLVED, that the following consent agenda items be approved and/or accepted: Regular Meeting Minutes from November 10, 2025 and Special Meeting Minutes from November 19, 2025, administrative reports (the administrative reports are given in person rather than written reports), warrant reports, CSE/CPSE report, treasurer's report, budget report, claims audit report, and central treasurer's report

All voted in favor; motion carried 6:0

EXECUTIVE SESSION

Motion made by Ms. Lynch and seconded by Mr. Schatzel for the Board to recess into the proposed Executive Session for the purpose of discussing matters pertaining to the review and appointment of employees, and seeking legal advice from the Board's attorney.

All voted in favor; motion carried 6:0 **Entered Executive: 6:12 PM** **Exited Executive: 7:25 PM**

ACTION ITEM: PERSONNEL

A motion was made by Mr. Schatzel and seconded by Mrs. Crocker to approve the following resolution; be it RESOLVED that,

The Board of Education hereby denies the appeal of a particular employee as it relates to a termination of an employment.

All voted in favor; motion carried 6:0

ACTION ITEM: PERSONNEL – RESIGNATIONS

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

Name: **Gina Malin**
Position: Family & Consumer Science/Health Education Teacher (Grades 7-12)
Effective: December 31, 2025
All voted in favor; motion carried 6:0

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 for purposes of retirement;

Name: **Cynthia Maxwell**
Position: Teaching Assistant, Elementary
Effective: January 3, 2026
All voted in favor; motion carried 6:0

ACTION ITEM: SUBSTITUTE 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: **Cynthia Maxwell**
Position: Substitute Teacher, Teaching Assistant, Teacher Aide/Monitor (PreK-12)
Salary: Per the district-approved rate reference chart and the CSEA Bargaining Agreement
Effective: January 5, 2026
All voted in favor; motion carried 6:0

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: **Alexis Upson**
Position: Substitute Teacher, Teaching Assistant, Teacher Aide/Monitor (PreK-12)
Salary: Per the district-approved rate reference chart and the CSEA Bargaining Agreement
Effective: December 9, 2025
All voted in favor; motion carried 6:0

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: **Danielle Riesel**
Position: Substitute School Nurse, LPN (PreK-12)
Salary: Per the CSEA Bargaining Agreement
Effective: December 9, 2025
All voted in favor; motion carried 6:0

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: **Sherry Farrington**
Position: Substitute Teacher, Teaching Assistant, Teacher Aide/Monitor (PreK-12)
Salary: Per the district-approved rate reference chart and the CSEA Bargaining Agreement
Effective: December 9, 2025
All voted in favor; motion carried 6:0

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: **Isabella Borden**
Position: Substitute Teaching Assistant, Teacher Aide/Monitor (PreK-12)
Salary: Per the district-approved rate reference chart and the CSEA Bargaining Agreement
Effective: December 9, 2025
All voted in favor; motion carried 6:0

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

Name: **Jenna Hill**
Position: Substitute Teacher, Teaching Assistant, Teacher Aide/Monitor (PreK-12)
Salary: Per the district-approved rate reference chart and the CSEA Bargaining Agreement
Effective: December 9, 2025
All voted in favor; motion carried 6:0

ACTION ITEM: ADOPT 2026-2027 BUDGET CALENDAR AND ASSUMPTIONS

Motion made by Mr. Schatzel and seconded by Mrs. Northup-Lynch to adopt the following resolution;

RESOLVED, that the Board adopts the Budget Calendar and Assumptions for the 2026-2027 school year as presented.

All voted in favor; motion carried 6:0

ACTION ITEM: ADOPT 2025-2026 DISTRICT WIDE SAFETY PLAN

Motion made by Mrs. Crocker and seconded by Mrs. Northup-Lynch to approve the following resolution;

RESOLVED, that the Board adopts the 2025-2026 District Wide Safety Plan to include *Desha's Law* language, after the required 30-day public comment period.

All voted in favor; motion carried 6:0

ACTION ITEM: ADOPT RESOLUTION AUTHORIZING WITHDRAWAL FROM RESERVE FUND

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

RESOLVED, that the District Treasurer be authorized to withdraw $354,667 from the Reserve Fund for State and Local Retirement System Contribution for the purpose of employer contribution payments to the New York State and Local Employees' Retirement System.

All voted in favor; motion carried 6:0

ACTION ITEM: AUTHORIZE MINIMUM HOURLY WAGE INCREASES

Motion made by Ms. Lynch and seconded by Mr. Schatzel to adopt the following resolution;

RESOLVED, that the Board authorizes minimum hourly wage increases from $15.50 to $16.00 for employees making less than this hourly rate, in accordance with the New York State minimum hourly wage increase, effective January 1, 2026.

All voted in favor; motion carried 6:0

ACTION ITEM: TAX COLLECTOR REPORT

Motion made by Mr. Schatzel and seconded by Ms. Lynch to adopt the following resolution;

RESOLVED, that the Board approves the Tax Collector's Report for the 2025-2026 school year as presented.

All voted in favor; motion carried 6:0

DISCUSSION ITEM: PARTIAL BLEACHER REPLACEMENT UPDATE

Mr. Siddon informed the Board that the most of the outdoor bleachers have been repaired but several new areas with the same problem were found during the process. The District will meet with the company again in February to set a date for them to return and look over a few other areas to be repaired under the warranty, and to gauge how the repairs are holding up through the winter months.

DISCUSSION ITEM: BUDGET CALENDAR AND ASSUMPTIONS

The Budget Calendar and Assumptions for the 2026-2027 school year were approved, as presented, during tonight's meeting, December 8, 2025.

DISCUSSION ITEM: BUDGET WORKSHOP I

Mr. Siddon reviewed the Budget Workshop I packet and the Board-adopted Budget Calendar and Assumptions to be used in developing the 2026-2027 school budget. The Board was also presented with the Transportation and Grounds Replacement Plan, which contains the proposed bus purchases to be included in next year's budget. The Bus Replacement Plan works well in our District due to the high transportation aid reimbursement that is received; this is important because of the high mileage we put on our buses with the double pickup/drop-off runs. Also enclosed in the packet is a copy of the 2025-2026 District rate reference chart that will be up for review and adjustments as needed for the 2026-2027 school year due to the New York State minimum hourly wage increase effective January 1, 2026.

DISCUSSION ITEM: CODE OF CONDUCT UPDATE

Mr. Siddon advised the meeting attendees that the District received six responses from families and community members during the 30-day open comment period that ended on November 15, 2025, regarding their concerns or questions about the new Code of Conduct and attendance policy therein. Mr. Siddon advised that all feedback will be reviewed by the Code of Conduct Committee and the group will work to address each concern brought forth to include: clearer guidance on when to keep children home; concerns that minor illnesses could be marked unexcused without a doctor's note; desire for consistent illness guidance and acceptance of parents' notes; policy alignment; extracurricular and eligibility rules feel too strict for minor absences; tardy rules may impact safety during winter driving; policy tone feels punitive; parents prefer a more supportive approach; and families seek earlier and clearer communication about policy changes. It was noted, by Mr. Siddon, that the percentage of students who arrived tardy to school has decreased by 65% from September 1 to November 24, 2025, which is a positive gain. Mr. Siddon will update all involved of new developments on this working document at the next meeting scheduled for January 12, 2026.

DISCUSSION ITEM: SCHOOL POLICY AUDIT UPDATE

The District is working with the Madison-Oneida BOCES on a full policy audit to be sure all of our policies are up to date. In some cases, several policies will be combined into one policy and the policies will be re-numbered and easier to find on our website with the new format. Starting at the January Board of Education meeting, DRAFT groups of updated policies will be presented to the Board and community for review. Mr. Siddon advised everyone to please contact the District office with any questions about the proposed changes and will keep everyone apprised of any new information as it is received.

PUBLIC COMMENTS

There were no public comments received via email or in person.

ANNOUNCEMENTS

- December 10 - High School Winter Concert (Jr/Sr Choruses & Bands), 7:00 p.m.
- December 17 - Elementary Winter Concert (Elementary Band/Chorus), 7:00 p.m.
- December 18 - Concert Snow Date
- December 22 through January 2 - Winter Recess
- January 12, 2026 - Next BOE Meeting, 6:00 p.m.

ADJOURNMENT

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

All voted in favor; motion carried 6:0

Meeting adjourned: 7:44 p.m.

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President, Board of Education Clerk, Board of Education