WEST CANADA VALLEY CENTRAL SCHOOL
BOARD OF EDUCATION REGULAR MEETING – 6:00 PM
MONDAY, FEBRUARY 9, 2026

Members Present
Alisa Brewer
Shannon Crocker
Shauna Harrington
Roger Kemler
Janine Lynch
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
Shelby Butler, Food Services Director
Olivia Broadbent, Ex-Officio Student Board Member

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

CALL TO ORDER

Board President, Shauna Harrington, called the meeting to order at 6:02 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present.

SPECIAL PRESENTATION: 2026-27 BUDGET FOR HERKIMER-FULTON-HAMILTON-OTSEGO BOCES

Mr. D. J. Shepardson, District Superintendent, presented the HFHO BOCES 2026-27 budget and explained key points in the presentation. He also gave an update on the completed W. E. B. Complex Capital Project, which was finished under budget. Mr. Shepardson anticipates that each component district may receive a partial refund of their original budgeted amount.

APPROVAL OF CONSENT AGENDA

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

RESOLVED, that the following consent agenda items be approved and/or accepted: minutes of the Regular Meeting held on January 12, 2026, the warrant report, CSE/CPSE report, treasurer's report, budget report, claims audit report, and administrative reports (the administrative reports are given in person rather than written reports).

All voted in favor; motion carried 7:0

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 proposed, pending, or current litigation.

Entered Executive Session: 6:47 PM Exited Executive Session: 7:36 PM Returned to Public Session: 7:39 PM
All voted in favor; motion carried 7:0

ACTION ITEMS: PERSONNEL – RESIGNATIONS

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

Name: **Daniel Capron**
Position: Elementary Education, 6th Grade Math
Effective: June 30, 2026

All voted in favor; motion carried 7:0 Thank you for your many years of service!

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

Name: **Cynthia Brownell**
Position: Long-term Substitute Teacher, Family & Consumer Sciences/Middle School Health
Effective: January 30, 2026

All voted in favor; motion carried 7:0

ACTION ITEMS: PERSONNEL – RESIGNATIONS

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

Name: **Shelby Butler**
Position: Food Services Director
Effective: June 30, 2026

All voted in favor; motion carried 7:0 Thank you for your years of service!

ACTION ITEM: PERSONNEL – SUBSTITUTE APPOINTMENTS

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

Name: **Carissa Lyon**
Position: Long-term Substitute Teacher, Family & Consumer Sciences/Middle School Health
Salary: Per the district approved rate sheet
Effective: February 2, 2026

All voted in favor; motion carried 7:0

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: **Samantha Francisco**
Position: Substitute Teacher (non-certified), Teaching Assistant, Aide/Monitor (PreK-12)
Salary: Per the district approved rate sheet and CSEA Bargaining Agreement
Effective: February 10, 2026

All voted in favor; motion carried 7:0

ACTION ITEM: PERSONNEL – SPRING COACHING APPOINTMENT

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

Name: **Bailey Chapin**
Position: Head Coach, Modified Baseball
Salary: Step 1 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: February 10, 2026 for the remainder of the 2025-2026 school year

All voted in favor; motion carried 7:0

ACTION ITEM: APPROVE EXCESS EQUIPMENT SLATED FOR DISCARD

Motion made by Ms. Lynch and seconded by Mrs. Northup-Lynch to approve the *Excess Computer/IT Equipment* list be accepted as presented and the items on the list scheduled for discard.

All voted in favor; motion carried 7:0

Motion made by Mrs. Crocker and seconded by Ms. Lynch to approve the *Excess Technology Classroom Items* list be accepted as presented and the items on the list scheduled for discard.

All voted in favor; motion carried 7:0

ACTION ITEM: APPROVE REVISIONS TO ATTENDANCE/TARDY POLICY

Motion made by Mr. Schatzel and seconded by Mrs. Brewer to approve the revisions to the 2025-2026 Attendance/Tardy Policy, located in the Code of Conduct.

All voted in favor; motion carried 7:0

ACTION ITEM: OVERNIGHT TRIP APPROVAL

Motion made by Ms. Lynch and seconded by Mr. Schatzel to approve the overnight FFA student trip to the New York State Convention in Buffalo, May 14-16, 2026.

All voted in favor; motion carried 7:0

POLICY UPDATES

A. Audited policies presented for the **second** reading:

1. 6110 - Code of Ethics for All District Personnel
2. 0011 - NEW - Gender Neutral Single-Occupancy Bathroom Facilities
3. 3421 - Title IX Grievance Process
4. 3420 - Statement for Emergency Conditional or Conditional Appointment
5. 5692 - HIV Instructional and Employment Obligations
6. 0017 - NEW- Student Registration and Pre-Registration to Vote
7. 5640 - Tobacco, Nicotine , and E-Cigarette Use Prohibited
8. 6540 - Indemnification and Defense of School Employees

B. Audited policies presented for the **first** reading:

1. 1001 - Community Use of School Facilities
2. 1002 - Visitors to the School
3. 1003 - School Volunteers
4. 1004 - Use of Buses by Community Groups
5. 1006 - Service Animals
6. 1007 - Student Participation
7. 1008 - Parent-Teacher Organizations
8. 1009 - Booster Clubs/Parent/Teacher Organizations
9. 1010 - Operation of Motor-Driver Vehicles on District Property
10. 1100 - Records Management and Access
11. 1200 - Parent and Family Engagement in Title I Programs
12. 1300 - Handling and Disseminating Identifying Information Received Regarding Sex Offenders
13. 1301 - Advertising on District Property
14. 1303 - District Publications and News Media Relations
15. 1400 - Constitutionally Protected Prayer in the Schools
16. 8204 - Courses Including Dissection of Animals
17. 8702 - Animals in School (Therapy)

DISCUSSION ITEM: BUDGET WORKSHOP III

Mr. Siddon included budget workshop materials in the board packet for this month. Ms. Crossett provided an updated budget draft which included current revenue and expenditures, and answered questions as they arose. Further background into the upcoming budget, and new information, will be brought to the board members as it becomes available.

DISCUSSION ITEM: FISCAL STRESS REPORT

Mr. Siddon advised the Board that the District has been identified as a school district that is moderate to fiscal stress. The State recently released this information in a report. As new information becomes available, Mr. Siddon will update the Board.

DISCUSSION ITEM: 2026-2027 DISTRICT CALENDAR

The Board was advised by Mr. Siddon that the 2026-2027 District Calendar is currently being compiled. A draft of the calendar was distributed, with the hopes that the Board will adopt the 2026-2027 District Calendar during the March, 2026 meeting.

DISCUSSION ITEM: TOWN OF FAIRFIELD SOLAR PILOT

Mr. Siddon recommended that the District consider opting-in to the Real Property Tax Law 487 tax exemption for the Solar PILOT. If we proceed, we will need to adopt a resolution at the March Board meeting.

DISCUSSION ITEM: FARM TRACTOR DRIVING REQUEST

The request for students to drive their farm tractors to school in June, which was received from a community member, has been forwarded to our school attorney for review and guidance. Mr. Siddon will bring new information to the Board once it is available.

PUBLIC COMMENTS

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

ANNOUNCEMENTS

- February 16-20 - Mid-winter Break (building closed 2/16 for Presidents Day)
- March 4 - Music in Our Schools Month All Bands Concert @ 7:00 PM
- March 9 - Next BOE Meeting @ 6:00 PM
- March 12 - Music in Our Schools Month All Choruses Concert @ 7:00 PM
- March 20-21 - All County II at Frankfort-Schuyler CSD
- March 25 - Superintendent's Conference Day - No School for Students

ADJOURNMENT

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

All voted in favor; motion carried 7:0

Meeting adjourned: 7:58 PM

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President, Board of Education

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Clerk, Board of Education