West Canada Valley Central School District
Board Of Education Regular Meeting
Monday, September 14, 2026 ~ 6:00 PM

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

Members Absent
Sara Northup-Lynch

Ex Officio Student Board Members Present
Teegan Harvey Agafya Karyagina

Others Present
Jeremy Siddon, Superintendent
Kelley Crossett, Business Manager
Daphne Raymo, District Clerk
Christine Nofri, Elementary Principal
Glenn Broadbent, MS/HS Principal
Edmund Dougherty, Middle School Science Teacher
Marc Rogowski, ELA Teacher
Carolyn Manna, Earth & Space Science Teacher
Bruce Flansburg, Jr., Custodian
Trista Houghtaling, MS/HS Registered Professional Nurse
Robert Batson, Poland, NY

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 6:00 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present.

SPECIAL RECOGNITION: NEW STAFF MEMBERS AND NEW TENURE RECIPIENTS

Mr. Siddon introduced the attending* new staff members and tenure recipients to the Board members and extended a warm welcome to them.

New Staff Members

Bruce Flansburg, Night Custodian*
Trista Houghtaling, MS/HS Registered Professional Nurse*
Patrick Raynard, Food Services Director
Carissa Sullivan, Bus Driver
Danielle Depo, Day Custodian
Carolyn Manna, Earth and Space Science Teacher*
Raven Smith, Bus Driver
Sean Usyk, MS/HS Art Teacher

Tenure Recipients

Gretchen Blynt, Secondary English
Tracey Farber, Teaching Assistant
Marc Rogowski, Secondary English*
Edmund Dougherty, Secondary Science*
Eileen Lindsay, Teaching Assistant

INTRODUCTION AND OATH OF OFFICE: NEW EX-OFFICIO STUDENT BOARD MEMBERS

Mr. Siddon introduced the District's Ex-Officio Student Board Members for the 2026-2027 school year; Ms. Teegan Harvey and Ms. Agafya Karyagina who are members of the Class of 2027. Both students will alternate their attendance at the West Canada Valley Board meetings, and will each attend one Herkimer BOCES Board of Education meeting during the school year. The Oath of Office was recited and signed by each student board member.

RECOGNITION BREAK

The meeting was briefly paused from 6:07 to 6:14 p.m., allowing new staff members, tenure recipients, ex-officio student board members, and members of the Board of Education to connect and enjoy refreshments.

ADMINISTRATIVE REPORTS: DISTRICT LITERACY INITIATIVE

Ms. Nofri and Mr. Broadbent spoke about the new district literacy initiative which will focus on improving student reading and writing skills. Key areas that will be explored are comprehension skills; using a cross-curricular approach to teaching with all content areas working together to improve vocabulary, reading, and writing; setting specific goals and monitoring student progress; and hosting visits from a BOCES literacy coach to help support teachers as they teach the new initiative curriculum.

APPROVAL OF CONSENT AGENDA

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

RESOLVED, that the following consent agenda items be approved and/or accepted: meeting minutes from the August 12, 2026 Regular Meeting and the September 1, 2026 Special 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 6:0

DISCUSSION ITEM: START OF THE SCHOOL YEAR

Mr. Siddon gave a brief overview of the first few days of school. Things went very smoothly and it seemed that the teachers, staff and students were very happy to be back in the building again. The Building Maintenance Staff was complimented by Mr. Siddon for doing an excellent job over the summer, preparing the building for another new school year in the fall.

DISCUSSION ITEM: UPDATED STUDENT CELL PHONE-ELECTRONIC DEVICE POLICY

When the district Code of Conduct was updated to reflect the revised cell phone rules, the district policy also needed to be revised so the language in both documents matched. Mr. Siddon explained that the revisions made were more lenient in giving parents/guardians an alternative to coming to the school to pick up their student's cell phone day after day if it was confiscated. The student can now stay after school for detention and will receive their cell phone as they leave.

DISCUSSION ITEM: IMMIGRATION AUTHORITY INTERACTIONS AND STUDENT PROTECTION

Mr. Siddon advised that the State Education Department requires school districts to have a Local Operations Procedure in place to protect student data and information. Under this Local Operations Procedure, the superintendent is the sole person who is authorized to speak with immigration officials. In the superintendent's absence, the acting superintendent will speak with the authorities.

POLICY REVIEW: ADOPT POLICY 1100 – RECORDS MANAGEMENT AND ACCESS

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

RESOLVED; to adopt revisions made to Policy 1100 to reflect the superintendent as the Records Management Officer and Records Access Officer contact person, to coincide with the designation made in the Annual Organizational Meeting
All voted in favor; motion carried 6:0

POLICY REVIEW: POLICY 7316 (DRAFT) - STUDENT CELL PHONE-ELECTRONIC DEVICES

Motion by Mr. Amendolare and seconded by Mr. Schatzel to adopt the following resolution;

RESOLVED; to present Policy 7316 for ***first*** *reading.*
All voted in favor; motion carried 6:0

POLICY REVIEW: SECTION 2000 SCHOOL BOARD OPERATIONS

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

RESOLVED; to *waive the second reading and adopt* the audited policies in Section 2000 School Board Operations as presented;

Audited policies, Section 2000; *waive the second reading and adopt:*

1. 2001 - Board of Education Authority
2. Delete 1120 - Board of Education Authority
3. 2002 - Number of Members and Terms of Office
4. 2003 - Qualifications of a Board of Education Member
5. 2004 - Nomination and Election of Board of Education Members
6. 2005 - New Board Member Elect Orientation
7. 2006 - Board Member Training
8. 2007 - Reporting of Expenditures and Contributions
9. 2008 - Oath of Office
10. Delete 1330 - Appointments and Designations by the Board of Education

All voted in favor; motion carried 6:0

ANNOUNCEMENTS

- Friday 10/2 - Mandatory Evacuation Drill, MS/HS Dismissal 2:00 pm; Elementary 3:00 pm
- Friday 10/9 - Early Release, Half Superintendent's Conference Day - MS/HS @ 10:30; PreK @10:50 **parent pickup only;** and K-6 @ 11:30
- Monday 10/12 - Columbus Day - School and Offices Closed
- Tuesday 10/13 - Next BOE Meeting, 6:00 pm

PUBLIC COMMENTS

Mr. Robert Batson, from Poland, NY

- Advised that Katie Ferguson, of Herkimer BOCES, will speak about the "Portrait of a Graduate" initiative at the School Board Institute (SBI) meeting on September 17. The Poland district may also plan future in-service sessions for their staff.
- Mr. Batson also advised that he was just made aware, this past summer, of a CoSer available through CITI to help offset the cost of CollegeNow tuition and wanted to be sure the West Canada Board members were aware of this CoSer.

PROPOSED EXECUTIVE SESSION

Motion made by Ms. Lynch and seconded by Mr. Schatzel for the Board to recess into executive session to:

- Review Personnel, to include resignations, substitute appointments, leave of absence requests, faculty mentor appointments, and winter coaching recommendations
- Review a Memorandum of Agreement (MOA) for a specific teacher

All voted in favor; motion carried 6:0

Entered Executive Session: 6:59 pm **Exited Executive Session: 7:41pm** **Returned to Public Session: 7:45 pm**

ACTION ITEM: PERSONNEL - RESIGNATION

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

Name: **Regina Sege**
Position: Teacher Aide (1:1, Elementary)
Effective: October 2, 2026
All voted in favor; motion carried 6:0

ACTION ITEM: SUBSTITUTE 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: **Kady Conklin**
Position: Substitute School Counselor (per diem) PreK-12
Salary: Per the district-approved rate sheet
Effective: September 15, 2026
All voted in favor; motion carried 6:0

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

Name: **Emily Satterlee**
Position: Substitute Teacher (PreK-6)
Salary: Per the District Approved Rate Sheet
Effective: September 15, 2026
All voted in favor; motion carried 6:0

ACTION ITEM: LEAVE OF ABSENCE REQUESTS

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

Name: **Kayla Chapin**
Position: K-3 Intervention Specialist
Reason: Family Medical Leave Act (FMLA)
Effective: On/about January 4, 2027
Tentative Return Date: April 5, 2027
All voted in favor; motion carried 6:0

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

Name: **Kassi March**
Position: Teaching Assistant (MS/HS)
Reason: Medical leave to care for her child (FMLA time exhausted for the year)
Effective: September 23, 2026
Tentative Return Date: November 1, 2026
All voted in favor; motion carried 6:0

ACTION ITEM: FACULTY MENTOR APPOINTMENT

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

Name: **Rebecca McCaw**
Position: Faculty Mentor – First Grade
Salary: Per the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 School Year
All voted in favor; motion carried 6:0

ACTION ITEM: FACULTY MENTOR APPOINTMENT

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

Name: **Ference Sarus**
Position: Faculty Mentor – Art 7-12
Salary: Per the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 School Year
All voted in favor; motion carried 6:0

ACTION ITEM: WINTER COACHING APPOINTMENTS

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

Name: **Theresa Synakowski**
Position: Head Coach, Varsity Girls' Basketball
Salary: Step 5 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Shelly Hazard**
Position: Volunteer Assistant, Varsity Girls' Basketball
Effective: September 15, 2026 for the 2026-2027 school year
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 approve;

Name: **Kaylin FitzSimons**
Position: Volunteer Assistant, Varsity Girls' Basketball
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Whitney Reddington**
Position: Volunteer Assistant, Varsity Girls' Basketball
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Taylor Butler**
Position: Head Coach, Girls' JV Basketball
Salary: Step 2 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Dustin Cool**
Position: Head Coach, Girls' Modified Basketball (8th grade)
Salary: Step 5 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Dustin Cool**
Position: Head Coach, Girls' Modified Basketball (7th grade)
Salary: Step 5 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

ACTION ITEM: WINTER COACHING APPOINTMENTS

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

Name: **Andrew Gorinshek**
Position: Head Coach, Varsity Boys' Basketball
Salary: Step 1 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Jaeden Beam**
Position: Head Coach, JV Boys' Basketball
Salary: Step 2 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Todd Hobin**
Position: Head Coach, Boys Modified Basketball (8th grade)
Salary: Step 5 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Todd Hobin**
Position: Head Coach, Boys Modified Basketball (7th grade)
Salary: Step 5 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Kelly Gauthier**
Position: Head Coach, Varsity Winter Competitive Cheerleading
Salary: Step 3 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Corey Youngs,**
Position: Head Coach, Boys' Bowling
Salary: Step 5 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Corey Youngs,**
Position: Head Coach, Girls' Bowling
Salary: Step 5 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

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

Name: **Ference Sarus**
Position: Head Coach, Indoor Track
Salary: Step 5 of the extracurricular index of the WCVTA Bargaining Agreement
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

ACTION ITEM: WINTER COACHING APPOINTMENTS

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

Name: **Todd Hobin**
Position: Volunteer Assistant Coach, Indoor Track
Effective: September 15, 2026 for the 2026-2027 school year
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 approve;

Name: **Jason Januario**
Position: Volunteer Assistant, Indoor Track
Effective: September 15, 2026 for the 2026-2027 school year
All voted in favor; motion carried 6:0

ACTION ITEM: ACCEPT MEMORANDUM OF AGREEMENT

Upon recommendation of the Superintendent, motion was made by Mrs. Crocker and seconded by Mr. Amendolare to approve the following resolution,
RESOLVED, to accept the 2026-2027 Memorandum of Agreement (MOA) for an elementary teacher who is teaching an extra class in the middle/high school

Name: **Melissa Maine**
Position: Computer Science / Technology Teacher
Effective: September 15, 2026

3 Yay: Mrs. Crocker, Mr. Amendolare, Ms. Lynch
2 Nay: Mr. Kemler, Mr. Schatzel (with reservation)
Motion carried 3:2

ACTION ITEM: APPROVE BOARD OF EDUCATION GOALS FOR 2026-2027

Motion made by Mr. Schatzel and seconded by Ms. Lynch to approve the Board of Education Goals for the 2026-2027 school year.
All voted in favor; motion carried 6:0

ACTION ITEM: APPROVE APPR 3012-D RECERTIFICATIONS

Motion made by Mrs. Crocker and seconded by Ms. Lynch to approve the APPR 3012-D recertifications for the District Administrators as follows;

- Glenn Broadbent, Teacher Evaluator
- Christine Nofri, Teacher Evaluator

All voted in favor; motion carried 6:0

ADJOURN

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

All voted in favor; motion carried 6:0 **Meeting adjourned: 7:58 PM**

_____ _____
President, Board of Education Clerk, Board of Education