Board of Education Meeting #6
Whitesboro Central School District
October 6, 2026

Present:	B. McQueen	D. Russo, Superintendent
	M. Head	J. Muller, Assistant Superintendent for Business
	S. Szatko	J. Egresits, Asst. Superintendent for Learning
	J. Henderson	C. O'Neil, Director, Pupil Personnel Services
	T. Schoen Jr.	T. Pawloski, Director of Special Services
	C. LaValley	K. Powers, District Treasurer
		K. Bunal, District Clerk

Absent: E. Friot
Resigned: S. Farr

Mr. Head, Board President, called the meeting to order at 6:00 PM., led the Pledge of Allegiance to Flag, and read the District Mission Statement.
Mr. Head read a brief statement to the public in regards to the two opportunities for members of the community to speak and the guidelines for public participation. He then opened the floor to the public for any comments on agenda items, there were none.
Mr. Head thanked Ms. McGowan and her staff for their warm welcome.
Mr. Head announced that SBI has a scheduled Legislative ZOOM meeting on October 11th at noon, and would not be able to attend. Mr. McQueen volunteered to attend the ZOOM meeting in his place.
Mr. Head announced that Mr. Steve Farr had submitted his resignation letter from the Board of Education. The Board agreed to advertise the open seat followed by interviewing interested candidates for the position.

Dr. Szatko made a motion to accept Mr. Farr's letter of resignation, and Dr. Henderson seconded the motion. Ayes 6 Nays 0 Motion carried

The following changes were made to the School Board Institute Committees:

- Executive Committee – Brian McQueen
- Legislative Committee – Brian McQueen
- Budget, Finance and Audit Committee – Dr. Henderson

Mr. Head stated that he would like to look into forming a Policy Review committee to update some of the older policies. Further research into this will be done.

Standing Committee Reports:

Dr. Henderson reported on the Health and Safety Committee that was held on September 23, the following items were covered.

- District Safety Protocols - PPE, cleaning and disinfection
- Illness and Injury report
- Safety and Security – playground inspections, mandated fire and lockdown drills
- Student and staff trainings, SHELL and safety plans
- BOCES safety office report was covered
- Measles updated was reported by Chris O'Neil
- Capital Projects site visits
- SRO provided updates and the Emergency Response Drill that was held at the High School in August was reviewed.

Mr. Muller reported on the Budget and Finance Audit Committee that was held on October 6, 2026. The External Audit that was provided by D'Arcangelo & Co. was reviewed. The reports covered the Financial Statements and the Extraclassroom activity funds of the District. It was reported that the District had no issues as it was a very favorable report. Mr. Muller stated that reserve balances are in a good position. He does have concerns due to the lack of aid from the State and contract negotiations will be a large part of the 2027-2028 budget.
The District will continue to go out for Request for Proposals, RFP's, for audit services. Mr. Muller turned the floor back to Mr. Head.

RESOLUTION	Motion by Ms. LaValley
Consent Agenda	Seconded by Mr. Schoen Jr.
	Personnel-Instructional
	Personnel-School Related
	Acceptance of Committee on Special Education recommendation on students identified by number on the enclosed information
	Approval of Minutes – September 15, 2026

Dr. Henderson had a question in reference to the tutor appointment. Mr. Russo explained the District procedure on appointing a tutor.

Ayes 6 Nays 0 Motion carried

Mr. Head turned the floor over to Mr. Russo, Superintendent, for his reports and presentations.

Mr. Russo thanked Ms. McGowan and staff for representing their building and turned the floor over to Ms. McGowan for her building presentation.

Ms. McGowan started with her #1 goal that is the same for all four elementaries.

1. Teaching & Learning – Instruction which engages our students, provides immediate, on-target assistance they may need, challenges higher level learners and prepares students for college, careers, work force, or life.

She explained that all four elementaries use the Multi-Tiered System of Supports, MTSS, program. Through universal screening, data review meetings and documented tiered interventions, Deerfield Elementary realigned its response to intervention for the students. By June of 2027, Deerfield goal is to strengthen the MTSS platform for student's success.

2. Goal #2 School and Community Culture – A safe dynamic culture which is characterized by a safe school environment of trust, collaboration, communication, approachability, and the caring nurturing attitude. Deerfield show this throughout many programs and events during the school year.
    a. Deerfield Party on the NEW playground, which was attended by over 300 people
    b. 7th Annual Cards for Vets – Marianne Buttenschon's initiative to recognize Veterans
    c. Love Like Olivia Day – Each grade level will be creating gift baskets and gifting it to local organizations and to elementary buildings in our district.
    d. Olivia Rose Sacco Scholarship fund awarded three senior scholarships for 2026 school year.

Ms. McGowan informed the Board that October 16, 2026, is Olivia Kindness Day, which is celebrated throughout the District and community.

The Board and Superintendent thanked her for the presentation.

Mr. Russo turned the floor over to Mr. Egresits for an update on Superintendent Conference Day that is scheduled for Friday, October 9, 2026.

Mr. Egresits provided the Board with an itinerary of the day for teachers and staff.

- AI Basics for K-12 Instructional Staff
- Revision History Webinar Instructional Staff
- IXL Level Up Training (Gr. 1-8)
- MTSS assessment data review- Elementary
- Individual Department tasks – Secondary
- CPR/AED Training

Mr. Egresits provided the Board with an update on Universal Pre-K. Mr. Russo and Mr. Egresits toured three community-based organizations. Questions and answers were provided and conversations with them will continue. The District is waiting on the Birth Rate data in order to move forward with the 2028-2029 school year planning. Elementary Principals have submitted room specs for their classroom space which was reviewed and will meet the requirements for the Pre-K program for the 2027-2028 school year. There will be one classroom in each Elementary building. The Board had the following questions;

- Availability from the community organizations for additional space if needed
- Foundation support
- Funding
- Transportation
- Reimbursement cost of full day to half day students

Discussions continued in regards to the Pre-k program.

Mr. Russo congratulated Mr. Eric Rothdiener for being named the American Heart Association's Principal of the Year in recognition of his dedication to the Kids Heart Challenge. Mr. Rothdiener has organized many events and has raised over $19,000, for the organization. Mr. Rothdiener plans to introduce the Kid's Heart Challenge at the Middle School where he has become principal. The Board thanked him for his dedication to the organization.

Mr. Rothdiener thanked the generosity and support of his staff and community for being able to accomplish all that has been achieved for the American Heart Association.

Mr. Russo thanked Mr. Chris O'Neil for his thirty-three years of service to the Whitesboro CSD. He served as a Music Teacher, Department Chairperson, Assistant Principal, and Director of Pupil Personnel Services. Mr. Russo thanked him for his professionalism, dedication, and willingness to always help out. He is retiring from the District leaving with a strong legacy.

Mr. Russo turned the floor over to Mr. Muller to update the Board on the charging stations.

The EV charging stations have been installed with the use of grant funding. Usage and time frames need to be determined. The Board needs to review the parameters of the usage for after school hours. The charging stations are not a fast charger, and a fee will be in effect for usage. The next phase will be to draft a proposal for time the charging stations will be available. Mr. Muller stated that he has reached out to other agencies to ask for a template of usage, procedures and contact information.

The Board had many comments and questions, and a discussion ensued.

OLD BUSINESS:

RESOLUTION	Motion by Mr. McQueen
Policy Manual	Seconded Ms. LaValley

Addition - Second Reading - 7108

Be It Resolved, that upon the recommendation of the Superintendent of Schools, the second reading of the proposed manual addition, (7108) District/BOCES Protocols For Diapering And Toileting, as per the supplemental file, be approved.

Ayes 6 Nays 0 Motion carried

NEW BUSINESS:

RESOLUTION Calendar for the Development of the 2027-2028 Budget

Motion by Mr. Schoen Jr.
Seconded by Dr. Henderson
Be It Resolved, that upon the recommendation of the Superintendent of Schools, the proposed district calendar for the development of the 2027-2028 budget and compliance dates, as per the supplemental file, be approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Appointment of Internal Auditor

Motion by Dr. Henderson
Seconded Ms. LaValley
Be It Resolved, that the appointment of the Bonadio & Co., LLC as Internal Auditor for the 2026-2027 school year at a cost not to exceed $15,500.00, be approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Policy Manual Revision – First Reading (1502)

Motion by Mr. McQueen
Seconded Dr. Szatko
Be It Resolved, that upon the recommendation of the Superintendent of the first reading of proposed manual revision, (1502) Booster Clubs and Other School-Related Groups, as per the supplemental file, be approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Policy Manual Revision – First Reading (7101)

Motion by Dr. Szatko
Seconded Dr. Henderson
Be It Resolved, that upon the recommendation of the Superintendent of the first reading of proposed manual revision (7101) Sports and Athletic Program, as per the supplemental file, be approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Athletic Use of Outside Facility

Motion by Ms. LaValley
Seconded by Mr. Schoen Jr.
Be It Resolved, that upon the recommendation of the Superintendent of Schools, the athletic contract/agreement contained in the supplemental file, be approved.

- Town of Whitestown Community Center (2026-2027 Hockey Season) $18,043.00

Ayes 6 Nays 0 Motion carried

Mr. Head opened the floor to the Board for any discussion items there were none.

Mr. Head opened the floor to the Public for any comments or concerns.

Mr. Zaikoff from Jordanville NY approached the Board in reference to letting his child return to Whitesboro CSD for their tenth-grade year. The Board informed Mr. Zaikoff that his request would be discussed and he would be notified of his request.

RESOLUTION Executive Session	Motion by Dr. Szatko Seconded by Dr. Henderson The Board of Education went into Executive Session at 6:55 PM to discuss Contract Negotiations Ayes 6 Nays 0 Motion carried

Kimberley Burcal

School District Clerk

Mr. Head appointed Mr. Russo Clerk Pro Tem.

RESOLUTION Adjournment, Executive Session	Motion by Mr. Schoen Jr. Seconded by Mr. McQueen The Executive Session was adjourned at 7:36 PM. Ayes 6 Nays 0 Motion carried

Motion was put on the floor by Dr. Szatko and seconded by Ms. LaValley to approve the 2025-2026 External Audit report prepared by D'Arcangelo.

Ayes 6 Nays 0 Motion carried

RESOLUTION Acceptance of the 2025-2026 External Audit	Motion by Ms. LaValley Seconded by Dr. Henderson Be It Resolved, that upon the recommendation of the Superintendent of Schools, the 2025-2026 external audit be accepted as presented by D'Arcangelo & Co., LLP to the Board of Education on October 6, 2026, as per the supplemental file, be approved. Ayes 6 Nays 0 Motion carried

Motion was put on the floor by Dr. Szatko and seconded by Ms. LaValley to approve the 2025-2026 Extra Classroom Activity Fund prepared by D'Arcangelo.

Ayes 6 Nays 0 Motion carried

RESOLUTION Acceptance of the 2025-2026 Extra Classroom Audit	Motion by Dr. Henderson Seconded by Ms. LaValley Be It Resolved, that upon the recommendation of the Superintendent of Schools, the 2025-2026 extra Classroom external audit be accepted as presented by D'Arcangelo & Co., LLP to the Board of Education on October 6, 2026, as per the supplemental file, be approved.
	Ayes 6 Nays 0 Motion carried
RESOLUTION Adjournment	Motion by Dr. Szatko Seconded by Ms. LaValley Be it Resolved, that the meeting be adjourned.
	Ayes 6 Nays 0 Motion carried

The meeting was adjourned at 7:39 PM.

David Lusso
Clerk Pro Tem

WHITESBORO CENTRAL SCHOOL DISTRICT
PERSONNEL MEMORANDUM
October 6, 2026

RESIGNATION FOR PURPOSE OF RETIREMENT

Patricia Bakos
Teaching Assistant
Marcy Elementary School
Effective: 10/12/26

RESIGNATION

Antonia DiCesare
Long-Term Substitute ELA 8 Teacher
Middle School
Effective: 9/30/26

APPOINTMENTS

Elena Beattie
Teaching Assistant
High School
Four-year Probationary Appointment
(Resignation of N. Buehler)
Effective: 10/7/26
Tenure Area: Teaching Assistant
Salary: Step F, Master's +6 credits ($29,120), pro-rated
Certification: NYS Teaching Assistant Level III

Caroline D'Aiuto
Teaching Assistant
Westmoreland Road Elementary School
Four-year Probationary Appointment
Effective: 9/18/26
Tenure Area: Teaching Assistant
Salary: Step F, Bachelor's Degree ($23,947), pro-rated
Certification: NYS Teaching Assistant, Initial TA

Abigail Martin
Long-Term Substitute ENL Teacher
Deerfield Elementary School
Effective: 9/18/26 – 6/30/27
(Leave for J. Horton)
Eligible for health/dental and sick/personal days
Contingent upon positive performance and district needs
Salary: Step A, BA ($41,859), pro-rated, daily rate $209.29
Certification: NYS Childhood Education, Grades 1-6, Initial

Rachael Schmelcher
Teaching Assistant
Hart's Hill Elementary School
Four-year Probationary Appointment
(Resignation of C. Rocco)
Effective: 10/7/26
Tenure Area: Teaching Assistant
Salary: Step E, Associate's Degree ($22,977), pro-rated
Certification: NYS Teaching Assistant, Initial TA

APPOINTMENTS-cont.

Sandra Tucci	Long-Term Substitute ELA 8 Teacher Middle School Effective: On or about 9/30/26 through on or about 1/8/27
(Leave for S. Hula)	Eligible for personal and sick days Contingent upon positive performance and district needs Salary: Step A, BA ($41,859), pro-rated, a daily rate of $209.29 Certification: NYS Elementary N-6, Permanent

Whitesboro Central School District
Substitute List # 4
October 6, 2026

Andrew Denton
AREA: Teacher and Teaching Assistant
DEGREE STATUS: 2 Years
CERTIFICATION: Uncertified

Victoria McConeghy
AREA: Teacher and Teaching Assistant
DEGREE STATUS: 2 Years
CERTIFICATION: Uncertified

Morgan Pflanz
AREA: Teacher and Teaching Assistant
DEGREE STATUS: 4 Years
CERTIFICATION: Uncertified

Kain Robinson
AREA: Teacher and Teaching Assistant
DEGREE STATUS: 4 Years
CERTIFICATION: Uncertified
COMMENTS: ELA High School

Change in Certification:

Jaymie Johnson
AREA: Teacher and Teaching Assistant
CERTIFICATION: Certified: Early Childhood Ed.
Birth-2, Eff: 10/1/26

WHITESBORO CENTRAL SCHOOL DISTRICT
EXTRA DUTY ASSIGNMENTS 2026-2027
October 6, 2026

HIGH SCHOOL EXTRA DUTY APPOINTMENTS
(Recommended by David Cognetti)

POSITION	INDIVIDUAL RECOMMENDED	STIPEND
Mock Trial Club Advisor	Rose Cidzik	$2060, Eff: 9/1/26

MIDDLE SCHOOL MUSICAL EXTRA DUTY APPOINTMENTS
(Recommended by Eric Rothdiener)

POSITION	INDIVIDUAL RECOMMENDED	STIPEND
Set Construction	Ryan Decker	$396

HART'S HILL ELEMENTARY SCHOOL EXTRA DUTY APPOINTMENTS
(Recommended by Luke Manolescu)

POSITION	INDIVIDUAL RECOMMENDED	STIPEND
Breakfast Duty	Michele Skermont	$976, Eff: 9/1/26

DEERFIELD ELEMENTARY SCHOOL EXTRA DUTY APPOINTMENTS
(Recommended by Kelli McGowan)

POSITION	INDIVIDUAL RECOMMENDED	STIPEND
Yearbook (shared)	Elma Karajic	$1000, Eff: 9/1/26
	Amanda Zupancic	$1000, Eff: 9/1/26

ATHLETIC APPOINTMENTS
(Recommended by Andrew Massoud)

POSITIONS	INDIVIDUAL RECOMMENDED	STIPEND
Baseball (Varsity Head Coach)	Luke Slatton	$5730
Baseball (JV Head Coach)	Michael Fahy	$4170
Basketball (Girls Varsity Assistant)	Giavanna Britt	$4825
Basketball (Girls JV Head Coach)	Jeffrey Sergott	$6415
Basketball (Girls Modified Head Coach)	Madeline Acevedo	$4,080
Unified Bowling (Unified Coach)	Darlene Hill	$1000
Unified Bowling (Unified Advisor)	Shelly Withers	$1000
Golf (Girls Varsity Head Coach)	Sara Warner	$2970
Lacrosse (Boys Varsity Head Coach)	Tyler Hutchinson	$6415
Lacrosse (Varsity Assistant Coach)	John Warner	$4170
Lacrosse (Girls Varsity Head Coach)	Benjamin Schoen	$7140
Lacrosse (Girls Varsity Assistant Coach)	Stephen Schoen	$4425
Softball (Varsity Head Coach)	Aaron Cirasuolo	$6810
Softball (Varsity Assistant Co-Coach)	Benjamin Karas	$2215
Softball (JV Head Coach)	Christopher Faro	$4425
Softball (Modified Head Coach)	Brian Lasowski	$3530
Tennis (Boys Varsity Head Coach)	Owen Williams	$3970
Track & Field (Boys Varsity Head Coach)	Brian Holtslag	$7140

POSITIONS ASSOCIATED WITH ATHLETIC CONTESTS

(Recommended by Andrew Massoud)

POSITIONS	INDIVIDUAL RECOMMENDED	STIPEND
Crowd Control, Parking Attendant, Ticket Seller/Taker	Mark LaScala	Per board approved rates
Chaperone (unpaid)	Jonathan Snyder	No Cost to the District

VOLUNTEERS

(Recommended by Andrew Massoud)

POSITIONS	INDIVIDUALS RECOMMENDED	STIPEND
Ice Hockey Varsity	Ryan Suwek	No Cost to the District
Ice Hockey Varsity	Kristian Matthews	No Cost to the District

WHITESBORO CENTRAL SCHOOL DISTRICT

TUTOR RECOMMENDATION

NAME	ADDRESS	AREA	CERTIFICATION
Michelle Kuty	3831 Snowden Hill Rd. New Hartford, NY 13413 Phone: 315-939-4331	K-12	N-6, Math 7-9 Reading Start Date 10/7/26

WHITESBORO CENTRAL SCHOOL DISTRICT
SCHOOL-RELATED PERSONNEL AGENDA
October 6 2026 Board of Education Meeting

Title	Name	Rate of Pay	BOE Date	Start/Effective Date
RESIGNATION				
Teacher Aide Hart's Hill Elementary	Casey, Megan		10/06/2026	10/07/2026
Cleaner Middle School	Jones, Nicholas		10/06/2026	10/08/2026
Teacher Aide Hart's Hill Elementary	Schmelcher, Rachael	Aide to Assistant	10/06/2026	10/07/2026
APPOINTMENT				
Teacher Aide Hart's Hill Elementary 9:00am – 3:30 pm Monday-Friday 10 month/yr. position Conditional, probationary appointment pending Civil Service pre-approval, fingerprinting and background check and 26- week probationary period.	Ajanovic, Elma	Grade 0.40, Step 3 $16.87/hr.	10/06/2026	10/07/2026
Senior Office Specialist 1 (Provisional) Deerfield Elementary 8:00am – 4:00pm Monday-Friday 11 month/yr. position Conditional, probationary appointment pending Civil Service pre-approval, fingerprinting and background check and 13- week probationary period.	DePaoli, Maria Rizzo	Grade 8, Step 8 $38,800 Pro-rated $35,431.16	10/06/2026	10/26/2026
Food Service Helper Hart's Hill Elementary 11:15am – 2:15 pm Monday-Friday 10 month/yr. position Conditional, probationary appointment pending Civil Service pre-approval, fingerprinting and background check and 26- week probationary period.	Knopka, Malia	Grade 1, Step 3 $16.60/Hr. Sub to PT	10/06/2026	10/07/2026

WHITESBORO CENTRAL SCHOOL DISTRICT
SCHOOL-RELATED PERSONNEL AGENDA
October 6 2026 Board of Education Meeting

SUBSTITUTE APPOINTMENT

Teacher Aide Substitute Hart's Hill Elementary Conditional, probationary appointment pending Civil Service pre-approval, fingerprinting and background check	Forino-Sardo, Nina	$16.00/Hr.	10/06/2026	10/07/2026
Clerk Substitute Hart's Hill Elementary Conditional, probationary appointment pending Civil Service pre-approval, fingerprinting and background check	Forino-Sardo, Nina	$16.10/Hr.	10/06/2026	10/07/2026
Cleaner Substitute District Wide Conditional, probationary appointment pending Civil Service pre-approval, fingerprinting and background check	Manna, Patrick	$16.00/Hr.	10/06/2026	10/07/2026

CHANGE OF STATUS

Bus Driver Bus Garage From Full-time to Part-time 6:20 am – 9:45 am Monday-Friday	Alsheimer, William	Grade 40, Step 4+1 $26.09	10/06/2026	10/05/2026

CHANGE IN HOURS

Teacher Aide Hart's Hill Elementary 12:00 pm – 2:30 pm Tues./Wed./Fri. **Decrease 1.0 Hr.**	Prezluke, Michele	Grade 0.40/Step 5 $17.35/Hr.	10/06/2026	10/07/2026