

**MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF EDUCATION**

SANDY CREEK CENTRAL SCHOOL DISTRICT  
SALISBURY STREET  
SANDY CREEK, NEW YORK

**Date:** March 13, 2025  
**Meeting:** Regular  
**Place:** Sandy Creek Board Room

**Board Members Present:**

John Shelmidine  
Heidi Metott  
Andrea Harris  
Michele Warner  
Kevin Halsey  
John Macklen

**Others Present:**

Kevin Seymour, Superintendent  
Cora Harvey, District Clerk  
Timothy Filiatrault, Elementary Principal  
Jessica Blair, Director of Curriculum, Instruction & Data  
Steven Newcombe, HS Principal  
Whitney Oak, School Psychologist

**Board Members Absent:**

Joseph Hathway

**CALL TO ORDER:**

John Shelmidine, Board President, called the meeting to order at 6:30 p.m. in the Board Room.

**PLEDGE OF ALLEGIANCE:**

All present recited the pledge of allegiance.

**PRESENTATION:**

Jackie Hobbs (Drama Club Advisor) and students conducted a presentation on the Drama Club.

**PUBLIC COMMENT:**

None.

**EXECUTIVE SESSION:**

None.

**CONSENT AGENDA CHANGES:**

It was moved by Macklen, seconded by Harris, to approve the following consent agenda change: (ITEM 6.7.4 added) RESOLVED, upon the recommendation of the Superintendent, to appoint the following **Volunteer Assistant Coaches** for the spring season for the 2024-2025 school year:

Shania Darling

Softball

6 yes, 0 no, 1 absent

Motion carried

**RECOMMENDED RESOLUTION:**

It was moved by Macklen, seconded by Harris, that the Sandy Creek Central School District Board of Education approves the Consent Agenda.

6 yes, 0 no, 1 absent

Motion carried

**APPROVAL OF MINUTES:**

The approval of the minutes of the Regular Board of Education Meeting held on February 13, 2025.

**APPROVAL OF THE CSE RECOMMENDATIONS:**

New York State Education Law and Part 200 of the Regulations of the New York State Commissioner of Education empower Boards of Education to provide suitable educational programs for students with disabilities, upon the recommendation of the Committee on Special Education. The Committee on Special Education has determined that the children listed on the attached possess disabilities to a degree sufficient to warrant placement in a Special Education Program. Based upon the committee's decision, the Board of Education accepts the Committee on Special Education's recommendations, and will provide these children with the appropriate programs.

**APPROVAL OF FINANCIAL REPORTS:**

To approve the Clerk and Treasurer's Report for the period of January 1, 2025 – January 31, 2025.

To approve the Extracurricular Treasurer's Report for the period of January 1, 2025 – January 31, 2025.

**APPROVAL OF AUTHORIZATIONS/ABOLISHMENTS:**

None.

**APPROVAL OF RESIGNATIONS/TERMINATIONS:**

To accept the **resignation of Caitlin White** from her position as a **HS After-School Program Teacher (Tuesdays/Thursdays)**, effective March 14, 2025.

*(Mrs. White's resignation is due to her obligations as the Golf Coach for the spring season.)*

To accept the **resignation of Scott Parish** from his position as the **Elementary After School Program Teacher (Tuesdays/Thursdays)**, effective March 31, 2025.

*(Mr. Parish's resignation is due to his obligations as the Track Coach for the spring season.)*

**APPROVAL OF POSITION LEAVES OF ABSENCE:**

To approve the **Medical Leave of Absence** for **Michelle Warner** from her position as a **Special Education Aide 12:1:1**. Mrs. Warner's leave will commence approximately April 3, 2025, and conclude June 27, 2025. Mrs. Warner plans to use accumulated sick leave during her absence, and is requesting leave under the Family Medical Leave Act once she has exhausted her time.

**APPROVAL OF APPOINTMENTS:**

To appoint **Karina Stewart** to the position of **Maternity Leave Replacement Elementary Teacher**, to commence on or about March 17, 2025, and concluding on or about June 27, 2025. Miss Stewart will be paid at the uncertified substitute rate until the issuance of her certification.

*(Cammie Holmes leave replacement.)*

To appoint **Alice Anderson** to the position of **Cook** (10-month, 7.50 hrs. per day), for a probationary period of 52 weeks, to commence March 24, 2025, and concluding May 18, 2026. Mrs. Anderson will be paid \$17.85 per hour, for an approximate pro-rated salary of \$8,434.13.

*(Position due to the resignation of Machela Sullivan.)*

To appoint **Angela VanNess** to the position of **Special Education Aide Leave Replacement**. This position will commence approximately April 3, 2025 and conclude approximately June 27, 2025. Ms. VanNess will be paid the substitute aide rate of \$15.50 per hour.

*(Michelle Warner's Leave Replacement.)*

To appoint the following **Volunteer Assistant Coaches** for the spring season for the 2024-2025 school year:

Shania Darling

**REPORTS:**

Jessica Blair presented on CDEP and school updates on curriculum and instruction.

John Shelmidine presented an update on the Oswego County BOCES Board of Education (CiTi).

John Shelmidine presented an update on the Oswego County School Boards Association.

John Shelmidine presented an update on the Central New York School Boards Association.

Tim Filiatrault placed the Principal report in the board packet and presented at the meeting.

Steven Newcombe placed the Principal report in the board packet and presented at the meeting.

Kevin Seymour presented the Superintendent's Report.

**DISCUSSION ITEMS:**

Cora Harvey discussed the 2025-2026 Budget.

Kevin Seymour discussed the *REVISED* Student/Athlete Handbook.

**ACTION ITEMS:**

It was moved by Harris, seconded by Halsey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the additions to the **2024-2025 Master List of Substitutes for Instructional Staff and Support Staff**, pending fingerprint approval.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Halsey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to **revise** the appointment of Thomas Artini to the position of Summer Marching Band Advisor (2025), to be paid at Step 13+14 for a total stipend of \$11,036, that was approved by the Board of Education on June 13, 2024, as part of the consent agenda, due to his impending retirement and Mr. Artini needing the necessary break in service to:

RESOLVED, upon the recommendation of the Superintendent, to appoint **Thomas Artini** to the position of **Summer Marching Band Advisor (2025)**, to be paid at Step 13+14, for a total stipend of \$11,036; and

WHEREAS, Mr. Artini is also employed by the District as a Music Teacher, and has notified the District he intends to retire effective June 27, 2025; and

WHEREAS, Mr. Artini intends to work with the marching band prior to the end of the 2024-2025 school year, as has historically occurred, and have a brief separation from employment for purposes of retirement, prior to resuming services as the Summer Marching Band Advisor for the remainder of the summer 2025 season.

Mr. Artini shall receive half of his stipend in the amount of \$5,518, for service prior to June 30, 2025, and shall receive the second half of his stipend in the amount of \$5,518 for service after July 2, 2025.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Halsey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the attached **REVISED Student/Athlete Handbook**.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Halsey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to **permanently appoint Brittany Willson** to the position of **District Treasurer**, effective March 14, 2025.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Halsey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to **authorize the District Clerk to publish a legal notice announcing the budget and board member election** as presented to the Board and announcing the public hearing to be held on Thursday, May 8, 2025 at 6:00 p.m. and the district vote on Tuesday, May 20, 2025 between the hours of 12:00 p.m. and 8:00 p.m.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Halsey, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to accept the resignation of **Joseph Hathway** from the **Board of Education** effective immediately.

6 yes, 0 no, 0 absent

Motion carried

**EXECUTIVE SESSION:**

It was moved by Macklen, seconded by Harris, to go in to executive session at 8:09 p.m. for reasons of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

6 yes, 0 no, 0 absent

Motion carried

It was moved by Macklen, seconded by Warner, to return from executive session at 8:30 p.m.

6 yes, 0 no, 0 absent

Motion carried

**ADJOURNMENT:**

It was moved by Harris, seconded by Halsey, to adjourn at 8:32 p.m.

6 yes, 0 no, 0 absent

Motion carried

**Future Board Meeting Dates**

Regular Meeting: Thursday, April 10, 2025

Special Meeting: **Tuesday**, April 29, 2025 (BOCES Admin Vote)

Respectfully Submitted,

Cora Harvey  
District Clerk