

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

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

Date: June 12, 2025
Meeting: Regular
Place: Sandy Creek Board Room

Board Members Present:

John Shelmidine
Michele Warner
Heidi Metott
Andrea Harris
Kevin Halsey

Others Present:

Kevin Seymour, Superintendent
Cora Harvey, District Clerk
Timothy Filiatrault, Elementary Principal
Steven Newcombe, MS/HS Principal
Ryan Jones
Megan Henry and her Father
Jacqueline Hobbs

Board Members Absent:

John Macklen

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:

None.

PUBLIC COMMENT:

None.

EXECUTIVE SESSION:

It was moved by Halsey, seconded by Harris, to go in to executive session at 6:31 pm, regarding 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.

5 yes, 0 no, 1 absent
Motion carried

It was moved by Halsey, seconded by Metott, to return from executive session at 6:50 p.m.

5 yes, 0 no, 1 absent
Motion carried

CONSENT AGENDA CHANGES:

None.

RECOMMENDED RESOLUTION:

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

5 yes, 0 no, 1 absent
Motion carried

APPROVAL OF MINUTES:

The approval of the minutes of the Regular Board of Education Meeting held on May 8 2025.

The approval of the minutes of the Special Board of Education Meeting held on May 20, 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 April 1, 2025 – April 30, 2025.

To approve the Extracurricular Treasurer's Report for the period of April 1, 2025 – April 30, 2025.

APPROVAL OF AUTHORIZATIONS/ABOLISHMENTS:

To **abolish** the position of **Support Monitor**, due to retirement and District needs, effective June 30, 2025.

To **abolish**, for reasons of economy, three teaching positions in the **Elementary Education** tenure area effective June 30, 2025. The Board of Education directs the Superintendent of Schools to provide the required notification of rights under Education Law §3013 to the affected teachers and place such teachers on a preferred eligible list for a period of seven (7) years for reappointment to a vacancy that may hereinafter arise for which such employees may otherwise be certified in the affected tenure area.

The persons having the least seniority in the tenure area of Elementary Education in ascending order are:

Ashley Walbroehl
Kristin Wood
Brittany Terry

To **abolish**, for reasons of economy, one teaching position in the **Pupil Personnel Services Tenure Area** (School Social Worker) effective June 30, 2025. The Board of Education directs the Superintendent of Schools to provide the required notification of rights under Education Law §3013 to the affected teacher and place such teacher on a preferred eligible list for a period of seven (7) years for reappointment to a vacancy that may hereinafter arise for which such may otherwise be certified in the affected tenure area.

The person having the least seniority in the tenure area of Pupil Personnel Services (School Social Worker) is:

Brittany Clark

To **abolish**, for reasons of economy, one teaching position in the **Business Education Tenure Area** (.29 FTE) effective June 30, 2025. The Board of Education directs the Superintendent of Schools to provide the required notification of rights under Education Law §3013 to the affected teacher and place such teacher on a preferred eligible list for a period of seven (7) years for reappointment to as vacancy that may hereinafter arise for which such may otherwise be certified in the affected tenure area.

The person having the least seniority in the tenure area of Business Education is:

Michele Miller

To **abolish**, for reasons of economy, one (1) **Special Education Aide** position, effective June 30, 2025. Per Civil Service procedure, the Special Education Aide will be placed on a preferred eligible list for a period of four (4) years for reappointment to as vacancy that may hereinafter arise. The persons having the least seniority in this area is:

Chelsea Cruse

To **abolish**, for reasons of economy, one (1) **Teacher Aide (2 hrs/day)**, effective June 30, 2025.
(Position currently held by Lisa Maggy.)

To **reduce**, for reasons of economy, the Confidential Staff position (per individual terms and conditions) of **Computer Services Assistant** (12 month, 7.50 hrs/day) to **Computer Services Assistant** (11 month, 7.0 hrs/day), effective July 1, 2025.
(Position currently held by William Shelmidine.)

To **reduce**, for reasons of economy, the Confidential Staff position (per individual terms and conditions) of **Account Clerk** (12 month, 7.50 hrs/day) to **Account Clerk** (11 month, 7.0 hrs/day), effective July 1, 2025.
(Position currently held by Brittany Haverlock.)

APPROVAL OF RESIGNATIONS/TERMINATIONS:

None.

APPROVAL OF LEAVE OF ABSENCE:

None.

APPROVAL OF APPOINTMENTS:

To appoint **Michele Miller** to the position of **Teacher Aide** (1.0 FTE), effective September 1, 2025, per District need. Ms. Miller will be paid \$19.73 per hour, for an approximate salary of \$25,185.35, based upon the Sandy Creek Support Staff Contract.
(Michele was previously a 0.71 FTE Teacher Aide.)

To appoint the following **Department Coordinators** for the 2025-2026 school year. *Stipend amounts are approximate and pending Board approval of Sandy Creek Teachers Association Contract.

	<u>Position</u>	<u>Stipend*</u>
Kimberly Manfredi	CSE Chair	\$11,435
Sara McNitt	Math	\$1,601
Christina Hunt	English	\$1,601
Theodore Krenrich	Science	\$1,601
Caitlin White	Social Studies	\$1,601
Scott Parish	Special Areas	\$1,601

To appoint **Megan Henry** to a teaching position to the special subject tenure area of **Music** for a probationary period of four years, to commence September 1, 2025, and concluding June 30, 2029, pending issuance of her initial certification. Salary will be \$49,150, based upon a Bachelor's Degree and zero graduate credit hours, per the Sandy Creek Teachers Association Contract.
(Position due to the retirement of Thomas Artini.)

To appoint the following **Teacher Mentor** for the 2025-2026 school year for an approximate stipend of \$933, pending approval of the Sandy Creek Teacher Association Contract:

Jacqueline Hobbs (Megan Henry)

To appoint the following **Advisors** for the 2025-2026 school year. *Stipend amounts are approximate and pending Board approval of the Sandy Creek Teachers Association Contract.

	<u>Position</u>	<u>Step</u>	<u>Stipend*</u>
Victor Correa	Summer Marching Band ('26)	1	\$5,128
Robert Ferguson	Yearbook	13+4	\$8,401
Deanna Santiago	Colorguard ('26)	2	\$3,598
Jacqueline Hobbs	Drama	8	\$4,306
Robert Ferguson	Community Service Coordinator	11	\$3,097
Jacqueline Hobbs	Show Choir	4	\$2,478
John DeGone	Science Technology Robotics	7	\$4,188
Charles Worden	Volunteer Assistant Science Technology Robotics		

Andrew Olin	Volunteer Assistant Science Technology Robotics		
James Connors	Assistant Yearbook	3	\$2,389
Brandie Norton	Drama Club – Assistant	4	\$2,478
Scott Parish	Arts and Education	9	\$1,623
Buffy Peterson	Elem. Student Council	13+4	\$2,172
Robert Ferguson	MS Student Council	1	\$1,151
Christina Hunt	HS Student Council	8	\$1,565
Rachel Allen	Battle of the Books Coordinator	12	\$1,800
Brandie Norton	Elem. Battle of the Books Co-Advisor	10	\$841
Brittany Whitton	Elem. Battle of the Books Co-Advisor	4	\$664
Kristen Dingman	MS/HS Battle of the Books	6	\$1,446
Cassandra Vallance	Varsity Club	1	\$1,151
Deanna Santiago	MS Honor Society	3	\$1,013
Kelly Halko	HS Honor Society	11	\$1,485
Judy Allen	Climate Committee Co-Advisor	11	\$742.50
Julie Ramus	Climate Committee Co-Advisor	3	\$506.50
Jacqueline Hobbs	Set Design – Drama Co-Advisor	5	\$565.50
Christina Weaver	Set Design – Drama Co-Advisor	5	\$565.50
Robert Ferguson	Prize Speaking	13+6	\$1,993
Christina Hunt	Whiz Quiz	4	\$1,071
Christina Hunt	OCAV	3	\$1,013
Robert Ferguson	History Club	8	\$1,308
Christina Weaver	Art Club	5	\$1,131
Kristin Vasquez	Foreign Language Club	1	\$895
Jonn Stoker	SADD	3	\$1,013
Brandie Norton	Spelling Bee	8	\$1,308
Jonn Stoker	Mock Trial Co-Advisor	5	\$565.50
Christina Hunt	Mock Trial Co-Advisor	1	\$447.50
Christina Hunt	Class of 2026 (Senior)		\$3,297
Kelly Halko	Class of 2026 (Senior)		\$3,297
Erin Gaffney	Class of 2027 (Junior)		\$1,831
Zachary Halsey	Class of 2027 (Junior)		\$1,831
Candice Clark	Class of 2028 (Sophomore)		\$1,099
Shelly Hathway	Class of 2028 (Sophomore)		\$1,099
Christina Hunt	Class of 2029 (Freshman)		\$1,099
Kelly Halko	Class of 2029 (Freshman)		\$1,099

To appoint the following **Fall Coaches** for the 2025-2026 school year: *Stipend amounts are approximate and pending Board approval of the Sandy Creek Teachers Association Contract.

	<u>Position</u>	<u>Step</u>	<u>Stipend*</u>
Matthew Soluri	Varsity Football	13+9	\$9,881
Jared Cook	1 st Assistant Varsity Football	13+3	\$6,029
David Swarthout	2 nd Assistant Varsity Football	4	\$4,310
Zachary Halsey	Modified Football	6	\$4,070
Anthony Stewart	Modified Football Assistant	2	\$2,803
James Connors	Varsity Girls Soccer	2	\$5,305
Zachary Frechette	Varsity Boys Soccer	2	\$5,305
Matthew White	Varsity Cross Country	2	\$5,305
Scott Parish	Modified Cross Country	3	\$3,716
Tanya VanOrnum	Varsity Cheerleading	13+8	\$9,589
William Benedict	Fall Weight Room Supervisor	13+10	\$2,899

To appoint the following **Community Weight Room Supervisors** for the 2025-2026 school year, to be paid \$58 per evening worked:

Kristina Carusone
Meghan Spicer

Tiarra Mintonye
Pamela LaCelle

Joseph Lasell

To appoint the following **Summer Food Service Helpers** for Summer 2025. Program runs July 7, 2025 to August 8, 2025 (Monday – Friday 7:30 am – 1:00 pm):

	<u>Approx Hours/Day</u>	<u>Approx. Salary</u>
Jessica Brown	5.50	\$2,739.00
Alice Anderson	5.50	\$2,552.00

To appoint **Brittany Willson** to the position of **Accountant/District Treasurer** for a probationary period of 52 weeks, to commence retroactive to May 1, 2025, and concluding April 30, 2026. Mrs. Willson will be paid in accordance with her Terms and Conditions.

(Mrs. Willson has recently met the Oswego County Civil Service Requirements of Accountant. Due to the HELP Program, this position is able to be filled non-competitively, with no exam.)

REPORTS:

Kevin Seymour presented on the Curriculum and Assessment (CDEP) committee and professional development.

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.

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

Board Member Metott asked a question in regards to graduation.

Board Vice President Warner asked a question in regards to Drivers Education and graduation banner.

Kevin Seymour presented the Superintendent's Report.

DISCUSSION ITEMS:

District-Wide Emergency Safety Plan posted and open for public comment until July 13, 2024.

Kevin Seymour presented Board Members Andrea Harris and Heidi Metott with Level One Board Achievement Awards, and President John Shelmidine with a Level Four Lifetime Achievement Award under NYSSBA's Board Excellence Recognition Program.

ACTION ITEMS:

It was moved by Harris, seconded by Warner, 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.

5 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the **2025-2026 Combined Hockey Agreement**.

5 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to have the **second reading and adopt** the following policy: **2245 – Ex Officio Student Member of the Board**.

5 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the attached **revised Reserve and Fund Balance Plan**.

5 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the **transfers from unassigned Fund Balance** to the NYS Employee's Retirement System (ERS) Reserve (up to \$233,801), the NYS Teacher's Retirement System (TRS) Reserve (up to \$150,007), and the Workers Compensation Reserve (up to \$7,095).

5 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the following resolution for **Specialty Bid Supplies** for the 2025-2026 school year:

WHEREAS, The School District named below desires to have the Oswego County Board of Cooperative Educational Services Area in New York (known as the Center for Instruction, Technology & Innovation [CiTi]), conduct specialty bids for services, equipment, supplies and other contract items, and

WHEREAS, The School District named below desires to have the Oswego County Board of Cooperative Educational Services/CiTi bid the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The School District named below wishes to appoint the Oswego County Board of Cooperative Educational Services/CiTi to work on behalf of the School District in the drafting of specifications, conducting of bids, accepting and opening bids, tabulating bids and providing the information to the Board of Education for the named School District who will make the awards; for which the name School District which will assume the responsibility, therefore

BE IT RESOLVED, That the Board of Education of the School District listed below hereby appoints the Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters relating above, and designates the Oswego County Board of Cooperative Educational Services/CiTi designated newspaper(s) as the legal publication(s) for all bid notifications and,

BE IT FURTHER RESOLVED, That the Board of Education of the School District listed below agrees to (1) abide by quality standards; (2) award contracts based on information provided from the bid and/or by CiTi; (3) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

5 yes, 0 no, 1 absent

Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the following resolution for the **Cooperative Purchasing Agreement** for the 2025-2026 school year:

WHEREAS, The Cooperative Purchasing Service is a plan of a number of public school districts in the Oswego County Board of Cooperative Educational Services Area in New York (known as the Center for Instruction, Technology & Innovation [CiTi]), to bid jointly equipment, supplies and contract items, and

WHEREAS, The Central School named below is desirous of participating with other districts in the Oswego County Board of Cooperative Educational Services/CiTi area in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The Central School named below wishes to appoint the Oswego County Board of Cooperative Educational Services/CiTi to advertise for bids, accept bids, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED, That the Board of Education of the Central School listed below hereby appoints Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters relating above, and designates the Oswego County Board of Cooperative Educational Services/CiTi designated newspaper(s) as the legal publication(s) for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Central School listed below authorizes the Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the Oswego County Board of Cooperative Educational Services/CiTi; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: **RESOLVED**, upon the recommendation of the Superintendent, to approve the following resolution for **Food and Cafeteria Supplies** for the 2025-2026 school year:

WHEREAS, It is a plan of a number of public school districts in the Oswego County Board of Cooperative Educational Services Area in New York (known as the Center for Instruction, Technology & Innovation [CiTi]), to bid jointly Cafeteria supplies including but not limited to food and paper items, and

WHEREAS, The Central School named below is desirous of participating with other districts in the Oswego County Board of Cooperative Educational Services/CiTi area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The Central School named below wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and awarding bids and reporting the results to the schools; therefore;

BE IT RESOLVED, That the Board of Education of the Central School listed below hereby appoints the Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters relating above, and designates the Oswego County Board of Cooperative Educational Services/CiTi designated newspaper(s) as the legal publication(s) for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Central School listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) abide by the Award of the Oswego County Board of Cooperative Educational Services/CiTi according to the recommendations of the committee; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: **RESOLVED**, upon the recommendation of the Superintendent, to approve the attached **Memorandum of Agreement** with the **Sandy Creek Support Staff Association** regarding 11-month support staff personnel.

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: **RESOLVED**, upon the recommendation of the Superintendent to approve the attached **Inter-Municipal Cooperative Agreement for Legal Services by Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES** for the 2025-2026 school year.

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the attached **agreement for use of two classrooms for the 2025 Extended School Year Program through CiTi** for one and a half months commencing July 10, 2025 and expiring midnight, August 20, 2025.

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the **Memorandum of Agreement for a new collective bargaining agreement from July 1, 2025 through June 30, 2028, with the Sandy Creek Central School District Teachers Association** and further, the Board of Education authorizes the Superintendent to sign the resulting bargaining agreement.

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the **Memorandum of Agreement for a new collective bargaining agreement from July 1, 2025 through June 20, 2028, with the Sandy Creek Central School District Administrators Association** and further, the Board of Education authorizes the Superintendent to sign the resulting bargaining agreement.

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **Holly Bradshaw** on tenure to the academic subject area of **Elementary**, effective September 1, 2025. Mrs. Bradshaw holds Professional Certification in Childhood Ed (Gr 1-6) and Early Childhood Ed (B-2).

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **Antonia Shirley** on tenure to the academic subject area of **Elementary**, effective September 1, 2025. Ms. Shirley holds an Initial Certification in Early Childhood Education (B-2) (exp. 8/31/27).

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **Kyla Roche** on tenure to the academic subject area of **Elementary**, effective September 1, 2025. Ms. Roche holds Initial Certifications in Childhood Ed (Gr 1-6) and Students w/Disabilities (Gr 1-6).

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **Brittany Terry** on tenure to the academic subject area of **Elementary**, effective June 30, 2025. Mrs. Terry hold Professional Certifications in Childhood Ed (Gr 1-6), Early Childhood Ed (B-Gr 2), and Literacy (B-Gr 6).

5 yes, 0 no, 1 absent
Motion carried

It was moved by Harris, seconded by Warner, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **Brittany Clark** on tenure to the special subject area of **Pupil Personnel Services** (School Social Worker), effective June 30, 2025. Mrs. Clark holds a Permanent Certification as a School Social Worker.

5 yes, 0 no, 1 absent
Motion carried

EXECUTIVE SESSION:

It was moved by Harris, seconded by Halsey, to go in to executive session at 7:38 p.m. regarding 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.

5 yes, 0 no, 1 absent

Motion carried

It was moved by Halsey, seconded by Harris, to return from executive session at 8:32 p.m.

5 yes, 0 no, 1 absent

Motion carried

ACTION ITEM:

It was moved by Halsey, seconded by Warner, to approve the following resolution: RESOLVED, to approve the **two-year extension of the Superintendent of Schools Contract (2023-2030)**, according to the terms provided as revised.

5 yes, 0 no, 1 absent

Motion carried

ADJOURNMENT:

It was moved by Harris, seconded by Metott, to adjourn at 8:33 p.m.

5 yes, 0 no, 1 absent

Motion carried

Future Board Meeting Dates

Regular Meeting & Re-Organizational Meeting: Thursday, July 10, 2025

Respectfully Submitted,

Cora Harvey
District Clerk