

**PROPOSED
MINUTES
of the**

**APPROVED MINUTES
October 19, 2022
REGULAR MEETING of the BOARD OF EDUCATION
of the
SUSQUEHANNA VALLEY CENTRAL SCHOOL DISTRICT
Held in the Senior High School, Room 11
Conklin, New York, County of Broome**

**MEMBERS
PRESENT:** Mrs. Mary Haskell
Mr. Jack Bell
Mrs. Johanna Burkhardt
Ms. Kelly Howe
Mr. Mark Leighton
Mr. Ryan Remza

MOTION Leighton

SECONDED Burkhardt

APPROVED 11/16/22

**MEMBERS
ABSENT:** Mrs. Suzanne Vimislik

**ALSO
PRESENT:** Mrs. Natalie Brubaker, Superintendent
Ms. Catherine Kacyvenski, Assistant Superintendent
Ms. Karen Mullins, District Clerk
Mr. Ethan Berry, Business Executive
Ms. Jill Rich, Donnelly Principal
Ms. Sydelle Steward, HS Principal
Ms. Jessica Bowerman, Brookside Principal
Ms. Stacey Martin-Stilloe, Donnelly Social Worker
Ms. Shannon Hogan, SVTA Representative
15 Students

Mrs. Mary Haskell, Board President, called the meeting to order at 6:00 pm.

RECORD OF ATTENDANCE – Mr. Leighton made a motion, seconded by Mr. Bell, to accept into record the attendance for the October 19, 2022, Regular Meeting of the Board of Education. Upon vote the motion was approved unanimously. (6 yeses)

APPROVAL OF MINUTES – Mr. Remza made a motion, seconded by Mr. Bell to approve the minutes of the September 21, 2022, Regular Meeting of the Board of Education. Upon vote the motion was approved unanimously. (6 yeses)

VOICE OF THE PUBLIC #1 – No Comments

NEW BUSINESS – No Report

FINANCIAL REPORT – Mr. Bell made a motion, seconded by Ms. Howe, that the Board acknowledges receipt of the September financial reports. Upon vote the motion was approved unanimously. (6 yeses)

SUPERINTENDENT'S REPORT – Mrs. Brubaker announced that Mr. Chuck Hutchinson will be returning to the district to cover the maternity leave of Mrs. Steward. She welcomed Catherine Kacyvenski to the district. Mrs. Brubaker reported that there are still many transportation concerns and hope with the hiring of a new bus driver and a couple others possible, this may improve soon. She stated that throughout all of the delays, etc., the parents have been wonderful and very accommodating. She reported that they will be meeting with staff to review the scope of work for the Capital Improvement Project, and will hold public hearings on 11/14 & 11/15. Mrs. Brubaker said that with the last couple years of Zoom classes and the number of students in homeschooling, we are now offering after school tutoring for any students taking Regents classes.

Presentation - Food Pantry – Ms. Stacey Martin-Stilloe presented the board with information to start a Food Pantry at Susquehanna Valley, organized by her and with distribution out of Donnelly. She said that there were many families

who did not have enough food and discussed food insecurities. She stated that there are currently 629 students who receive free or reduced lunches, and we have 51 students who utilize our backpack program. At the end of the presentation, the board gave their consent for Ms. Martin-Stilloe to go forth with the Food Pantry.

Presentation - Mr. Evan Cleveland, Insero & Co. CPA's, LLP, reviewed the 2021-22 External Audit Report and stated they were providing an unmodified opinion on the financial statements of the district and the district's internal control and compliance of regulations. They identified no instances of noncompliance and no material internal control weaknesses in both of these categories. Mr. Cleveland stated that the district looked very good financially.

Resolutions – Mr. Remza made a motion, seconded by Mr. Bell, to approve the following resolutions:

Resignations – that the following resignations be approved:

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Karin McGlynn	Cleaner Facilities	9/23/22
John Cizauskas	Bus Monitor Transportation	9/23/22

Leaves of Absence –

- The Superintendent recommends that Carolyn Mann, High School teacher, be granted an extension to her leave of absence through the remainder of the 2022-23 school year.
- The Superintendent recommends that Michael Vavra, Donnelly Elementary teacher, be granted a leave of absence from October 5, 2022, through January 2, 2023.
- The Superintendent recommends that Sydelle Steward, High School principal, be granted a leave of absence from on or about November 22, 2022, through January 18, 2023.

Non-Instructional Appointments – that the following non-instructional appointments be approved:

<u>Name</u>	<u>Position / Location</u>	<u>Rate of Pay</u>	<u>Effective Date</u>
Tracey Evans	Cleaner Facilities	As Per Contract	10/3/22
Sharon Platt	Food Service Helper Middle School	As Per Contract	10/20/22
Josie Henningsen	Food Service Helper Donnelly	As Per Contract	10/20/22
Kristyn DeNucci	LPN Brookside	As Per Contract	11/7/22
William Gaynor	Bus Driver Transportation	As Per Contract	10/14/22

Instructional Substitute Appointments – that the following instructional substitute appointments be approved:

<u>Name</u>	<u>Position</u>	<u>Rate of Pay</u>	<u>Effective Date</u>
Jody Fiorentino	Substitute Teacher – Certified	As Per Contract	10/20/22
Loren Carpenter	Substitute Teacher – Non-Certified	As Per Contract	10/20/22
Kerry Gallagher	Substitute Teacher – Non-Certified	As Per Contract	10/20/22
Amanda Wilson	Substitute Teacher – Non-Certified	As Per Contract	10/20/22
Shane Lomber	Substitute Teacher – Non-Certified	As Per Contract	10/20/22
Hannah Haskell	Substitute Teacher – Non-Certified	As Per Contract	10/20/22
Kaitlyn Stewart	Substitute Teacher – Non-Certified	As Per Contract	10/20/22
Nicholas Montwill	Substitute Teacher – Non-Certified	As Per Contract	10/20/22
Greg Kilburn	Substitute Teacher – Non-Certified	As Per Contract	10/14/22

Non-Instructional Substitute Appointments – that the following non-instructional substitute appointments be approved:

<u>Name</u>	<u>Position</u>	<u>Rate of Pay</u>	<u>Effective Date</u>
Kaitlyn Stewart	Substitute Teacher Aide	As Per Contract	10/20/22
Nicholas Montwill	Substitute Teacher Aide	As Per Contract	10/20/22

Athletic Department Appointments – that the following winter athletic department coaches be appointed:

<u>Position</u>	<u>Name</u>	<u>Salary</u>
Head Varsity Boys' Basketball	Matt Davern	As Per Contract
Head Varsity Girls' Basketball	Chad Freije	As Per Contract
Head Varsity Cheerleading	Katie Fedorwich	As Per Contract
Head Varsity B/G Bowling	Ray Lasky	As Per Contract

Head Varsity Boys' Swimming	Teresa Steflik	As Per Contract
Head Varsity Wrestling	Jesse Holton	As Per Contract
Head Varsity Indoor Track	Grace TabEEK	As Per Contract
Head Varsity Indoor Track	Matthew Schneider	As Per Contract
Assistant JV Boys' Basketball	Edward Lamoureux	As Per Contract
Assistant Mod Boys' Basketball	Anthony Ruffo	As Per Contract
Assistant JV Girls' Basketball	Ray Haskell	As Per Contract
Assistant Mod Girls' Basketball	Steven Randall	As Per Contract
Assistant Mod Girls' Basketball	Steve Haskell	As Per Contract
Assistant Modified Boys' Swimming	Shawna Barrett	As Per Contract
Assistant JV Wrestling	Trevor Farley	As Per Contract
Assistant Modified Wrestling	Zach Cook	As Per Contract
Assistant Diving Coach	Jordan Klym	As Per Contract

Budget Transfers – that the following budget transfers be approved :

<u>From</u>	<u>To</u>	<u>Amount</u>
A 2110.121-05-202	A 2110.120-04-201	\$27,120.00
A 1620.165-10-130	A 5510.165-07-65001	\$29,038.00
A 2110.121-05-202	A 5510.165-07-65001	\$28,200.00
A 2110.121-05-202	A 2110.154-06-203	\$16,500.00

Bid Openings – that the Susquehanna Valley Board of Education approve the Meat & Cheese Bid for the months of November – February and that it be awarded to the following vendors: Renzi Food Service, Ginsberg, Slate Foods, Headwater.

Donations – that the following donations be approved:

- that the Board of Education accept a donation from the Weis Markets, Weis4school program in the amount of \$400.00 for the support of the Middle School and hereby appropriates the amount into the General Fund as follows:
 - Use: \$400.00 to A 2110.450-05-202 (Middle School Ed – Materials & Supplies)
 - Source: \$400.00 to A2705 (Revenue – Gifts and Donations)
- that the Board of Education accept a donation from Visions Federal Credit Union in the amount of \$500.00 for the Visions Loves Educators Grant at the Middle School and hereby appropriates the amount into the General Fund as follows:
 - Use: \$500.00 to A 2810.450-05-452 (MS Guidance – Materials & Supplies)
 - Source: \$500.00 to A2705 (Revenue – Gifts and Donations)

Disposals – that the following disposals be approved:

- Whereas, the Susquehanna Valley School District has Ice Machine Tag# A00306786 that no longer have value to the district and since they are no longer used, let it be resolved that the Board of Education directs the Purchasing Agent to remove them from inventory. Furthermore, via this resolution the Board of Education authorizes the Purchasing Agent to: first sell them to a party willing to pay the highest price; second, if they cannot be sold, to donate them to another public school or charitable organization; and third if they cannot be sold or donated to dispose of them as trash or recycled.
- Whereas, the Susquehanna Valley School District has Single Door Refrigerator - SV asset tag #000410 that no longer has value to the district and since it is no longer used, let it be resolved that the Board of Education directs the district Purchasing Agent to remove it from inventory. Furthermore, via this resolution the Board of Education authorizes the Purchasing Agent to: first sell it to a party willing to pay the highest price; second, if it cannot be sold, to donate it to another public school or charitable organization; and third, if it cannot be sold or donated to dispose of it as trash or recycled.

Upon vote the motion was approved unanimously. (6 yeses)

External Audit Report – Mr. Leighton made a motion, seconded by Mr. Remza, that the 2021-22 External Audit Report submitted by Insero & Co. CPA's, LLP, and the associated Corrective Action Plan be accepted by the Susquehanna Valley Board of Education. Upon vote the motion was approved unanimously. (6 yeses)

Internal Audit Report Corrective Action Plan – Mr. Leighton made a motion, seconded by Mr. Bell, that the 2020-21 Internal Audit Report Corrective Action Plan be accepted by the Susquehanna Valley Board of Education. Upon vote the motion was approved unanimously. (6 yeses)

Resignation – Mr. Remza made a motion, seconded by Mr. Bell that the following resignation be approved:

<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>
Tina Miller-Rucky	Cleaner	10/26/22

Upon vote the motion was approved unanimously. (6 yeses)

2023-24 BOCES Services – Mrs. Howe made a motion, seconded by Mr. Bell, that the unit cost methodology is hereby approved for shared services with the Broome-Tioga Board of Cooperative Educational Services for the 2023-24 school year. Upon vote the motion was approved unanimously. (6 yeses)

ASSISTANT SUPERINTENDENT’S REPORT – Ms. Kacyvenski reported that she has been busy visiting classrooms and meeting with the leadership teams. She said that SV is a great community and she is proud to be here.

BOARD OF EDUCATION DEVELOPMENT REPORT – None

VOICE OF THE ADMINISTRATORS –

Mrs. Steward reported that they just finished the first five weeks and have tutoring and structural study hall for students who need it. She said that several seniors attend the Instant Decision field trip to SUNY Broome where they can be instantly admitted to SUNY Broome.

Mrs. Rich, Donnelly principal, thanked Mr. Schuldt and his department for making the building beautiful for the start of school. The opening was smooth, Curriculum Night had a record number of families attend. The PTA is holding a fall book fair and ice cream social Friday night and Trunk or Treat next Friday. Along with Brookside, she stated that five teams of fifth graders will be attending Engineering Day at BT BOCES.

In Mr. Snyder’s absence, Ms. Rich announced that the modified sports are in full swing, and the Middle School clubs and activities will be starting up this month. He congratulated the 39 seventh and eighth graders who qualified for National Junior Honor Society and will be honored on November 9th. Fall Fun Night will be held next Friday, and he thanked the Student Council for organizing and facilitating that event.

Mrs. Hogan, SVTA Representative, reported that the SVTA Craft Fair will be held on November 12, in the High School Gymnasium.

VOICE OF THE PUBLIC #2 – None

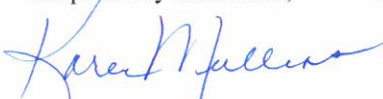
Executive Session – Mr. Remza made a motion, seconded by Mr. Bell, that the Board of Education meet in Executive Session to discuss personnel. Upon vote the motion was approved unanimously. (6 yeses)

- At 6:55 p.m. the Board recessed
- At 6:58 p.m. the Board met in Executive Session
- At 7:22 p.m. the Board returned to Regular Session

MOTION TO ADJOURN – Mr. Leighton made a motion, seconded by Mrs. Howe, that the meeting be adjourned. Upon vote the motion was approved unanimously. (6 yeses)

There being no further business, Mrs. Haskell adjourned the meeting at 7:23 p.m.

Respectfully submitted,



Karen A. Mullins
School District Clerk