

**PROPOSED  
MINUTES  
of the**

**APPROVED MINUTES  
September 20, 2023  
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  
Mrs. Suzanne Vimislik

MOTION Vimislik  
SECONDED Burkhardt  
APPROVED 10/18/23

**MEMBERS  
ABSENT:**

**ALSO  
PRESENT:** Ms. Natalie Brubaker, Superintendent  
Ms. Karen Mullins, District Clerk  
Mr. Ethan Berry, Business Executive  
Dr. Jill Rich, Donnelly Principal  
Mr. Zach Tarnowski, Asst. Principal HS  
Mr. Ralph Schuldt  
Ms. Shannon Hogan, SVTA Representative  
Ms. Stacy Stilloe  
12 Students

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

**RECORD OF ATTENDANCE** – Mr. Remza made a motion, seconded by Ms. Howe, to accept into record the attendance for the September 20, 2023, Regular Meeting of the Board of Education. Upon vote the motion was approved unanimously. (7 yeses)

**APPROVAL OF MINUTES** – Mrs. Vimislik made a motion, seconded by Mr. Bell to approve the minutes of the August 16, 2023, Regular Meeting of the Board of Education. Upon vote the motion was approved unanimously. (7 yeses)

**VOICE OF THE PUBLIC #1** – No Comments

**NEW BUSINESS** – No Report

**FINANCIAL REPORT** – Mr. Remza made a motion, seconded by Mr. Bell, that the Board acknowledges receipt of the July financial reports. Upon vote the motion was approved unanimously. (7 yeses)

Mrs. Burkhardt made a motion, seconded by Mrs. Vimislik, that the Board acknowledges receipt of the August financial reports. Upon vote the motion was approved unanimously. (7 yeses)

**SUPERINTENDENT'S REPORT** – Mrs. Brubaker reported that it was a smooth opening to school. She said that the new transportation routes are longer, and they are still working out some of the bugs. She reported that the third round of interviews for the Middle School principal will take place on October 2, and that the committee will put forth some names which will then go to another committee to pick a finalist to put forth to the superintendent and assistant superintendent. Mrs. Brubaker informed the board they will take the 2023-24 Board of Education picture before the board meeting. She discussed the regional elite hockey team and stated that we have no interested athletes at this time. The board decided that no action will be taken at this point. She told the board that there will be a BOCES Open House at 5 p.m. on 10/19 in the evening and 11/16 during the day. She showed a presentation from BOCES regarding a BOCES capital project with a public vote on November 29.

**Presentation – External Audit** - Mr. Conrad White, Insero & Co. CPA’s, LLP, reviewed the 2022-23 External Audit Report and stated they were providing a clean unmodified opinion on the financial statements of the district and the district’s internal control and compliance of regulations. The only issue found was the net cash resources, which most districts had as well, and they don’t see it as a big issue. Mr. White stated that the district looked very good financially.

**Presentation – Food Pantry** - Ms. Stacey Stiloe presented the board with information regarding the Food Pantry at Donnelly. She stated that from April to August of this year, they served 97 adults, 125 children and 15 seniors, and still have \$5796 to spend by year-end. She reported that she applied for a grant for a new freezer, and they now have a beautiful, large commercial freezer. She said that they have also provided 410 snacks for students, and that eighty percent of the students come to school without a snack.

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

Special Education Recommendations – that the Susquehanna Valley Board of Education:

- Authorize the 5 services recommended on the CPSE list dated 9/6/23
- Authorize the 4 services recommended on the CSE list dated 8/15 – 8/29/23

Resignation – that the following resignation be approved:

| <u>Name</u>    | <u>Position/Location</u>        | <u>Effective Date</u> |
|----------------|---------------------------------|-----------------------|
| Pamela Giguere | Food Service Helper<br>Donnelly | 8/28/23               |

Leaves of Absence – that the following leaves of absences be approved:

- The Superintendent recommends that Nicole Manning, Donnelly Elementary teacher, be granted a medical leave of absence from on or about October 16, 2023, and return January 3, 2024.
- The Superintendent recommends that Diana Drew, High School teacher, be granted a personal leave of absence from October 5, 2023, and return September 5, 2024.

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

| <u>Name</u>          | <u>Position / Location</u>                        | <u>Rate of Pay</u> | <u>Effective Date</u> |
|----------------------|---|--------------------|-----------------------|
| Nelissa Rupe         | Director of Transportation<br>Transportation      | As Per Contract    | 9/5/23                |
| Rebecca Mayglothling | Library Clerk ( <i>Provisional</i> )<br>Brookside | As Per Contract    | 9/5/23                |
| Dustin Bailey        | Food Service Helper<br>Donnelly                   | As Per Contract    | 9/21/23               |
| Tara Davies          | Food Service Helper<br>RTS/HS                     | As Per Contract    | 9/21/23               |
| James Wood           | Cleaner<br>RTS                                    | As Per Contract    | 9/21/23               |
| Cory Damorier        | Cleaner<br>Brookside                              | As Per Contract    | 9/21/23               |

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> |
|----------------------|------------------------------------|--------------------|-----------------------|
| Beth Bieber          | Substitute Teacher – Certified     | As Per Contract    | 9/21/23               |
| Debra Hartley        | Substitute Teacher – Certified     | As Per Contract    | 9/21/23               |
| Shannon Meilunas     | Substitute Teacher – Certified     | As Per Contract    | 9/13/23               |
| Rebecca Mayglothling | Substitute Teacher – Non-Certified | As Per Contract    | 9/5/23                |
| Sophia Esposito      | Substitute Teacher – Non-Certified | As Per Contract    | 9/21/23               |

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> |
|--------------------|---|--------------------|-----------------------|
| Roland Doig        | Substitute Bus Driver                         | As Per Contract    | 9/21/23               |
| Catherine Reynolds | Substitute Laborer<br>Substitute Teacher Aide | As Per Contract    | 9/21/23               |

Activity Advisors – that the appointment of paid activity advisors be approved as listed:

| <u>Position</u> | <u>Name(s)</u>                             | <u>Stipend</u>  |
|-----------------|--|-----------------|
| Art Show        | <u>Senior High School</u><br>Joyce Russell | As Per Contract |

|                              |                          |                 |
|------------------------------|--------------------------|-----------------|
| Art Show                     | Bassem Eldakar           | As Per Contract |
| Class of 2024                | Karen Lyke               | As Per Contract |
| Class of 2024                | Stacey Root              | As Per Contract |
| Class of 2025                | Dan Simonds              | As Per Contract |
| Class of 2025                | Elizabeth Strnatka       | As Per Contract |
| Class of 2026                | Hailie Balachick         | As Per Contract |
| Class of 2026                | Alyson Herman            | As Per Contract |
| Class of 2027                | Mackenzie Barker         | As Per Contract |
| Class of 2027                | Jenn Potter              | As Per Contract |
| HS Drama                     | Jenn Perkins             | As Per Contract |
| HS Drama                     | Shirley Goodman          | As Per Contract |
| E-Sports                     | Steve Hine               | As Per Contract |
| French                       | Sharon Rowe              | As Per Contract |
| Games Club                   | Patricia Westgate        | As Per Contract |
| Jazz Ensemble                | Steve Hine               | As Per Contract |
| Mathletes                    | Bill Egan                | As Per Contract |
| Mock Trial                   | Jody Butts               | As Per Contract |
| Mock Trial                   | Margaret Collins         | As Per Contract |
| Model UN                     | Jody Butts               | As Per Contract |
| Model UN                     | Laura Retzlaff           | As Per Contract |
| National Honor Society       | Elizabeth Strnatka       | As Per Contract |
| National Honor Society       | Karen Lyke               | As Per Contract |
| Odyssey of the Mind          | Mike Pixley              | As Per Contract |
| Peer Leaders                 | Heather Fitzgerald       | As Per Contract |
| Peer Leaders                 | Lauren DiRusso           | As Per Contract |
| Percussion Ensemble          | Meggan Olds              | As Per Contract |
| SADD                         | Karen Lyke               | As Per Contract |
| SADD                         | Jennifer Potter          | As Per Contract |
| HS Spanish Club              | Brooke Bianucci          | As Per Contract |
| HS Spirit                    | Alex Alford              | As Per Contract |
| HS Spirit                    | Jessica Esperon-Meneilly | As Per Contract |
| String Quartet/Saber Strings | Eileen Miller            | As Per Contract |
| HS Student Council           | William Egan             | As Per Contract |
| HS Student Council           | Rachel Heslin            | As Per Contract |
| SV Identity Club             | Laura Mecca Retzlaff     | As Per Contract |
| SV Identity Club             | Joyce Russell            | As Per Contract |
| Volleyball (Boys)            | Courtney Kerrick         | As Per Contract |
| Volleyball (Boys)            | Colin Staiger            | As Per Contract |

#### **RTS Middle School**

|                       |                  |                 |
|-----------------------|------------------|-----------------|
| Art Show              | Bassem Eldakar   | As Per Contract |
| Art Show              | Bridget Ray      | As Per Contract |
| E-Sports              | Steven Hine      | As Per Contract |
| Honor Society         | Jessica Wright   | As Per Contract |
| Mathways to the Stars | Lorraine Buckley | As Per Contract |
| Mathways to the Stars | Mike Pixley      | As Per Contract |
| Mathways to the Stars | Bill Egan        | As Per Contract |
| Student Council       | Jennifer Perkins | As Per Contract |
| Student Council       | Teresa Steflik   | As Per Contract |
| YES! Leads            | Stacey DiRenzo   | As Per Contract |
| YES! Leads            | Bill Leudeman    | As Per Contract |

#### **Brookside Elementary**

|              |                  |                 |
|--------------|------------------|-----------------|
| Math Night   | Jennifer King    | As Per Contract |
| PARP         | Kellyn Chapman   | As Per Contract |
| Science Fair | Jennifer Gaffney | As Per Contract |
| Art Show     | Christine Sumner | As Per Contract |
| Fitness Club | Melissa Simpson  | As Per Contract |

Donnelly Elementary

|                     |               |                 |
|---------------------|---------------|-----------------|
| Art Show            | Bridget Ray   | As Per Contract |
| Math Night          | Steve Haskell | As Per Contract |
| PARP Advisor        | Laura Pilotti | As Per Contract |
| Odyssey of the Mind | Laura Pilotti | As Per Contract |

Extra Class Stipends – that the following extra class stipends be approved:

| <u>Name</u>       | <u>Position</u>   | <u>Effective Date</u> |
|-------------------|---|-----------------------|
| William Egan      | 6 <sup>th</sup> Class – AP Physics - Full Year                                      | As Per Contract       |
| Bassem Eldakar    | 6 <sup>th</sup> Class – Media Arts – Full Year                                      | As Per Contract       |
| Daniel Fitzgerald | 6 <sup>th</sup> Class – AP American History/SUNY Broome<br>Hist 130/131 - Full Year | As Per Contract       |
| Joyce Russell     | 6 <sup>th</sup> Class – Studio Art - Full Year                                      | As Per Contract       |
| Colin Staiger     | 6 <sup>th</sup> Class – AP Chemistry - Full Year                                    | As Per Contract       |

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

| <u>Position</u>                   | <u>Name</u>      | <u>Salary</u>   |
|-----------------------------------|------------------|-----------------|
| Assistant JV Boys' Basketball     | Robert Tinsley   | As Per Contract |
| Assistant Mod Boys' Basketball    | Anthony Ruffo    | As Per Contract |
| Assistant Mod Boys' Basketball    | Samual Chapman   | 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 |
| Assistant Cheerleading coach      | Colleen McCarthy | As Per Contract |

Athletic Department Appointment – that the following athletic department appointment be approved:

| <u>Name</u>    | <u>Position</u> | <u>Rate of Pay</u> | <u>Effective Date</u> |
|----------------|-----------------|--------------------|-----------------------|
| Caleb Thompson | Lineup          | As Per Contract    | 2023-24 School Year   |

Donation – that the Board of Education accept a donation from DonorsChoose.org for two Resin Adirondack Chairs valued at \$303.38.

Upon vote the motion was approved unanimously. (7 yeses)

**Substitutes United in Broome Contract** – Mrs. Burkhardt made a motion, seconded by Mr. Remza, that the Susquehanna Valley Board of Education approve the funds for the contract between the District and the Substitutes United in Broome for the school years July 1, 2023, through June 30, 2026.

Upon vote the motion was approved unanimously. (7 yeses)

**SEQRA #1 – 2023 Small Cap Project** – Mr. Leighton made a motion, seconded by Mr. Remza, BE IT RESOLVED, that the Susquehanna Valley Central School District Board of Education, hereby declares the Susquehanna Valley Central School District as the Lead Agency for purposes of the State Environmental Quality Review Act and regulations (SEQRA), associated with the 2023 Small Cap Project.

Upon vote the motion was approved unanimously. (7 yeses)

**SEQRA #2 2023 Small Cap Project** – Mr. Leighton made a motion, seconded by Ms. Howe, WHEREAS, the Susquehanna Valley Central School District Board of Education (the “Board”) has considered the effect upon the environment of the proposed 2023 Small Cap Project listed in the State Environmental Quality Review Act Process Record Sheet submitted at this meeting, and WHEREAS, the Board has received and reviewed the State Environmental Quality Review Act Process Record Sheet prepared and submitted in connection with the Project, now therefore BE IT RESOLVED, that the Susquehanna Valley Central School District Board of Education, acting as Lead Agency for purposes of the State Environmental Quality Review Act and regulations (SEQRA), hereby determines that the

Project is a Type II action which will not have a significant impact on the environment and is not subject to review under SEQRA.

Upon vote the motion was approved unanimously. (7 yeses)

**Resignations** – Mrs. Vimislik made a motion, seconded by Mr. Bell, that the following resignations be approved:

| <u>Name</u>  | <u>Position</u> | <u>Rate of Pay</u> | <u>Effective Date</u> |
|--------------|-----------------|--------------------|-----------------------|
| Sarah DeVaul | Cleaner         | Middle School      | 8/20/23               |
| James Button | Maintenance     | Facilities         | 10/13/23              |

Upon vote the motion was approved unanimously. (7 yeses)

**BOARD OF EDUCATION DEVELOPMENT REPORT** – None

**ASSISTANT SUPERINTENDENT’S REPORT** – None

**VOICE OF THE ADMINISTRATORS** – Mr. Tarnowski reported that the Freshman Orientation was a great success with the older students giving the freshman tours of the building. He said that Jerah Reeves from Binghamton University was here for Second Friday, and they recently held Chalk a Walk for Mental Health. He said that Saber Spirit Fridays will be taking place with all students and staff wearing blue and gold. Spirit Week and homecoming will be the second week of October, and the Post Prom Golf Tournament will be at Conklin Players Club this year and they already have a lot of interest.

Mr. Schuldt thanked his staff for all of their hard work preparing the buildings and grounds for the opening of school. He said that they continue to meet regarding the capital project and hope to start construction in the spring.

Dr. Rich stated that it was a smooth school opening this year, and that the separate pre-K and kindergarten session made for a less chaotic day. She said that there will be Saber Spirit Fridays in all four buildings, and that the PTA has purchased t-shirts for those students who don’t have blue and gold to wear. She reported that, once again, she will be participating in the Making Strides Against Breast Cancer Walk on October 15 and welcomed everyone to join her.

**VOICE OF THE PUBLIC #2** – None

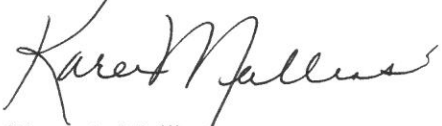
**Executive Session** – Mrs. Burkhardt made a motion, seconded by Mr. Remza that the Board of Education meet in Executive Session to discuss personnel. Upon vote the motion was approved unanimously. (7 yeses)

- At 7:18 p.m. the Board recessed
- At 7:20 p.m. the Board met in Executive Session
- At 7:43 p.m. the Board returned to Regular Session

**MOTION TO ADJOURN** – Mr. Remza made a motion, seconded by Mr. Bell, that the meeting be adjourned. Upon vote the motion was approved unanimously. (7 yeses)

There being no further business, Mrs. Haskell adjourned the meeting at 7:44 p.m.

Respectfully submitted,



Karen A. Mullins  
School District Clerk

