



March 31, 2025 at 6:00pm  
Regular Meeting of the ESM Board of Education  
Fremont Elementary School Community Cafe'

II-A-4880  
04/21/2025

## REGULAR MEETING

**Board of Education Present:** Mrs. Diana Abdella, Mr. John Albanese, Mrs. Tracy Callahan, Mrs. Leah Cushing, Mrs. Kay Gallery, Mr. D. Paul Waltz.

**Board of Education Absent:** Mrs. Lori Aird, Mrs. Susan Cain, Mrs. Deborah Kolod.

**Administrative Personnel Present:** Dr. Donna DeSiato, Supt.; Mr. Grenardo Avellino, Deputy Supt.; Mrs. Katherine Skahen, Exec. Dir. of School Bus. Admin./Clerk; Ms. Pamela Buddendeck, Executive Director of Employee Engagement & Accountability; Mr. N. Shane Hacker, Exec. Dir. of Curriculum, Learning & Assessment; Mr. John Young, Director of Facilities; Mrs. Meghan Thomas, Director of Counseling, Youth Development & Leadership.

**Other Present:** Mr. Michael Rood, District Treasurer; Mrs. Marcia Kelley, SIO; Mrs. Carolyn Scott, ESMUT.

**Interested Citizens:** 40

MR. D. PAUL WALTZ, PRESIDENT, CALLED THE REGULAR MEETING TO ORDER AT 6:00 PM AT FREMONT ELEMENTARY SCHOOL.

## PLEDGE OF ALLEGIANCE

## SPECIAL PRESENTATIONS/RECOGNITIONS:

- A. Fremont Elementary School Improvement Team Highlight: *Our Pathways to Learning*
- B. Golden Spartan Award

## REPORTS:

- A. Acceptance of Minutes  
March 10, 2025 Regular Meeting
- B. President/Vice President/Board Member Reports  
Board of Education Retreat: May 5, 2025, 6:00pm - CHS Career Center  
ESM Education Foundation Chicken Bar-B-Que: May 20, 2025 - CHS  
CNYSBA 42nd Annual Dinner Meeting: May 29, 2025, 5:30pm - The Lodge, Skaneateles

C. Superintendent Reports

Park Hill Early Childhood Programs

ESM Comprehensive School Counseling Plan Overview

ESM Community Cafe's on Social Media, Screen Time and Student Well-Being

2025-2026 Superintendent's Proposed School Budget Presentation

Recommendation of Independent Audit Firm

2025-26 Capital Outlay Project SEQRA

Assignment Change(s) (FYI):

Name	From	To	Effective
Kimberly Liedka	Elem. (Grd 5) Teacher @ East Syracuse Elementary	Learning Support Teacher @ East Syracuse Elementary	8/28/2025
Stephanie Rhyde	Elem. (Grd 5) Teacher @ Minoa Elementary	Learning Support Teacher @ Minoa Elementary	8/28/2025
Karen Dooling	Elem (Grd 2) Teacher @ Woodland Elementary	Learning Support Teacher @ Woodland Elementary	8/28/2025

Staffing Transfer(s) (FYI):

Name	From	To	Effective
Christopher Staub	Social Studies Teacher @ Pine Grove Middle School	Social Studies Teacher @ Central High School	8/28/2025

“RESOLVED BY MR. ALBANESE, SECONDED BY MRS. GALLERY THAT, the Reports A – C, as recommended by the Superintendent be approved.”

Ayes – 6, Nays – 0, Motion Carried

**FIFTEEN MINUTE PERIOD:** No one spoke

RESOLVED BY MRS. CUSHING, SECONDED BY MRS. GALLERY THAT, IN ACCORDANCE WITH PUBLIC OFFICER'S LAW SECTION 96, SUBDIVISION I, THE BOARD ADJOURN TO EXECUTIVE SESSION FOR COLLECTIVE BARGAINING AT 8:14 PM.” ATTENDING WAS, DR. DONNA DESIATO, SUPERINTENDENT; MRS. KATHERINE SKAHEN, EXECUTIVE DIRECTOR OF SCHOOL BUSINESS ADMINISTRATION; MRS. PAMELA BUDDENDECK, EXECUTIVE DIRECTOR OF EMPLOYEE ENGAGEMENT & ACCOUNTABILITY; MR. DONALD BUDMEN, ATTORNEY.

Ayes –6, Nays - 0, Motion Carried

“RESOLVED BY MRS. GALLERY, SECONDED BY MRS. CALLAHAN THAT, THE EXECUTIVE SESSION BE ADJOURNED AT 8:32 PM.”

**ACTION ITEMS:**

A. Notice of Annual Meeting, Vote Propositions and Election Personnel Appointments

**NOTICE OF ANNUAL MEETING**

“BE IT RESOLVED by the Board of Education (the Board) of the East Syracuse Minoa Central School District, Onondaga County, New York (the District), as follows: Section 1. That the annual budget hearing will be held on May 12, 2025 at 6:00 p.m. for the purpose of discussing expenditure of funds for the 2025-2026 school year and the budgeting thereof. The hearing is open to the public and will be held at the Central High School located at 6400 Fremont Road, in the Town of Manlius, New York. Any updated information about access and location will be published on the School District’s website at <https://www.esmschools.org/> when available and questions may also be directed to the District Clerk at 315-434-3004, or [kskahen@esmschools.org](mailto:kskahen@esmschools.org).

Section 2. That voting upon (i) the 2025-2026 annual school budget; (ii) any additional propositions, and (iii) the election of members of the Board will take place on May 20, 2025 at the High School gymnasium, between the hours of 12:00 noon and 9:00 p.m., and that such voting shall be by voting machine or paper ballots.

Section 3. That the School District Clerk is hereby authorized to publish the legal notices as specified by law and to amend such notice from time to time as, in her discretion, such amendment may be required by law.

Section 4. This resolution shall take effect immediately.”

**VOTE PROPOSITIONS**

“BE IT RESOLVED, by the Board of Education of the East Syracuse Minoa Central School District as follows:

Section 1. The District hereby determines that the acquisition of four (4) full-size school buses with wheelchair lift and two (2) SUV passenger vehicles constitutes a Type II Action pursuant to Parts 617.5(c)(10) and 617.5(c)(31) of the Regulations and as such is not subject to review under SEQRA.

Section 2. The propositions hereinafter set forth are hereby authorized to be submitted for the approval of the qualified voters at the annual vote and election to be conducted on May 20, 2025.

Section 3. The District Clerk is hereby authorized and directed to include as a part of the notice of the annual district meeting and election notice the propositions in substantially the following form:

NOTICE IS HEREBY FURTHER GIVEN THAT, at said Annual Vote and Election to be held on May 20, 2025 the following propositions will be submitted:

**Proposition 1: BUDGET**

“RESOLVED, that the Board of Education of the East Syracuse Minoa Central School District be and hereby is authorized to expend the sum of \$107,312,000 as general fund appropriation for the school year 2025-2026 and to levy the necessary tax therefor.”

**Proposition 2: PURCHASE OF SCHOOL BUSES**

“Shall the Board of Education of the East Syracuse Minoa Central School District be authorized to purchase four (4) full-size school buses with wheelchair lift; and two (2) SUV passenger vehicles, including necessary furnishings, fixtures and equipment and all other costs incidental thereto, and expend a total sum not to exceed \$1,200,000, which is estimated to be the total maximum cost thereof, and pay for such vehicles by using \$800,000 from the 2016 Bus Purchase Reserve Fund together with the remaining necessary balance not to exceed \$400,000 paid from 2025-2026 budget appropriations.”

**Proposition 3: EAST SYRACUSE FREE LIBRARY**

“Shall the annual appropriation for the East Syracuse Free Library be increased from \$361,036 to \$368,256 and shall the Board of Education of the East Syracuse Minoa Central School District be authorized to collect such sum by a tax levy.”

**Proposition 4: MINOA FREE LIBRARY**

“Shall the annual appropriation for the Minoa Free Library be increased from \$285,000 to \$290,700 and shall the Board of Education of the East Syracuse Minoa Central School District be authorized to collect such sum by a tax levy.”

“NOTICE IS FURTHER GIVEN that qualified voters may apply for absentee ballots or early vote ballots. Applications for absentee or early vote ballots may be obtained at the office of the School District Clerk at 407 Fremont Road, East Syracuse, NY. Any such applications must be received by the District Clerk at least seven (7) days before the date of the vote and election if the ballot is to be mailed to the voter, or the day before the vote and election if the ballot is to be delivered personally

to the voter. Absentee or early vote ballots must be received at the District Office by 5:00 PM on May 20, 2025. A list of all persons to whom absentee voters' ballots shall have been issued shall be available for public inspection in the office of the School District clerk during regular office hours each of the five days prior to the election, except Sundays, and shall also be posted at the polling place at the election of members of the Board of Education.”

“NOTICE IS FURTHER GIVEN that military voters who are qualified voters of the School District may apply for a military ballot by requesting an application from the District Clerk at 315-434-3004 or kskahen@esmschools.org. For a military voter to be issued a military ballot, the District Clerk must have received a valid ballot application no later than 5:00 pm on April 24, 2025. In a request for a military ballot application or ballot, the military voter may indicate their preference for receiving the application or ballot by mail, facsimile transmission or electronic mail.”

**Section 4.** The Clerk of the School District is hereby authorized and directed in the name and on behalf of the District to do all acts and things necessary, following the advice and counsel of the District's Attorney and the District's Bond Counsel, to comply with all applicable laws, regulations and executive orders relating to the Annual Meeting to be held on May 20, 2025, and to do all other acts as may be necessary, or in the opinion of the District's Attorney and the District's Bond Counsel, desirable or proper to effectuate the purposes of the foregoing Resolution and to cause compliance by the District with all applicable laws, regulations and executive orders relating to the notice of, and procedural steps to be taken in connection with such Annual Meeting.

**Section 5.** This resolution shall take effect immediately.”

**ELECTION PERSONNEL APPOINTMENTS**

“NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the East Syracuse Minoa Central School District, Onondaga County, New York, as follows:

Section 1. The following named qualified voters are appointed as officers of the special District Meeting and Annual Budget Vote and election of board members referred to in the preambles hereof as follows:

Chairperson & Chief Inspector: Linda Deyo  
Deputy Chairperson/Deputy Chief Inspector: Linda Stoddard 12-3  
Deputy Chairperson/Deputy Chief Inspector: Gina McGinn 3-6  
Deputy Chairperson/Deputy Chief Inspector: Marybeth Vasiloff 6-9  
Clerk: Katherine Skahen Deputy Clerk: Tracy Lothridge

Section 2. The following named qualified voters are hereby appointed to act as inspectors and assistant clerks of the Annual Budget Vote and election of Board members:  
Cyndee Brazill, Michelle Costello, Linda Deyo, Bess Kirnie, Gina McGinn,  
Michael Rood, Linda Stoddard, Karen Stuper, Marybeth Vasiloff, Susan Wysocki.

Section 3. This resolution shall take effect immediately.”

“RESOLVED BY MRS. CALLAHAN, SECONDED BY MR. ALBANESE THAT,  
the Action Item A, as recommended by the Superintendent, be approved.”

Ayes – 6, Nays – 0, Motion Carried

B. Recommendation of Independent Audit Firm

“RESOLVED THAT, the firm of D’Arcangelo & Company, LLP be hereby appointed as Independent Audit Firm for the audit of fiscal years ending June 30, 2025 – June 30, 2027 with a two (2) year option for extension.”

“RESOLVED BY MRS. CUSHING, SECONDED BY MRS. CALLAHAN THAT, the Action Item B, as recommended by the Superintendent, be approved.”

Ayes – 6, Nays – 0, Motion Carried

C. 2025-26 Capital Outlay Project SEORA

“**WHEREAS**, the Board of Education of the East Syracuse Minoa Central School District (the “Board”) has considered the effect upon the environment of the proposed 2025-2026 Capital Outlay Project work, including but not limited to the following:

Flooring replacement at the High School, and work incidental thereto.”

“**WHEREAS**, the Board has reviewed the scope of the project and has further received and considered the advice of its architects, King + King, with respect to the potential for environmental impacts resulting from the proposed action; and

**WHEREAS**, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c), now therefore;

**BE IT RESOLVED**, by the Board of Education as follows:

1. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617, the State Environmental Quality Review Act, (SEQRA).
2. The Board hereby determines the Proposed Action as a Type II action in accordance with the SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.”

“RESOLVED BY MRS. GALLERY, SECONDED BY MR. ALBANESE THAT, the Action Item, C, as recommended by the Superintendent, be approved.”

Ayes – 6, Nays – 0, Motion Carried

**CONSENT AGENDA:**

Treasurer’s Report (Feb-25)  
Extra Classroom Activity Fund Reports CHS/PGMS (Feb-25)  
Appropriation Status Report (Feb-25)  
Budget Transfers (Feb-25)  
Revenue Status Report (Feb-25)  
Accounts Payable Warrant Reports #34, #36  
Payroll Warrant Reports #33, #33 Revised, #35  
2025-2026 Board of Education Meeting Dates  
Donations  
Overnight Field Trip Request

“RESOLVED BY MR. ALBANESE, SECONDED BY MRS. ABDELLA, THAT, the Consent Agenda, as recommended by the Superintendent, be approved.”

Ayes –6, Nays – 0, Motion Carried

**PERSONNEL ITEMS:**

A. Retirements

Susan Kowalski, Librarian - Pine Grove Middle School, Eff. 7/1/2025  
Susan Padjen, Librarian - Central High School, Eff. 7/1/2025  
Barbara Panarites, Teacher Aide (office) - Pine Grove Middle School, Eff. 7/1/2025

B. Resignations

Colleen Osterman, English Teacher - Central High School, Eff. 7/1/2025  
Kristen Caruana, Teaching Assistant (Pre-K) - Park Hill School, Eff. 4/1/2025  
Kerri Burr, Typist 2 - Park Hill School (Special Education Dept.), Eff. 4/1/2025  
Pete Moore, Volunteer Coach - Girls Lacrosse, Eff. 4/1/2025

C. Appointments

Administrative, Interim Coordinator Appointment

“RESOLVED THAT, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints, Valerie DiFlorio as Interim Coordinator for Special Education Support for a term commencing on April 7, 2025 until June 30, 2025.”

Instructional, Four-Year Probationary Appointment

“BE IT RESOLVED THAT, the Board of Education for the East Syracuse Minoa Central School District hereby appoints the following probationary employee(s):

Kristen Caruana, Pre-K Teacher - Park Hill School, Eff. 04/01/2025-03/31/2029

The probationary period expiration date will depend on the individual’s APPR ratings. To receive tenure, the individual must receive an overall APPR rating of effective or highly effective in at least three (3) of the four (4) preceding years. Probationary employees who receive an ineffective APPR rating in their final year of probation will not be eligible for tenure at that time.”

Instructional, Annual Part-Time Appointment

Jennifer Kirchoff, Student Success Specialist (0.4FTE) - Central HS, Eff. 4/1/2025-6/30/2025

Non-Instructional, Provisional Appointments

Morgan Mitchell, Athletic Program Coordinator - Central HS (Athletic Dept.), Eff. 4/7/2025

Kerri Burr, School Secretary I - Park Hill School (Special Edu. Dept.), Eff. 4/1/2025

2024-2025 Spring Season Coach Appointment

David Richmond - Weight Training-HS (PM)

Pete Moore - Assistant Coach Girls Lacrosse, Eff. 4/1/2025 through 6/6/2025

2024-2025 Volunteer Coach Appointment

Jason Fahy - Outdoor Track (Boys and Girls)

D. Amended Substitute List

“RESOLVED THAT, the enclosed amended substitute list dated 03/31/2025, be approved.”

“RESOLVED BY MRS. GALLERY, SECONDED BY MRS. ABDELLA THAT, Personnel Items A-D, as recommended by the Superintendent, be approved.”

Ayes –6, Nays – 0, Motion Carried

E. Tentative Agreement

“RESOLVED THAT, the Tentative Agreement between the East Syracuse Minoa Board of Education and the ESM United Teachers Local #2623, effective 7/1/2025 through 6/30/2029, as outlined in the enclosed memorandum and recommended by the Superintendent, be approved.”

“RESOLVED BY MRS. CALLAHAN, SECONDED BY MR. ALBANESE THAT, Personnel Items E, as recommended by the Superintendent, be approved.”

Ayes –6, Nays – 0, Motion Carried

**VI. POLICY DISCUSSION:**

A. Board Policy #1140 By-Laws: Ex-Officio Student Member to Board of Education

**VII. POLICY ACTION:** None

“RESOLVED BY MRS. CUSHING, SECONDED BY MRS. CALLAHAN THAT, THE REGULAR MEETING BE ADJOURNED AT 8:44 PM”

Ayes - 6, Nays - 0, Motion Carried

Respectfully submitted,

Katherine Skahen  
District Clerk

Approved \_\_\_\_\_  
Filed \_\_\_\_\_





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Fremont Elementary School Community Cafe'

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## **AGENDA**

### **I. SPECIAL PRESENTATIONS/RECOGNITIONS:**

- A. Fremont Elementary School Improvement Team Highlight: *Our Pathways to Learning*
- B. Golden Spartan Award

### **II. REPORTS:**

- A. Acceptance of Minutes  
March 10, 2025 Regular Meeting
- B. President/Vice President/Board Member Reports  
Board of Education Retreat  
ESM Education Foundation Chicken Bar-B-Que  
CNYSBA 42nd Annual Dinner Meeting
- C. Superintendent Reports  
Park Hill Early Childhood Programs  
ESM Comprehensive School Counseling Plan Overview  
ESM Community Cafe's on Social Media, Screen Time and Student Well-Being  
2025-2026 Superintendent's Proposed School Budget Presentation  
Recommendation of Independent Audit Firm  
2025-26 Capital Outlay Project SEQRA  
Assignment Changes  
Staffing Transfers

### **III. FIFTEEN MINUTE PERIOD:**

### **IV. ACTION ITEMS:**

- A. Notice of Annual Meeting, Vote Propositions and Election Personnel Appointments
- B. Recommendation of Independent Audit Firm
- C. 2025-26 Capital Outlay Project SEQRA

### **CONSENT AGENDA:**

- Treasurer's Report (Feb-25)
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- Payroll Warrant Reports #33, #33 Revised, #35
- 2025-2026 Board of Education Meeting Dates
- Donations
- Overnight Field Trip Requests

**V. PERSONNEL ITEMS:**

- A. Retirements
- B. Resignations
- C. Appointments
- D. Amended Substitute List
- E. Tentative Agreement

**VI. POLICY DISCUSSION:**

- A. Board Policy #1140 By-Laws: Ex-Officio Student Member to Board of Education

**VII. POLICY ACTION:** None