



April 15, 2024 ~ 6:00pm  
Regular Meeting of the ESM Board of Education  
Central High School Library Media Center

III-A-4743  
05/06/2024

## REGULAR MEETING

**Board of Education Present:** Mrs. Diana Abdella, Mrs. Lori Aird, Mr. John Albanese, Mrs. Susan Cain, Mrs. Tracy Callahan, Mrs. Leah Cushing, Mrs. Kay Gallery, Mrs. Deborah Kolod, Mr. D. Paul Waltz.

**Board of Education Absent:**

**Administrative Personnel Present:** Dr. Donna DeSiato, Supt.; Mr. Greg Avellino, Deputy Supt.; Mrs. Katherine Skahen, Exec. Dir. of School Bus. Admin./Clerk; Mr. Douglas Mohorter, Executive Director of Employee Engagement & Accountability; Mr. Kieran O'Connor, Exec. Dir. of Planning, Development & Technology; Mr. N. Shane Hacker, Exec. Dir. of Curriculum, Learning & Assessment; Mrs. Cheryl West, Director of Counseling, Youth Development & Leadership; Mr. John Young, Director of Facilities; Mr. Thomas Decker, Coordinator for Community Engagement, Data and Fine Arts CHS; Mr. Edward Michalenko, Executive High School Principal; Ms. Naomi Trivison, Associate Principal CHS; Ms. Shelley LaMarche, Coordinator of Spartan Success; Ms. Ashton Rinella, Assistant Principal- Central High School; Ms. Kathleen Liddle, Assistant Principal- Central High School; Ms. Pamela Buddendeck, Principal Park Hill School.

**Other Present:** Mr. Michael Rood, District Treasurer.

**Interested Citizens:** 25

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

### PLEDGE OF ALLEGIANCE

#### SPECIAL PRESENTATIONS/RECOGNITIONS:

- A. CHS School Improvement Team Highlight - *Together We SHINE: Elevating Academics, Strengthening Community, Celebrating Culture*
- B. Golden Spartan Awards
- C. Utica National School Safety Excellence Award - Titanium Level (with Honors)

**REPORTS:**

A. Acceptance of Minutes

- March 25, 2024 Regular Meeting
- April 2, 2024 Special Meeting

B. President/Vice President/Board Member Reports

- OCM BOCES Board Candidates
- Board of Education Book Study - April 30, 2024, 6:00pm at PGMS Conference Room
- ESM EXPO 2024 - May 10, 2024, 5:00pm to 8:30pm at CHS
- Board of Education Retreat - May 13, 2024, 6:30pm at CHS Career Center
- ESM Education Foundation Chicken Bar-B-Que - May 21, 2024, 4:00-6:00pm
- CNYSBA Annual Meeting - May 22, 2024, 5:00pm at The Lodge Skaneateles

C. Superintendent Reports

- ESM STEM Ecosystem: Knowles Teacher Initiative
- Micron Visit to Manassas, Virginia
- Advanced Technology Framework/Computer Science Continuum
- Micron Chip Camp 2024
- 2024-2025 Updated ESM School Budget Presentation
- 2024-2025 OCM BOCES Administrative Budget
- Building Our Spartan Future
- Leaves of Absence (FYI): Meaghan Jaworski, Speech Therapist (.6FTE) - Districtwide, Eff. 8/28/2024-6/30/2025
- Kelsey Spradlin, Speech Therapist - Central High School, Eff. 6/13/2024-6/30/2024 and 8/28/2024-1/24/2025
- Staffing Transfers (FYI):

Name	From	To	Effective
Jeffrey Hayes	Physical Education Teacher @ Woodland/APE (travel)	Physical Education Teacher @ Fremont Elementary	8/28/2024
Robert Herrington	Physical Education Teacher @ Fremont Elementary	Physical Education Teacher @ Central High School	8/28/2024

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

Ayes –9, Nays – 0, Motion Carried

**FIFTEEN MINUTE PERIOD:** No one spoke

**ACTION ITEMS:**

A. 2024-2025 ESM Proposed School Budget for Adoption

“RESOLVED THAT the East Syracuse Minoa CSD Board of Education adopt an annual budget of \$102,375,035.00, for the 2024-2025 school year; and

BE IT FURTHER RESOLVED THAT the District Clerk is directed to make arrangements for voting on this budget on May 21, 2024, in the Central High School gymnasium from 12 o'clock noon to 9:00 p.m.”

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

Ayes – 9, Nays – 0, Motion Carried

B. 2024-2025 Property Tax Report Card

“RESOLVED THAT, the enclosed Property Tax Report Card for the East Syracuse Minoa Central School District 2024-2025 Budget be approved.”

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

Ayes – 9, Nays – 0, Motion Carried

C. 2024-2025 OCM BOCES Administrative Budget

“WHEREAS, the Board of Cooperative Educational Services for the Sole Supervisory District of Onondaga, Cortland and Madison Counties, (the “BOCES”) duly presented its tentative 2024-2025 administrative budget of \$10,584,484.00 at its 2024 annual meeting; and

WHEREAS, the Board desires to approve said tentative administrative budget.”

“NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1: The BOCES’ tentative administrative budget of \$10,584,484.00 is hereby approved;

Section 2: This Resolution shall take effect immediately.”

“RESOLVED BY MRS. KOLOD, SECONDED BY MRS. AIRD THAT, the Action Item C, as recommended by the Superintendent, be approved.”

Ayes – 9, Nays – 0, Motion Carried

D. OCM BOCES Board Candidates

“RESOLVED THAT, the East Syracuse Minoa Central School District cast its vote(s) in the annual election of members of the Onondaga-Cortland-Madison Board of Cooperative Educational Services for:

*To fill the expired term of Wayne Brownson:*

Wayne Brownson, Resident of East Syracuse Minoa Central School District

*To fill the expired term of Patricia DeBona-Rosier:*

Nicholas Blaney, Resident of Liverpool Central School District

*To fill the expired term of Christine Gregory:*

Christine Gregory, Resident of Cortland Enlarged City School District

*To fill the expired term of Marissa Joy Mims:*

Marissa Joy Mims, Resident of Fayetteville-Manlius Central School District

*To fill the expired term of Shawn Reyburn:*

Shawn Reyburn, Resident of LaFayette Central School District

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

Ayes – 9, Nays – 0, Motion Carried

E. Internal Audit Corrective Action Plan

“RESOLVED THAT, the Board of Education of the East Syracuse Minoa Central School District approves the District’s Internal Audit Corrective Action Plan, as recommended by the Superintendent.”

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

Ayes – 9, Nays – 0, Motion Carried

F. 2024-2025 Capital Outlay Flooring Project SEQRA

“**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 2023-2024 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. CALLAHAN, SECONDED BY MR. ALBANESE THAT, the Action Item F, as recommended by the Superintendent, be approved.”

Ayes – 9, Nays – 0, Motion Carried

G. 2023 Capital Construction Project Cooperative Purchasing Contract Awards

“**WHEREAS**, the Board of Education of the East Syracuse Minoa Central School District (the “Board of Education”) solicited proposals from prime contractors for construction services in conjunction with its 2023 Capital Improvement Project (the “Project”); and

**WHEREAS**, the Project Architect and Construction Manager reviewed the proposals and the contractors’ qualifications for the Project, and by letter dated April 12, 2024, recommend award of contracts as set forth herein; and

**WHEREAS**, the Board of Education has determined that it is in the best interest of the School District to contract with the contractors listed in the April 12, 2024, recommendation letter (“Contractor” or “Contractors”) under the terms and conditions of the various proposals (“Cooperative Purchasing Contract or Contracts” or “NYS Contract or Contracts”) and the related proposals submitted by the Contractors (“Proposal” or “Proposals”) for the purchase of equipment, the related installation, materials, and services in connection with its 2023 Capital Improvement Project (the “Project”); and

**WHEREAS**, the Board of Education has determined that the Cooperative Purchasing Contracts, the NYS Contracts, and the related Proposals qualify for an exemption from competitive bidding requirements under the authority of NYS law and comply with the School District’s procurement policies and procedures; and

**WHEREAS**, the School District’s Superintendent has recommended acceptance of the Proposals as being in the best interest of the School District, a copies of the Proposals have been shared with the Board;

**NOW, THEREFORE**, be it resolved as follows the Board of Education accepts the Proposals from the Contractors and authorizes entering into the Cooperative Purchasing Contracts and/or NYS Contracts as follows:

1. Siemens – DDC Controls – Total Price: \$59,400
2. Day Automation - Access Controls – Total Price: \$27,317
3. The Board of Education hereby authorizes the President of the Board or the



Superintendent of Schools to enter into the Cooperative Purchasing Contracts and/or NYS Contracts on behalf of the Board of Education with such modifications, additions, and revisions (other than a material change to the scope of the work or the fees and expenses listed in the Proposals) as may be approved by the Superintendent of Schools, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the Cooperative Purchasing Contracts and/or the NYS Contracts in connection with the Project and to comply with all applicable law, regulations, and executive orders relating to the Cooperative Purchasing Contracts, the NYS Contracts, or the Project, and to do all other acts as may be necessary or proper to effectuate the purposes of the foregoing Resolution.

4. Upon Board of Education approval, this Resolution shall take effect immediately.”

“RESOLVED BY MRS. CAIN, SECONDED BY MRS. KOLOD THAT, the Action Item G, as recommended by the Superintendent, be approved.”

Ayes – 9, Nays – 0, Motion Carried

2023 Capital Construction Project Contract Awards

“**WHEREAS**, the Board of Education of the East Syracuse Minoa Central School District (the “Board of Education”) solicited bids from prime contractors for construction services in conjunction with its 2023 Capital Improvement Project (the “Project”); and

**WHEREAS**, bids were received and publicly opened on April 9, 2024; and

**WHEREAS**, the Project Architect and Construction Manager reviewed the bids and bidders’ qualifications for the Project, discussed the Project with the lowest responsible bidders and by letter dated April 12, 2024, recommend award of contracts as set forth herein; and

**WHEREAS**, the Board of Education accepts the recommendation of the Project Architect and the Construction Manager and determines that it is in the best interest of the School District to accept the bids and award the contracts as set forth herein;

**NOW THEREFORE**, the Board of Education hereby resolves to award the following contracts for the Project:

1. General Construction Contract 1: PAC & Associates of Oswego, Inc.:  
Base Bid: \$4,090,000  
Contract Amount: \$4,090,000.00
2. HVAC Contract 2: DW & Crew Mechanicals, Inc.:  
Base Bid: \$1,144,000  
Contract Amount: \$1,144,000
3. Plumbing Contract 3: Erie Mechanical Contractors, Inc.:  
Base Bid: \$278,000  
Contract Amount: \$278,000
4. Electrical Contract 4: Myriad Construction, Inc.:

Base Bid: \$1,053,000  
Alternate EC-03: \$142,000  
Contract Amount: \$ 1,195,000

5. Site Work Contract 5: Davis Wallbridge, Inc.:

Base Bid: \$3,824,000  
Alternate SC-03: \$570,000  
Contract Amount: \$4,394,000

- 6. The Board hereby authorizes its President or the Superintendent of Schools to execute contracts and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amounts contained in the contractors’ bids as may be approved by the Superintendent of Schools and the District’s legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contracts in connection with the Project and to comply with all applicable law, regulations, and executive orders relating to the contracts or the Project, and to do all other acts as may be necessary or proper to effectuate the purposes of the foregoing Resolution.
- 7. Upon approval by the Board of Education, this Resolution shall take effect immediately.”

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

Ayes – 9, Nays – 0, Motion Carried

**CONSENT AGENDA:**

- Treasurer’s Report (Feb-24)
- Extra Classroom Activity Fund Reports CHS/PGMS (Feb-24)
- Appropriation Status Report (Feb-24)
- Budget Transfers (Feb-24)
- Revenue Status Report (Feb-24)
- Accounts Payable Warrants Reports #34, #36 (off cycle), #38
- Payroll Warrant Reports #33, #35 (no rpt), #37
- CSE Reports for 2023-24 and 2024-25
- Donations
- Study Excursion/Non-Curricular Field Trip Requests

“RESOLVED BY MRS. CALLAHAN, SECONDED BY MRS. KOLOD, THAT, the Consent Agenda, as recommended by the Superintendent, be approved.”

Ayes –9, Nays – 0, Motion Carried

**PERSONNEL ITEMS:**

A. Resignations

Katherine Liddle, Assistant Principal - Central High School, Eff. 6/29/2024  
Danielle Stever, School Bus Driver - Transportation Center, Eff. 4/18/2024  
Todd Sargent, Maintenance Worker 1 - Districtwide, Eff. 4/24/2024  
Jeffrey Hinman, Laborer 1 - Districtwide, Eff. 4/16/2024

B. Retirements

Linda Obine, English (Grade 6) - Pine Grove Middle School, Eff. 7/1/2024  
Elizabeth Crump, Instructional Specialist for Literacy/Pre K-5, Districtwide, Eff. 6/30/2024  
Susan Lamphier, Typist 2 (12-month) - Central High School, Eff. 6/30/2024  
Shirley Jean Capocéfalo, Teacher Aide (Health Office) - Central High School, Eff. 7/1/2024

C. Appointments

Instructional, Four-Year Probationary Appointments

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

Nicole Shantel, Teaching Assistant (Spec. Ed.) - East Syracuse Elem., Eff. 4/16/2024-4/15/2028

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 Appointment

Jenna Somers, Permanent Itinerant Substitute - East Syracuse Elem., Eff. 4/16/2024-6/30/2024

Non-Instructional, 8-Week Probationary Appointment

Jeffrey Hinman, Groundskeeper - Districtwide, Eff. 4/16/2024

Non-Instructional, 52-Week Probationary Appointments

Oksana Stechyshyn, Custodial Worker 1 - East Syracuse Elementary, Eff. 4/25/2024

2023-2024 Spring Coach Appointments

<b>Sports</b>	<b>Position</b>	<b>Coach</b>
Unified Basketball	Head Co-Coach	Rocco Carbone
Unified Basketball	Head Co-Coach	Jeffrey Hayes
Unified Basketball	Head Co Coach	Sharon Schug
Unified Basketball	Assistant Co-Coach	Rocco Carbone
Unified Basketball	Assistant Co-Coach	Jeffrey Hayes
Unified Basketball	Assistant Co-Coach	Sharon Schug



2024 Summer College Student Worker Appointments (Eff. 5/20/2024-8/16/2024)  
Isabelle Chavoustie                      Chloe Spencer  
Morgan Ransom                              Justin Oakley  
Gabriella Purchiaro

2023-2024 Extra Duty Appointment  
Kyle Christensen, Auto Mechanic Scheduler, Eff. 4/16/2024 - 6/30/2024

D. Amended Substitute List

“RESOLVED THAT, the enclosed amended substitute list dated 04/15/2024, be approved.”

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

Ayes –9, Nays – 0, Motion Carried

**POLICY DISCUSSION:**

- A. Board Policy Review of Policies #4000 Series: Administration
- B. Board Policy Review of Policies #5000-#5414 Series: Non-Instructional Business

**POLICY ACTION:**

- A. Board Policies #3110 - #3510: Community Relations (as amended)

“RESOLVED BY MRS. GALLERY, SECONDED BY MRS. KOLOD THAT, Policy Action A, as recommended by the Superintendent, be approved.”

Ayes –9, Nays – 0, Motion Carried

“RESOLVED BY MRS. KOLOD, SECONDED BY MR. ALBANESE THAT, THE REGULAR MEETING BE ADJOURNED AT 8:29 PM”

Ayes -9, Nays - 0, Motion Carried

Respectfully submitted,



Katherine Skahen  
District Clerk

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



April 15, 2024 ~ 6:00pm  
Regular Meeting of the ESM Board of Education  
Central High School Library Media Center

---

## AGENDA

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

- A. CHS School Improvement Team Highlight - *Together We SHINE: Elevating Academics, Strengthening Community, Celebrating Culture*
- B. Golden Spartan Awards
- C. Utica National School Safety Excellence Award - Titanium Level (with Honors)

### **II. REPORTS:**

- A. Acceptance of Minutes
  - March 25, 2024 Regular Meeting
  - April 2, 2024 Special Meeting
- B. President/Vice President/Board Member Reports
  - OCM BOCES Board Candidates
  - Board of Education Book Study
  - ESM EXPO 2024
  - Board of Education Retreat
  - ESM Education Foundation Chicken Bar-B-Que
  - CNYSBA Annual Meeting
- C. Superintendent Reports
  - ESM STEM Ecosystem: Knowles Teacher Initiative
  - Micron Visit to Manassas, Virginia
  - Advanced Technology Framework/Computer Science Continuum
  - Micron Chip Camp 2024
  - 2024-2025 Updated ESM School Budget Presentation
  - 2024-2025 OCM BOCES Administrative Budget
  - Building Our Spartan Future
  - Leaves of Absence (FYI)
  - Staffing Transfers (FYI)

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

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

- A. 2024-2025 ESM School Budget Adoption
- B. 2024-2025 Property Tax Report Card
- C. 2024-2025 OCM BOCES Administrative Budget
- D. OCM BOCES Board Candidates
- E. Internal Audit Corrective Action Plan
- F. 2023-2024 Capital Outlay Flooring Project SEQRA
- G. 2023 Capital Construction Project Cooperative Purchasing Contract Awards

**CONSENT AGENDA:**

Treasurer's Report (Feb-24)

Extra Classroom Activity Fund Reports CHS/PGMS (Feb-24)

Appropriation Status Report (Feb-24)

Budget Transfers (Feb-24)

Revenue Status Report (Feb-24)

Accounts Payable Warrants Reports #34, #36 (off cycle), #38

Payroll Warrant Reports #33, #35 (no rpt), #37

CSE Reports for 2023-24 and 2024-25

Donations

Study Excursion/Non-Curricular Field Trip Requests

**V. PERSONNEL ITEMS:**

A. Resignations

B. Retirement

C. Appointments

D. Amended Substitute List

**VI. POLICY DISCUSSION:**

A. Board Policy Review of Policies #4000 Series: Administration

B. Board Policy Review of Policies #5000-#5414 Series: Non-Instructional Business

**VII. POLICY ACTION:**

A. Board Policies #3110 - #3510: Community Relations