



July 24, 2024 ~ 7:30am  
Special Meeting of the ESM Board of Education  
ESM District Office, Upstairs Conference Room

II-A-4807  
08/19/2024

### SPECIAL MEETING

**Board of Education Present:** Mrs. Diana Abdella, Mrs. Lori Aird, Mr. John Albanese, Mrs. Tracy Callahan, Mrs. Deborah Kolod, Mr. D. Paul Waltz.

**Board of Education Absent:** Mrs. Susan Cain, Mrs. Leah Cushing, Mrs. Kay Gallery.

**Administrative Personnel Present:** Dr. Donna DeSiato, Supt.; Mrs. Katherine Skahen, Exec. Dir. of School Bus. Admin./Clerk; Ms. Pamela Buddendeck, Executive Director of Employee Engagement & Accountability.

**Other Present:**

**Interested Citizens:** 2

MR. D. PAUL WALTZ, PRESIDENT, CALLED THE SPECIAL MEETING TO ORDER AT 7:30 AM AT THE ESM DISTRICT OFFICE.

### PLEDGE OF ALLEGIANCE

**SPECIAL RECOGNITIONS:** None

### REPORTS:

A. Acceptance of Minutes

None

B. President/Vice President/Board Member Reports

Book Study on Grading: August 19, 2024 @ 5:00pm PGMS Main Office Conference Room

Class of 2024 Summer Graduation Ceremony: August 20, 2024 @ 6:00pm CHS Auditorium

C. Superintendent Reports

ESM Spartan Garage Raffle: 1951 Dodge B-3 Pick-up Truck

School Safety and Security Services Request for Proposals (RFP)

Leave of Absence (FYI): Jacklyn Elander, Kindergarten Teacher - Minoa Elementary,

Eff. 8/28/2024-1/24/2025 [Child-Rearing LOA]

Assignment Change (FYI):

Name	From	To	Effective
Tammy Ciotti	Elementary Teacher (Grade 1) @ ESE	Learning Support Teacher @ PGMS	8/28/2024

Staffing Transfer (FYI):

Name	From	To	Effective
Vacant Position (R. Dupra resignation)	Teacher Aide @ Fremont	Teacher Aide @ ESE	8/28/2024

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

Ayes – 5, Nays – 0, Abstain -1, Motion Carried

**ACTION ITEMS:**

A. Award RFP for School Safety and Security Services

“WHEREAS, Requests for Proposals (RFP) were sent to security firms on June 25, 2024 for the purpose of assisting the School District with school safety and security services; and

WHEREAS, proposals were received on July 16, 2024 and a District RFP Review Committee was established to review the proposals, make reference calls regarding the firms and interview the firms; and

WHEREAS, interviews of the security firms were held on July 22, 2024; and  
WHEREAS, after deliberation and review it was recommended by the District RFP Review Committee that Arrow Security be selected to provide school safety and security services as requested in the RFP for the 2024-25 school year;

NOW, THEREFORE, BE IT RESOLVED that upon the recommendation of the Superintendent, the Board of Education hereby selects Arrow Security to provide the School District with school safety and security services for the 2024-25 school year, and authorizes the Executive Director of School Business Administration to execute an agreement to provide such services.”

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

Ayes – 5, Nays – 0, Abstain -1, Motion Carried

**CONSENT AGENDA:** None

**PERSONNEL ITEMS:**

A. Retirements

Pamela Bertella, Teaching Assistant (Special Education) - Minoa Elementary, Eff. 7/1/2024  
Nancy Nash, Teaching Assistant (Special Education) - Woodland Elementary, Eff. 7/31/2024

B. Resignations

Sara Hughes, Social Studies Teacher - Pine Grove Middle School, Eff. 8/28/2024  
Shadia Stevens, Instructional Specialist (Special Education) Behavioral Specialist, Eff. 8/14/2024  
RoseMary Dupra, Teacher Aide - Fremont Elementary, Eff. 8/28/2024  
Roxanne Trew, Part-Time Teacher Aide (3.5 hrs. per day) - Minoa Elementary, Eff. 8/28/2024

C. Appointments/*Amend & Rescind* Appointments

Administrative, 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):

Shadia N. Stevens, Assistant Principal - CHS, Eff 8/14/2024-8/13/2028

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, Three-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):

Sara Hughes, English as a New Language Teacher - Pine Grove MS, Eff. 8/28/2024-8/27/2027  
Kathleen Vertigan, Teaching Assistant (Spec. Ed.) - Pine Grove MS, Eff. 8/28/2024 - 8/27/2027

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 two (2) of the three (3) 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.”

*Amended* Instructional, Three-Year Probationary Appointment

Samantha Gerbino, Elementary Teacher (Grade 5) - Fremont Elementary, Eff. 8/28/24 - 8/27/27

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):

Cherie Cuomo, Special Education Teacher - Central High School, Eff. 8/28/2024-8/27/2028  
RoseMary Dupra, Teaching Assistant (Spec. Ed.) - Fremont Elem., Eff. 8/28/2024-8/27/2028

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, Part-Time Annual Appointment

Cheryl West, Equity Trauma Informed Counselor (0.4FTE) - Districtwide, Eff. 7/9/2024 - 6/30/2025

*Amended*, Instructional, Part-Time Annual Appointment

Elizabeth Crump, Instructional Specialist (0.6FTE) - Districtwide, Eff. 7/9/2024 - 6/30/2025

Non-Instructional, 52-Week Probationary Appointments

Roxanne Trew, Teacher Aide (Health Office) - Central High School, Eff. 8/28/2024

Non-Instructional, Annual Appointments

Catherine Keough, Physical Therapist (1.0FTE) - District-wide, Eff. 8/28/2024-6/30/2025

*Rescind*, 2024 Special Education Summer School Substitute

Ferns, Danielle - Teacher, Teaching Assistant and Teacher Aide

*Rescind* 2024 Spartan Camp Summer Appointment

Michelle Jacobs - Teaching Assistant

*Rescind* 2024-2025 Marching Band Appointment

Katerina Hartner, Color Guard Coach (Tech)

D. Amended Substitute List

“RESOLVED THAT, the enclosed amended substitute list dated July 24, 2024, be approved.

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

Ayes –6, Nays – 0, Motion Carried

**VI. POLICY DISCUSSION:** None

**VII. POLICY ACTION:** None

RESOLVED BY MRS. KOLOD, SECONDED BY MR. ALBANESE THAT, THE REGULAR MEETING BE ADJOURNED AT 8:10 AM”

Ayes - 6, Nays - 0, Motion Carried

Respectfully submitted,

Katherine Skahen  
District Clerk

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



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## **AGENDA**

- I. SPECIAL RECOGNITIONS:** None
  
- II. REPORTS:**
  - A. Acceptance of Minutes  
None
  - B. President/Vice President/Board Member Reports  
Book Study on Grading  
Class of 2024 Summer Graduation Ceremony
  - C. Superintendent Reports  
ESM Spartan Garage Raffle  
School Safety and Security Services Request for Proposals (RFP)  
Leave of Absence (FYI)  
Assignment Change (FYI)  
Staffing Transfer (FYI)
  
- IV. ACTION ITEMS:**
  - A. Award RFP for School Safety and Security Services
  
- CONSENT AGENDA:** None
  
- V. PERSONNEL ITEMS:**
  - A. Retirements
  - B. Resignations
  - C. Appointments/*Amend & Rescind* Appointments
  - D. Amended Substitute List
  
- VI. POLICY DISCUSSION:** None
  
- VII. POLICY ACTION:** None