

## CAZENOVIA CENTRAL SCHOOL DISTRICT

Board of Education Organizational Meeting, Regular Meeting and Public Hearing  
Monday, July 3, 2023 at 6:30 pm

31 Emory Ave | Cazenovia, NY 13035  
Board of Education Conference Room, Cazenovia Middle School  
Open to the Public and Streamed Live on GoogleMeet

Type of Meeting: Organizational (Annual) and Regular

Board Members Present: JoAnne Race, Meghan Kelly, Ron Luteran, Jan Woodworth, Dave Mehlbaum, Judith Hight, Jennifer Parmalee (arrived at 6:43pm)

Board Members Absent:

Administrators Present: Christopher DiFulvio, Kevin Linck, Thomas Finnerty

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### 1. Call to Order

The meeting was called to order by Emily Ayres, District Clerk at 6:32pm. She asked all to stand for the pledge of allegiance after a moment of silence was observed.

### 2. Presentation

Robots: Carter Cattadoris and Rio Harper brought the robot they've been working on over the last two years (11th and 12th grades) with the resources from the HS STEM lab/CTE department. Questions were asked and answered.

### 3. Oath of Office to Re-Elected Board Members

Emily Ayres administered the Oath of Office to Re-Elected Board Members, Meghan Kelly and Jan Woodworth.

### 4. Election of President

Emily Ayres asked for nominations for President from the floor. JoAnne Race was nominated by Meghan Kelly, the nomination was seconded by Ron Luteran. JoAnne Race was willing to accept the nomination of Board President for the 2023-2024 school year.

*Motion made by Jennifer Parmalee, seconded by Ron Luteran to approve the appointment of JoAnne Race as President of the Board of Education.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

### 5. Oath of Office for the President

Emily Ayres administered the Oath of Office to the Board of Education President, JoAnne Race.

### 6. Election of Vice President

Board President JoAnne Race asked for nominations for Vice President from the floor. Meghan Kelly was nominated by Dave Mehlbaum, the nomination was seconded by Jennifer Parmalee.

Meghan Kelly was willing to accept the nomination of Board Vice President for the 2023-2024 school year.

*Motion made by Ron Luteran, seconded by Jan Woodworth to approve the appointment of Meghan Kelly as Vice President of the Board of Education.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

## **7. Oath of Office for the Vice President**

Emily Ayres administered the Oath of Office to the Board of Education Vice President, Meghan Kelly.

## **8. Annual Appointments**

*Motion made by Jan Woodworth, seconded by Dave Mehlbaum to approve the annual appointments list.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

## **9. Annual Authorizations**

*Motion made by Jennifer Parmalee, seconded by Meghan Kelly to approve the annual authorizations list.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

## **10. Annual Designations**

- A. Official Newspapers
- B. Official Depositories
- C. NYS School Boards Annual Meeting Delegate: Meghan Kelly, Alternate: Jan Woodworth
- D. NYS School Boards Legislative Liaison: Jan Woodworth

*Motion made by Jan Woodworth, seconded by Jennifer Parmalee to approve the delegates (Meghan Kelly, delegate; Jan Woodworth, alternate) to the NYSSBA Annual Meeting, and to appoint Jan Woodworth as New York State's School Boards Legislative Liaison.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

## **11. Other Items**

- A. Re-Adoption of All Policies
- B. Establish Mileage Reimbursement Rate
- C. Authorize Superintendent to Approve Attendance of Staff to Conferences
- D. Authorize Superintendent to Make Budget Transfers
- E. Authorize Superintendent to Apply for Grants in Aid (State and Federal)
- F. Designation of Signatures on Checks
- G. Authorize Superintendent to Approve Building Project Change Orders up to \$35,000
- H. Building Use Rates
- I. Emergency Appointments

*Motion made by Ron Luteran, seconded by Jan Woodworth to approve the Other Items.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

## 12. Presentation

Update on Capital Project and Long Range Planning: Tom Finnerty gave a presentation recapping phases 1, 2 and 3. Touched on the mandatory switch to electric buses, paused that plan focusing now on roofs and boilers. Long term planning through 2030 building conditions survey showed BS roofs and boilers needing upgrades, HVAC at Emory Ave complex also need upgrades. Questions were asked and answered. Proposed capital project vote date: Tuesday, December 12, 2023 from 7:00am to 9:00pm, MS Aux Gym.

## 13. Public Comments

No public comments.

## 14. Communications

No written communications.

## 15. Information and Reports

- A. Board Committees:
  - i. Facilities: nothing to report.
  - ii. Finance & Audit: nothing to report.
  - iii. Personnel: meeting later this week.
  - iv. SPA: just met before this meeting, presentation in August BOE meeting.
- B. Board President: no report from JoAnne Race.
- C. Superintendent of Schools: Chris DiFulvio highlighted the Admin Retreat, focused on restorative practices done by edTomorrow.
- D. Assistant Superintendent for Business Administration: Tom Finnerty circled back to the timeline of December 2023 vote (7:00am to 9:00pm, confirmed with BOE).
- E. Assistant Superintendent of Instruction, Equity and Personnel: Kevin Linck spoke about EurekaSquare that came in to do PD last week with teachers who will be using this curriculum; same program as Wit & Wisdom (K-5), second one with 6-7 will be on July 17th. Summer school is beginning this week (3 on campus, plus BOCES program at F-M) Micael will be overseeing this (Doherty and Dougherty are interns supervising special ed summer school). Reading program plus ENL students will also be on site during summer school and participating in field trips together.

## 16. Consent Agenda - Routine Matters

- A. Minutes for June 12, 2023 Regular Meeting
- B. Committee on Special Education Report for July 2023
- C. Textbook Approval for Wit and Wisdom Modules 2-4, Grade 2
- D. Textbook Approval for Wit and Wisdom Modules 2-4 Pilot, Grade 1
- E. Cazenovia Aggies FFA Overnight Field Trip to Oswegatchie Summer Camp
- F. Revised 2023-2024 One-Page Calendar
- G. 2023-2024 Board of Education Regular & Special Meeting Schedule

*Motion made by Jennifer Parmalee, seconded by Jan Woodworth to approve the consent agenda.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

## 17. New Business

- A. Approval of the 2023-2024 Committee(s) on Special Education

*Motion made by Ron Luteran, seconded by Meghan Kelly to approve the 2023-2024 Committee(s) on Special Education.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

**B. Approval of Participation in the National School Breakfast and Lunch Programs**

*Motion made by Jan Woodworth, seconded by Dave Mehlbaum to approve the participation in the National School Breakfast and Lunch Programs.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

**18. Personnel Report**

*Motion made by Jan Woodworth, seconded by Meghan Kelly to approve the personnel report and supplemental personnel report.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

**19. Discussion Items**

- A. Formation of BOE Sub-Committees: all subcommittees want to stay on the same subcommittees. Chairs will also remain the same.
- B. NYSSBA 2023 Annual Conference & Education Expo October 26-28, 2023 in Buffalo: Jan Woodworth and Jennifer Parmalee plan to attend. Dave Mehlbaum, Judith Hight and Ron Luteran will not attend. JoAnne Race and Meghan Kelly are TBD, Emily Ayres to follow up with them before August 8 registration
- C. Electric Buses: Discussion ensued. Facilities committee will continue to keep electric or hydrogen buses on their radar as they pursue planning for a new bus garage.

**20. Advance Planning**

- A. Future Agenda Items: strategic plan presentation at the August BOE meeting.
- B. Future Meeting Dates: SPA committee will meet on Monday, August 7 at 7:45am.

**21. Executive Session**

Not needed.

**22. Adjournment**

*Motion made by Ron Luteran, seconded by Meghan Kelly to approve to adjourn the meeting.*

*Vote: 7 (in favor) 0 (opposed) Motion passed.*

*JoAnne Race adjourned the meeting at 7:57pm.*

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Emily Ayres, DISTRICT CLERK