



CAZENOVIA CENTRAL SCHOOL DISTRICT

Board of Education Meeting
Monday, November 20, 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:	Regular & Public Hearing
Board Members Present:	JoAnne Race, Meghan Kelly, Judith Hight, Ron Luteran, Jennifer Parmalee
Board Members Absent:	David Mehlbaum, Jan Woodworth
Administrators Present:	Christopher DiFulvio, Thomas Finnerty, Kevin Linck, Cristina Knapp, Amy Getman-Herringshaw, Molly Hagan, Micael Speirs, Jennifer Raux, Mike Byrnes

1. Call to Order

The meeting was called to order by JoAnne Race, Board President, at 6:31 pm. She asked all to stand for the pledge of allegiance after a moment of silence was observed.

2. Presentation

None.

3. Public Comments

JoAnne Race asked if there were any public comments in person or online. Jessica Burch, of 2415 Fenner Road, stood to give a background then detailed the email exchange she and her husband had with the Superintendent over the last month, with regards to the usage of lights at Fenner Field, and has forwarded such to the board president and vice president. She urged for confidentiality in such a matter, and for the board of education to uphold the policies in place.

4. Communications

Written communications to the Board of Education were received this month, included:

1. Timeline and progress of sidewalk repairs on Forman Street.
2. Concerns over usage of the lights at Fenner Field.

5. Information and Reports

A. Board Committees

- a. Facilities: Ron Luteran reported that the committee met October 30, during which they discussed the work being done by Day Automation, as well as the heat pumps and roofing in the upcoming tax-neutral capital project vote on December 12 in the middle school aux gym from 7:00 am to 9:00 pm. Ron reiterated that though we are not putting lights in the new turf field, the base poles need to be installed now. Progress has been made on the Forman Street sidewalk, as well as the retaining walls. Ron has been working on upgrades

to the high school auditorium's lighting system, and will send out photos with a more detailed report soon.

- b. Finance & Audit: No update.
 - c. Personnel: No update.
 - d. Policy: JoAnne Race reported that the committee met November 17. Policies discussed included employee free speech, fraternization & misconduct, and the structure/format of the Code of Conduct. Student Handbooks for each school will be updated this year and ready for Board approval at the July Organizational Meeting. The committee discussed customizing Erie 1 BOCES's version of policy 7110. Next meeting will be on Thursday, December 7 at 7:30 am.
 - e. Strategic Plan Alignment (SPA): No update.
- B. Board President: JoAnne Race reported that she attended the annual NYSSBA conference and expo in October; the Board Operating Procedures have been uploaded to BoardDocs; and the Board of Education held an on-site retreat on November 15, for which she thanked everyone for participating.
- C. Superintendent of Schools: Chris DiFulvio congratulated all the students who participated in this year's Jr. High Musical. He reported that he rode Dan Schneider's school bus this morning and was impressed with what he witnessed, with regards to Dan knowing the name of every student and parent on his route. He thanked the drivers for all they do to start our students' days positively. Chris reported on the new healthy lunch options being offered by Chartwells, and thanks Char Grimes and her team. He also thanked the elementary and middle school faculty for their efforts to implement Wit & Wisdom and Eureka Math. A revision of the district vision and mission will be coming up and Chris will be seeking input from stakeholders.
- D. Assistant Superintendent for Business Administration: Tom Finnerty thanked Helen Curtis, who recently resigned from her position as Internal Claims Auditor, for her many years of service to the district. He reported that he is working with a grant writer, re: electric bus RFP, and that the annual budget calendar is on the agenda for approval later tonight.
- E. Assistant Superintendent of Instruction, Equity & Personnel: Kevin Linck reported he is working on a data dashboard tied into the MTSS platform (collaboratively with other districts in our BOCES) to look at behavior, social-emotional and mental health; the instructional team and department leaders are working on this together. Kevin also reported on MTSS monthly meetings with BOCES, the implementation of vertical alignment, re: ELA and math audits last year, and the new ENL audit which ties into our DEI mission and strategic plan.
- F. Director of Special Education: Micael Speirs submitted a written report in advance.
- G. Elementary School Principal: Cristina Knapp submitted a written report in advance.
- H. Middle School Principal: Amy Getman-Herringshaw submitted a written report in advance.
- I. High School Principal: Molly Hagan submitted a written report in advance.

6. Consent Agenda - Routine Matters

- A. Minutes for October 16, 2023 Regular Meeting
- B. Financial Reports for September 2023
- C. Committee on Special Education Report for November 2023

Motion made by Jennifer Parmalee, seconded by Meghan Kelly to approve the Consent Agenda.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

7. New Business

A. Approval of Winter 2023-24 Sports Combination Requests

Motion made by Ron Luteran, seconded by Jennifer Parmalee to approve Agenda Item 7.A.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

B. Designation of Public Hearing for Capital Improvement Vote on December 12, 2023

Motion made by Jennifer Parmalee, seconded by Ron Luteran to approve Agenda Item 7.B.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

C. Approval of Election Officials for December 12, 2023

Motion made by Meghan Kelly, seconded by Jennifer Parmalee to approve Agenda Item 7.C.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

D. Approval of the Tax Collector's Report

Motion made by Jennifer Parmalee, seconded by Ron Luteran to approve Agenda Item 7.D.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

E. Approval of the 2024-2025 Proposed Budget Calendar

Motion made by Jennifer Parmalee, seconded by Meghan Kelly to approve Agenda Item 7.E.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

F. Approval of Substitute Rates

Motion made by Ron Luteran, seconded by Meghan Kelly to approve Agenda Item 7.F.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

G. Approval of District UPK Plan

Motion made by Meghan Kelly, seconded by Jennifer Parmalee to approve Agenda Item 7.G.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

H. Approval of BusRight Proposal

Motion made by Meghan Kelly, seconded by Judith Hight to approve Agenda Item 7.H.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

I. Adoption of New Policy # 6112 - Nepotism

Having waved a second reading, motion made by Ron Luteran, seconded by Meghan Kelly to approve Agenda Item 7.I.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

J. Adoption of Revised Policy # 8460 - Field Trips

Having waved a second reading, motion made by Jennifer Parmalee, seconded by Meghan Kelly to approve Agenda Item 7.J.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

K. Approval of Two Overnight Field Trips

Motion made by Ron Luteran, seconded by Jennifer Parmalee to approve Agenda Item 7.K.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

8. Personnel Report for November 2023

Motion made by Meghan Kelly, seconded by Ron Luteran to approve the Personnel Report.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

9. Discussion Items

- A. Electric Buses: JoAnne Race briefed the board about what she learned about electric buses at the NYSSBA conference/expo last month, in particular issues that early adopters ran into with energy suppliers. Tom Finnerty explained our energy-need status with regards to bus routes, terrain, etc that determines what types of buses, batteries and the charging infrastructure our district needs, which he shared with National Grid. Two sites have been in consideration for charging the electric fleet: our current site on Route 20 (\$500K improvements estimated) and one on Fenner Road (\$10-12M estimated in new infrastructure). Tom is working with Lauren Lines from CACDA on a \$50K shared-services grant with parties interested, including the Village of Cazenovia, Town of Cazenovia and Town of Nelson.
- B. Field Naming: Chris DiFulvio reported that a request was received from students, school employees, and community members to name a certain field (not the new turf field), but no policy on this topic currently exists. Ron Luteran made note that he receives questions weekly about naming the new turf field. From research done, past field naming was decided by board discussion. Chris recommended adopting a policy and creating a committee with mixed stakeholders to best represent the district when reviewing such requests. JoAnne Race said she would forward the compilation of naming policies in our region that was shared at the last Policy committee meeting for the entire board to review prior to the next board meeting.

At 7:15 pm, Chris DiFulvio circled back to Written Communications, having received an invitation for our board of education and senior administration to attend a merger-exploration meeting with Morrisville CSD's counterparts and the NYS Education Department. Questions were asked and answered. Chris recommended the board attend such meeting in order to gather information and understand potential advantages and disadvantages. The board agreed to attend if/when scheduled.

10. Advance Planning

- A. Future Agenda Items: JoAnne Race asked that future agenda items be submitted in advance to board leadership.
- B. Future Meeting Dates: Policy committee will meet on Thursday, December 7 at 7:30 am.

11. Executive Session

Motion made by Ron Luteran, seconded by Meghan Kelly to move into Executive Session.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

The Board moved into Executive Session at 7:22 pm.

Motion made by Ron Luteran, seconded by Jennifer Parmalee to return to Public Session.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

The Board returned to Public Session at 8:32 pm.

Motion made by Meghan Kelly, seconded by Jennifer Parmalee to add the Supplemental Personnel Report to the agenda.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

Motion made by Jennifer Parmalee, seconded by Ron Luteran to approve the Supplemental Personnel Report.

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

12. Adjournment

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

➤ *Vote: 5 (in favor) 0 (opposed) Motion passed.*

JoAnne Race adjourned the meeting at 8:33 pm.

Emily Ayres, DISTRICT CLERK