

**CITY SCHOOL DISTRICT OF THE CITY OF NORWICH
BOARD OF EDUCATION
SEPTEMBER 17, 2025 - REGULAR MEETING MINUTES**

The Regular Meeting of the Board of Education of the City School District of the City of Norwich, in the County of Chenango, State of New York, was held at the District Office Conference Room, 89 Midland Drive, Norwich, New York, in said District on Wednesday, September 17, 2025.

PRESENT: Mr. Christopher Olds, President; Mrs. Karen Sastri, Vice-President; Mrs. Kisten Giglio; Mrs. Melissa Beers; Richard O'Hara; Mr. Brian Reid; Mr. Scott Ryan, Superintendent; Mr. Todd Griffin, Assistant Superintendent for Business; Mrs. Amanda Tuller, Director of Human Resources; and Mrs. Pamela Salvati, Assistant District Clerk.

ABSENT: Mrs. Julia Miller.

Mr. Christopher Olds, President, called the meeting to order at 6:00 p.m. Pledge of Allegiance was recited by the Board.

1. **MINUTES** – Upon the recommendation by the Superintendent and on a motion by Mrs. Sastri, seconded by Mrs. Beers and carried 6-0, the Board of Education adopted the minutes from the August 20, 2025, Regular Meeting and the August 27, 2025, Special Meeting of the Board of Education.
2. **EXECUTIVE SESSION** – On a motion by Mr. Reid, seconded by Mrs. Beers and carried 6-0, the Board went into Executive Session at 6:01 p.m. to discuss a property contract. Mr. Todd Griffin & Mrs. Amanda Tuller were invited to attend.

On a motion by Mrs. Beers, seconded by Mr. Reid and carried 6-0 Executive Session was adjourned at 6:26 p.m.

The Board returned to the Regular Meeting at 6:27 p.m.

3. **PUBLIC COMMENT** – Ms. Jeanne Shields & Ms. Juliette Wentworth addressed the Board on the topic of CCSBA (Chenango County School Boards Association) the upcoming events and purpose. They are looking for a representative from the Norwich School Board.

4. SUPERINTENDENT UPDATES–

- Student BOE Members(s) Introduction - Mr. Ryan introduced two of the Student BOE members: Mikayla Sastri, Sr. Class Vice President & Emma Uργο, Sr. Class President. The students attended a training today at BOCES and shared their experience from the training.
- Instructional Excellence – Teacher professional learning focus for 2025-26 - Intro to Alison Locke and her work. Alison shared a presentation. Alison is the Math & Science Coordinator for the District.
- HR Presentation – Amanda Tuller – Amanda shared a presentation on the progress of the past few months, the status of staffing, and the understanding of finding qualified instructional staff.
- Asset Liquidation Update – Flanagan Field and more – Mr. Ryan shared information regarding the liquidation of Flanagan Field, there was a single offer for \$150,000. The intent is to put Senior Housing on that piece of land.

Transportation Center and the timeline, building aid, square footage of current building, buy existing building or build new, and funding if building new.

Hilcrest – liability for the school. Greenway maintains the property for public use.

Guernsey Memorial Library – Working on an agreement with GML Board of Trustees and the Ferrara Fiorenza law firm.

5. DISCUSSION ITEM –

- Quarterly BOE Work Sessions
 - 10/29/2025 @ 6 p.m.
 - 01/28/2026 @ 6 p.m.
 - 04/29/2026 @ 6 p.m.
 - 07/29/2026 @ 6 p.m. – *Possible BOE Retreat*

The Board will meet to discuss miscellaneous items in between the Regular Meeting dates.

Mr. Griffin will have financial updates for the October 16th meeting: Reserve Plan; Funds Unassigned; Corrective Action; and the External Audit Report. The Auditors will be at the October meeting to discuss the audit.

6. CONSENT ITEMS – Upon the recommendation of the Superintendent and on a motion by Mrs. Giglio, seconded by Mr. Reid and carried 6-0, the Board of Education approved the following Consent Items:

- *September 2025 Special Education & Pre-School Special Education Report*
- *August 2025 Claims Audit Report*
- *August 2025 Budget Transfer Report*

7. SALARY RECOMMENDATIONS FOR PERSONNEL - Upon the recommendation of the Superintendent and on a motion by Mrs. Beers, seconded by Mrs. Giglio and carried 6-0, the Board of Education approved the following Managerial, Confidential, Non-Represented; Instructional; and Support Staff Salary Recommendations for Personnel:

INSTRUCTIONAL STAFF

APPOINTMENTS – END OF EMPLOYMENT

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Scerbak, Gabrielle	School Counselor	Resignation	09/11/2025
Scerbak, Gabrielle	Mock Trail Advisor	Resignation	Never Started
Marsh, Catherine	English Teacher	Retirement	06/28/2026
Carpenter, Catherine	Science Teacher	Retirement	06/28/2026

APPOINTMENTS – REGULAR SUBSTITUTE TO PROBATIONARY

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Morris, Joshua	Teaching Assistant	09/02/2025
Stanton, Madison	Mathematics Teacher	09/02/2025

APPOINTMENTS – REGULAR SUBSTITUTE WORKING TOWARD CERTIFICATION

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Collins, Kara	Special Education Teacher	\$49,642/yr.	09/02/2025
Oberg, Michael	Teaching Assistant	\$17.75/hr.	09/02/2025
Badger, Brandy	Teaching Assistant	\$15.50/hr.	09/02/2025
Jennings, Angel	Teaching Assistant	\$17.75/hr.	09/02/2025
Parsons, Angie	Teaching Assistant	\$16.00/hr.	09/02/2025
Bishop, Diane	Teaching Assistant	\$15.50/hr.	09/02/2025
Barilli, Crystal	Mathematics Teacher	\$52,072/yr.	09/02/2025
Vischi, Brenda	Teaching Assistant	\$16.75/hr.	09/02/2025

APPOINTMENT – 2025-2026 WINTER COACHING CORRECTION

<u>Name</u>	<u>Area</u>	<u>Original Stipend</u>	<u>Correct Stipend</u>	<u>Effective</u>
Stewart, Alexander	Unified Basketball	\$5,140.00	\$4,215.00	07/01/2025 – 06/30/2026

APPOINTMENTS – 2025-2026 WINTER COACHING

Name	Area	Stipend	Effective
Morris, Joshua	Modified Boys Basketball Coach	\$5,140.00	07/01/2025 – 06/30/2026
Flynn, Abigail	Varsity Girls Basketball Coach	\$7,805.00	07/01/2025 – 06/30/2026
Brooks, Nicole	Modified Girls Basketball Coach	\$4,215.00	07/01/2025 – 06/30/2026
Portelli, Eric	Modified Girls Basketball Coach	\$4,215.00	07/01/2025 – 06/30/2026

APPOINTMENTS – 2025-2026 SPRING COACHING

Name	Area	Stipend	Effective
Stoddard, Thomas	Indoor Track Assistant	\$5,140.00	07/01/2025 – 06/30/2026
Curley, Philip	Indoor Track Assistant	\$5,140.00	07/01/2025 – 06/30/2026
Chaffee, Sydney	Indoor Track Assistant	\$5,140.00	07/01/2025 – 06/30/2026
Nial, Connor	Indoor Track Assistant	\$5,140.00	07/01/2025 – 06/30/2026
Race, Zackary	Indoor Track Assistant	\$5,140.00	07/01/2025 – 06/30/2026

ANNUAL GRADUATE CREDIT INCREASE

Name	Current Credits	Credit Increase	Total Credits	Effective
Locke, Alison	45	\$900 (15 credits)	60	09/01/2025
Sylstra, Garrett	9	\$1320 (22 credits)	31	09/01/2025
O'Shea, Erin	74	\$180 (3 credits)	77	09/01/2025
Stanton, Madison	0	\$900 (15 credits)	15	09/01/2025

APPOINTMENTS – SUBSTITUTE

Name	Effective
Matlack-Grey, Harrison	09/02/2025
Smith, Sabrina	09/15/2025
Ritter, Olivia	09/15/2025

MANAGERIAL, CONFIDENTIAL, NON-REPRESENTED**APPOINTMENTS – END OF EMPLOYMENT**

Name	Position	Reason	Effective
Eldred, Samantha	Supervisor of Transportation	Resignation	09/02/2025
Parry, Trisstann	Accounts Payable Specialist	Position Change	09/14/2025
Gray, Kelly	Dispatcher/Shipping Receiving Clerk	Position Change	09/14/2025
Alpern, Zachary	Supervisor of Facilities & Grounds	Position Change	09/14/2025

APPOINTMENT – PAID LEAVE OF ABSENCE

Name	Position	Reason	Effective
Eldred, Samantha	Transportation Supervisor	Paid Leave of Absence	08/22/2025 – 09/01/25

APPOINTMENTS – PROBATIONARY

Name	Position	Salary	Effective
Gray, Kelly	Dispatcher/Shipping Receiving Clerk	\$61,000/yr.	08/21/2025 – 09/14/2025
Stanistreet, Donna	Psychologist (0.6 FTE)	\$48,623/yr.	09/02/2025
Alpern, Zachary	Supervisor of Facilities & Grounds	\$73,000/yr.	09/03/2025 – 09/14/2025
Parry, Trisstann	District Office Support Associate	\$59,488/yr.	09/15/2025

APPOINTMENTS – PROBATIONARY - CIVIL SERVICE TITLE CHANGE

Name	Current Title	New Title	Effective
Gray, Kelly	Dispatcher/Shipping Receiving Clerk	District Receiving & Athletic Assistant	09/15/2025
Alpern, Zachary	Supervisor of Facilities & Grounds	Assistant Athletics Coordinator	09/15/2025

ANNUAL STIPENDS

APPOINTMENT – ANNUAL

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Law-Shearer, Alysa	Stay & Play Coordinator	\$10,000.00	07/01/2025 – 06/30/2026

SUPPORT STAFF

APPOINTMENTS – END EMPLOYMENT

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Burlison, Ethan	School Lunch Cook	Resignation	08/19/2025
Gray, Kelly	Administrative Assistant	Position Change	08/20/2025
Gray, Kelly	Athletics Assistant	Position Change	08/20/2025
Parry, Jacqueline	School Nurse RN	Resignation	09/12/2025
Parry, Jacqueline	Athletic Trainer	Resignation	09/12/2025
Ackermann, Craig	Motor Equipment Mechanic	Resignation	09/25/2025

APPOINTMENTS – PROBATIONARY

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
White, Melanie	Food Service Worker	\$16.00/hr.	09/02/2025
Tassin, Davi	School Lunch Cook Manager	\$18.00/hr.	09/03/2025
Miller, Kaitlyn	Administrative Assistant	\$20.00/hr.	09/15/2025

APPOINTMENTS – 2025-2026 AFTER SCHOOL PROGRAM

<u>Name</u>	<u>Area</u>	<u>Effective</u>
Newell, Arielle	Supervisor	07/01/2025 – 06/30/2026
Searfoss, Taylor	Supervisor	07/01/2025 – 06/30/2026
Bernard, Jervy	Supervisor	07/01/2025 – 06/30/2026
Fry, Christina	Substitute Supervisor	07/01/2025 – 06/30/2026
Macalalad, Elaine	Substitute Supervisor	07/01/2025 – 06/30/2026

APPOINTMENTS – SUBSTITUTE

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Bowen, Yahna	Food Service	09/02/2025
Bowen, Yahna	Clerical	09/02/2025
Parry, Jacqueline	School Nurse RN	09/13/2025
Smith, Sabrina	Teacher Aide	09/15/2025
Smith, Sabrina	Clerical	09/15/2025
Ritter, Olivia	Teacher Aide	09/15/2025

With no further business, Mr. Olds asked for a motion to adjourn the Regular Meeting. Mr. Brian made a motion to adjourn, seconded by Mr. O'Hara and carried 6-0, the Regular Meeting of the Board of Education was adjourned at 8:10 p.m.

Respectfully,



Pamela Salvati
Assistant District Clerk