

**CITY SCHOOL DISTRICT OF THE CITY OF NORWICH  
BOARD OF EDUCATION  
MARCH 18, 2026 - 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, March 18, 2026.

**PRESENT:** Mr. Christopher Olds, President; Mrs. Karen Sastri, Vice-President; Mrs. Melissa Beets; Mrs. Kisten Giglio; Mrs. Julia Miller; Mr. 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. **ALSO:** Mikayla Sastri and Emma Urgo - Student Board Members.

**ABSENT:** None

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 Mr. Reid, seconded by Mrs. Beers and carried 7-0, the Board of Education adopted the minutes from the February 11, 2026, Regular Meeting of the Board of Education.
2. **PUBLIC COMMENT** – None
3. **SUPERINTENDENT UPDATES** –
  - **2026-27 Projected Budget Revenues** – Mr. Todd Griffin shared a presentation with the Board. (Presentation is attached.)
  - **Asset Liquidation Update** – Mr. Ryan discussed the following assets: (Information is attached.)
    1. *Flanagan Field*
    2. *Hillcrest*
    3. *Transportation Center*
    4. *GML Update*

Mr. Reid left the meeting at 7:15 p.m.

Mr. Ryan also informed the Board that lead testing in the water systems will be taking place after the break.

4. **DISCUSSION ITEM** –
  - *2026-2027 Board Meeting Calendar* – Mr. Olds asked for a motion to adopt the 2026-2027 Board Meeting Calendar. Mrs. Miller made a motion, seconded by Mrs. Beers and carried 6-0, the Board adopted the 2026-2027 Board Meeting calendar.
5. **CONSENT ITEMS** – Upon the recommendation of the Superintendent and on a motion by Mrs. Sastri, seconded by Mrs. Miller and carried 6-0, the Board of Education approved the following Consent Items:
  - *March 2026 Special Education & Pre-School Special Education Report*
  - *February 2026 Claims Audit Report*
  - *February 2026 Budget Transfer Report*
  - *February 2026 Income & Expense Report*
  - *February 2026 Treasurer's Report*
  - *February 2026 Central Treasurer's Report*
  - *Donation of a grant from the Charles Burr Trust in the amount of \$500 for the Varsity Cheerleading Summer Cheer Camp.*
6. **ACTION ITEMS** –
  - 2026-2027 Instructional Calendar – Upon the recommendation of the Superintendent and on a motion by Mrs. Miller, seconded by Mrs. Sastri and carried 6-0, the Board of Education approved the attached Instructional Calendar for the 2026-2027 school year for *Second Reading*. (Calendar is attached.)
  - Approval of Publication of Legal Notice of Election & Public Hearing Resolution - Upon the recommendation of the Superintendent and on a motion by Mrs. Beers, seconded by Mrs. Miller

and carried 6-0, the Board of Education approved Publication of the Legal Notice of Election & Public Hearing. (Legal Notice is attached.)

- Inspectors of Election - Upon the recommendation of the Superintendent and on a motion by Mrs. Sastri, seconded by Mrs. Beers and carried 6-0, the Board of Education approved the attached list of Election Inspectors for District #1; and set rate of pay at \$16.00/hr. (Information is attached.)
- 2026-2027 Unit Cost Methodology - Upon the recommendation of the Superintendent and on a motion by Mrs. Beers, seconded by Mrs. Miller and carried 6-0, the Board of Education approved the attached DCMO BOCES Unit Cost Methodology for the 2026-2027 school year. (Information is attached.)
- Resolution for the Purchase of Technology Equipment - Upon the recommendation of the Superintendent and on a motion by Mrs. Miller, seconded by Mrs. Sastri and carried 6-0, the Board of Education approved the attached Resolution committing to the purchase of technology equipment for the instructional technology and South Central Regional Information Center Services from the Broome-Tioga BOCES. (Information is attached.)
- Cooperative Purchasing Resolution - Upon the recommendation of the Superintendent and on a motion by Mrs. Beers, seconded by Mrs. Miller and carried 6-0, the Board of Education approved the attached Cooperative Purchasing Resolution for the 2026-2027 school year. (Information is attached.)
- Food and Cafeteria Supplies Resolution - Upon the recommendation of the Superintendent and on a motion by Mrs. Beers, seconded by Mrs. Miller and carried 6-0, the Board of Education approved the attached Food and Cafeteria Supplies Resolution for the 2026-2027 school year. (Information is attached.)
- Appointment of School District Officers - Upon the recommendation of the Superintendent and on a motion by Mrs. Sastri, seconded by Mr. O'Hara and carried 6-0, the Board of Education approved the appointment of the following District Officers effective March 16, 2026, for the 2025-2026 school year:  
  - District Treasurer – Monica Stephen*
  - Deputy Treasurer – Ferol Riddle*
- Standard Workday Resolution - Upon the recommendation of the Superintendent and on a motion by Mrs. Miller, seconded by Mrs. Beers and carried 6-0, the Board of Education approved the Resolution to establish the standard workday and reporting for elected and appointed officials for NYS retirement. (Information is attached.)
- Appointment of School Auditors - Upon the recommendation of the Superintendent and on a motion by Mrs. Sastri, seconded by Mrs. Beers and carried 6-0, the Board of Education approved the appointment of D'Arcangelo & Co., LLP for internal audit services for the 2025-2026 school year and be compensated at an amount not to exceed \$31,500.
- Norwich CSD Financial Services Center Resolution - Upon the recommendation of the Superintendent and on a motion by Mrs. Beers, seconded by Mrs. Miller and carried 4-0-2 Abstained (Sastri-O'Hara), the Board of Education approved the attached Resolution for the *Agreement for Establishment of Norwich CSD Financial Services Center*. (Resolution is attached.)
- Resolution for Unneeded School Property - Upon the recommendation of the Superintendent and on a motion by Mrs. Miller, seconded by Mrs. Beers and carried 5-0-1 Abstained (Olds), the Board of Education approved the *Resolution for Disposition of Unneeded School Property*. (Resolution is attached.)

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

**MANAGERIAL, CONFIDENTIAL, NON-REPRESENTED**

**APPOINTMENTS – END OF EMPLOYMENT**

<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Effective</b>
Riddle, Ferol	District Treasurer	Resignation – Position Change	03/15/2026
Stephen, Monica	Accounts Payable Specialist	Resignation – Position Change	03/15/2026

**APPOINTMENTS – PROBATIONARY**

<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective</b>
Riddle, Ferol	Deputy Treasurer	\$80,000 (pro-rated)	03/16/2026
Stephen, Monica	District Treasurer	\$80,000 (pro-rated)	03/16/2026

**INSTRUCTIONAL STAFF****APPOINTMENTS – END OF EMPLOYMENT**

<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Effective</b>
Hein, Emily	Teaching Assistant	Resignation	02/27/2026
Mullins, Donovan	Teaching Assistant	Resignation	03/06/2026
Ford, Taylor	Teaching Assistant	Resignation – Position Change	03/15/2026
van der Sommen, Elaina	School Counselor	Resignation	04/10/2026
van der Sommen, Elaina	Heart & Soul Advisor	Resignation	04/10/2026
Seeley, Michele	Elementary Teacher	Retirement	06/30/2026

**APPOINTMENTS – REGULAR SUBSTITUTE WORKING TOWARD CERTIFICATION**

<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective</b>
Desrosiers, Alexis	Teaching Assistant	\$16.00/hr.	03/09/2026
Ford, Taylor	School Counselor	\$53,002 (pro-rated)	03/16/2026
Shaver, Ryleigh	Teaching Assistant	\$16.00/hr.	03/23/2026

**APPOINTMENT – TENURE**

<b>Name</b>	<b>Position</b>	<b>Bldg</b>	<b>Effective</b>
Smith, Kerri	Teaching Assistant	PB	04/28/2026

**ANNUAL GRADUATE CREDIT INCREASE**

<b>Name</b>	<b>Current Credits</b>	<b>Credit Increase</b>	<b>Total Credits</b>	<b>Effective</b>
Winn, Callie	0	\$1,080 (18 credits)	18	09/01/2025
Winn, Callie	18	\$840 (14 credits)	32	01/01/2026

**APPOINTMENTS – SPRING COACHING 2025-2026**

<b>Name</b>	<b>Area</b>	<b>Stipend</b>	<b>Effective</b>
Lawrence, Donald	JV Baseball Coach	\$5,140	07/01/2025 – 06/30/2026
Colgan, Matthew	Modified Baseball Coach	\$4,215	07/01/2025 – 06/30/2026

**APPOINTMENTS – COACHING VOLUNTEERS 2025-2026**

<b>Name</b>	<b>Area</b>	<b>Stipend</b>	<b>Effective</b>
Perry, Melissa	Softball Program	\$0	07/01/2025 – 06/30/2026
Parry, Amos	Baseball Program	\$0	07/01/2025 – 06/30/2026

**PAID LEAVE OF ABSENCE**

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Danaher, Sarah	English Teacher	03/12/2026 - TBD

**APPOINTMENT – TEMPORARY ASSIGNMENT**

<b>Name</b>	<b>Position</b>	<b>Salary</b>	
Erickson, Edward	Part-Time Social Studies Teacher	\$300.00/day	03/04/2026 – 05/04/2026

**APPOINTMENTS – AFTER SCHOOL STAY & PLAY 2025-2026**

<b>Name</b>	<b>Area</b>	<b>Stipend</b>	<b>Effective</b>
Cevasco, Lynne	After School Stay & Play Teacher	\$35.00/hr.	04/20/2026 – 05/28/2026
Somers Kimberly	After School Stay & Play Teacher	\$35.00/hr.	04/20/2026 – 05/28/2026
Carey, Kylie	After School Stay & Play Teacher	\$35.00/hr.	04/20/2026 – 05/28/2026
Thall, Breanna	After School Stay & Play Teacher	\$35.00/hr.	04/20/2026 – 05/28/2026

**APPOINTMENTS – AFTER SCHOOL STAY & PLAY 2025-2026 (cont.)**

<b>Name</b>	<b>Area</b>	<b>Stipend</b>	<b>Effective</b>
Lawrence, Melissa	After School Stay & Play Teacher	\$35.00/hr.	04/20/2026 – 05/28/2026
Gyles-Whitlock, Mandy	After School Stay & Play Teacher	\$35.00/hr.	04/20/2026 – 05/28/2026
Wenzel, Kyle	After School Stay & Play Teacher	\$35.00/hr.	04/20/2026 – 05/28/2026
Nial, Frances	After School Stay & Play Teacher	\$35.00/hr.	04/20/2026 – 05/28/2026
Beech, Lorie	After School Stay & Play Support Staff	\$20.00/hr.	04/20/2026 – 05/28/2026
Montgomery, Stacy	After School Stay & Play Support Staff	\$20.00/hr.	04/20/2026 – 05/28/2026
Badger, Brandy	After School Stay & Play Support Staff	\$20.00/hr.	04/20/2026 – 05/28/2026
Smith, Kerri	After School Stay & Play Support Staff	\$20.00/hr.	04/20/2026 – 05/28/2026

**SUPPORT STAFF****APPOINTMENTS – END EMPLOYMENT**

<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Effective</b>
Sayles, David	Supervisor of Grounds	Resignation	02/12/2026
Shipman, Christopher	Cleaner	Resignation	03/06/2026
Keyes, Lucinda	Teacher Aide	Retirement	06/30/2026

**APPOINTMENTS – PROBATIONARY**

<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective</b>
Capitelli, Kimberly	School Lunch Cook	\$16.75/hr.	02/12/2026
Modica, Paul	Food Service Worker	\$17.00/hr.	03/09/2026

**PAID LEAVE OF ABSENCE**

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Potter, Paul	Cleaner	02/23/2026 – 03/02/2026

Mr. Olds asked the Board for a motion to go into Executive Session at 7:46 p.m. and invited Mr. Griffin and Mrs. Tuller to discuss personnel matters. On a motion by Mrs. Beers, seconded by Mrs. Miller and carried 6-0, the Board entered Executive Session at 7:48 p.m.

**8. EXECUTIVE SESSION -**

With no further business, Mr. Olds asked for a motion to adjourn the Regular Meeting. Mrs. Beers made a motion to adjourn the meeting, seconded by Mrs. Miller and carried 6-0, the Regular Meeting of the Board of Education was adjourned at 8:13 p.m.

Respectfully,

Pamela Salvati  
Assistant District Clerk

PGS