

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF EDUCATION  
NEWARK VALLEY CENTRAL SCHOOL DISTRICT**

January 22, 2024

The Newark Valley Central School District Board of Education met in regular session at 5:30 p.m. Susan Watson led the Pledge of Allegiance. The following Board Members were in attendance: Randal Kerr, Susan Watson, James Phillips and Lisa Jensen. Board Members Anthony Tavelli, Sarah Hines and Stuart Wandell were absent. The following school personnel were in attendance: Timothy Calice, Ji Katchuk, Greg Asfoury, Edward Mertson, Andrea Churchman, Marissa Potter, Kathleen Webb and Tina Engelhard. There were 11 guests.

**ATTENDANCE**

Board Member Sarah Hines arrived at 5:31 p.m.

**Presentations: BoardDocs** – Drew Wareham provided a demonstration of Board Docs, a paperless meeting management software program. Discussions followed (i.e., user permissions, layouts, meeting minutes, etc.). **Middle School Student Council Representatives** – MS Student Council Co-Advisors Andrea Churchman and Marissa Potter, along with Student Council officers, spoke about their student government composition, election process, meetings and events. Discussions followed.

Privilege of the Floor: None.

Motion by J. Phillips, and seconded by S. Watson, for approval of the Meeting Minutes of the Regular Meeting and Executive Session of January 8, 2024.

**MINUTES**

Vote: 5 Yes            0 No            2 Absent            Motion carried.

**Superintendent's Report: District Updates:** Superintendent Calice spoke of the level of employee participation/engagement in his recent Thought Exchange. Also, Superintendent Calice stated the District continues working on negotiations and budget. Discussions followed. **Snapshots of Success:** Mr. Asfoury stated the MS App Challenge Team was one of five teams to win the challenge at BOCES/Region 19. The team enhanced their app and submitted it to the congressional app challenge. Discussions followed. Mr. Mertson stated the District recently hosted the IAC Wrestling competition. Discussions followed (i.e., placements). Superintendent Calice spoke about Regents Day and plans for weather-related closure or early release. Discussions followed. **Budget-Enrollment Status & Projection, Review of Historical Budget Data and Comparative Budget Data:** Ji Katchuk, School Business Administrator, reviewed the Enrollment Status & Projections, Historical Budget Data as well as the Comparative Budget Data of the proposed 2024-2025 Budget. Discussions followed.

**Instruction:** None.

**Financial Reports:**

Motion by J. Phillips, and seconded by S. Watson, for approval of resolutions 1-24-G6, 1-24-G7 and 1-24-G8

**1-24-G6**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby accepts the Treasurer's Report for December 2023 with balances as follows:

General Fund	\$2,458,709.06
Special Reserves	\$1,019,874.50
Special Reserve CD	\$3,932,707.10
School Lunch Fund	\$ 330,358.58
Special Aid Fund	\$ 49,879.65
Capital Fund	\$ 674,378.81
Debt Service Fund	\$ 920,511.54

**ACCEPT TREASURER'S  
REPORTS- DECEMBER  
2023**

**1-24-G7**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the Comprehensive Budget Status Reports for: General Fund, Repair Reserve Fund, Unemployment Reserve Fund, Property Loss Reserve Fund, Retirement Reserve Fund, Employee Benefit Reserve Fund, Vehicle Reserve Fund, Capital Reserve Fund, School Lunch Fund, Special Aid Fund, Capital Fund and Debt Service Fund dated December 2023.

**APPR BUDGET STATUS  
REPORTS- DECEMBER  
2023**

**APPR BUDGET STATUS  
REPORTS- DECEMBER  
2023**

**1-24-G8**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the Extra Classroom Activity Fund Reports for the month of December 2023.

Vote: 5 Yes 0 No 2 Absent Motion carried.

**New Business:**

Motion by L. Jensen, and seconded by J. Phillips, for approval of resolution 1-24-G9

**APPR BID AWARD-  
EXTERNAL AUDITOR**

**1-24-G9**

RESOLVED, Upon Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the 5-year bid from Insero & Co. to provide the audit of general-purpose financial statements and all other services not separately listed below: Single Audit, Audit of Extra Classroom Activity Funds. A total All-Inclusive Maximum Price for June 30, 2024 - \$26,500; June 30, 2025 - \$28,500; June 30, 2026 - \$30,500; June 30, 2027 - \$33,000; and June 30, 2028 - \$35,500.

Vote: 5 Yes 0 No 2 Absent Motion carried.

**Personnel:**

Motion by S. Watson, and seconded by L. Jensen, for approval of resolutions 1-24-C3, 1-24-C4, 1-24-C5, 1-24-C6 and 1-24-C7

**APPR PROB APPT-  
SPECIAL ED TEACHER**

**1-24-C3**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the following probationary appointment (vice-transfer):

Name of Appointee: Abigail Oliver  
Tenure Area: Special Education  
Date of Commencement of probationary services: January 29, 2024  
Expiration date of the appointment: June 30, 2027  
Certification Status: Childhood Education (Grades 1-6); Initial Certificate, expires August 31, 2026; Students with Disabilities (Grades 1-6), Initial Certificate, expires August 31, 2025.

**ACCEPT RESIGN-  
ELEMENTARY  
TEACHER**

**1-24-C4**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby accepts the resignation of Abigail Oliver, Elementary Teacher, effective January 28, 2024.

**APPR TENURE-SPECIAL  
ED TEACHER**

**1-24-C5**

Upon the Recommendation of the Superintendent, and on motion of S. Watson, seconded by L. Jensen, the following appointment of tenure is made:

Name of Appointee: Andrea Churchman  
Tenure Area: Special Education  
Date of Commencement of Service on Tenure: January 30, 2024  
Certification Status: Childhood Education (Grades 1-6), Professional; Effective February 4, 2020; Students with Disabilities (Birth-Grade 2), Professional; Effective February 4, 2020; Students with Disabilities (Grades 1-6), Professional; Effective February 4, 2020.

**APPR APPT-EVENT  
MANAGER**

**1-24-C6**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the of Ammon Witman, Event Manager, for the 2023-2024 school year, pending funding and student participation.

**APPR APPT-  
VOLUNTEER COACH  
(UNPAID)**

**1-24-C7**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the appointment of Ammon Witman, Volunteer Coach (unpaid), for the 2023-2024 school year, pending funding and student participation.

Vote: 5 Yes 0 No 2 Absent Motion carried.

**Personnel:**

Motion by J. Phillips, and seconded by L. Jensen, for approval of resolutions 1-24-NC6, 1-24-NC7, 1-24-NC8, 1-24-NC9 and 1-24-NC10

**1-24-NC6**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the provisional appointment pending examination of Ellen Cressman, Cashier, January 23, 2024. (vice: K. Shelley resignation).

**APPR PROVISIONAL  
APPT-CASHIER**

**1-24-NC7**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the appointment of Shannon Thompson, Substitute Food Service Worker/Helper, effective January 23, 2024.

**APPR APPT-SUB FOOD  
SERVICE WORKER/  
HELPER**

**1-24-NC8**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the appointment of Toni Hoskins, Substitute Clerical, effective January 23, 2024.

**APPR APPT-SUB  
CLERICAL**

**1-24-NC9**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the appointment of Shannon Rhodes, Substitute Custodial Worker, effective January 23, 2024.

**APPR APPT-SUB  
CUSTODIAL WRKR**

**1-24-NC10**

RESOLVED, Upon the Recommendation of the Superintendent of Schools, That the Board of Education hereby approves the appointment of the following student workers effective January 23, 2024:

**APPR APPT-STUDENT  
WORKERS**

Student #5937	Student #5948	Student #5950	
Vote: 5 Yes	0 No	2 Absent	Motion carried.

Privilege of the Floor: None.

**Board Matters:**

- The Board thanked Ji Katchuk, School Business Administrator, for her work on the budget.
- Board of Education Meeting, Monday, February 12, 2024, 5:30 p.m. in the Richard H. Kerr Board Room, High School
- Board of Education Meeting, Monday, February 26, 2024, 5:30 p.m. in the Richard H. Kerr Board Room, High School

**NEXT BOE MTG-1/22/24  
BOE MTG**

Motion by S. Watson, and seconded by J. Phillips, for the Board to go into Executive Session at 6:52 p.m. for the purpose of discussing collective bargaining.

Vote: 5 Yes 0 No 2 Absent Motion carried.

Motion by J. Phillips, seconded by L. Jensen, for the Board to return to Regular Session at 7:26 p.m. Meeting adjourned at 7:26 p.m.

Vote: 5 Yes 0 No 2 Absent Motion carried.

January 22, 2024



Tina A. Engelhard, District Clerk  
Newark Valley Central School District