



December 16, 2024 ~ 6:00pm  
Regular Meeting of the ESM Board of Education  
Pine Grove Middle School Community Cafe'

II-A-4855  
1/13/2025

## REGULAR MEETING

**Board of Education Present:** Mrs. Diana Abdella, Mrs. Lori Aird, Mrs. Susan Cain, Mrs. Tracy Callahan, Mrs. Kay Gallery, Mr. D. Paul Waltz.

**Board of Education Absent:** Mr. John Albanese, Mrs. Leah Cushing, Mrs. Deborah Kolod.

**Administrative Personnel Present:** Dr. Donna DeSiato, Supt.; Mr. Grenardo Avellino, Deputy Supt.; Mrs. Katherine Skahen, Exec. Dir. of School Bus. Admin./Clerk; Ms. Pamela Buddendeck, Executive Director of Employee Engagement & Accountability; Mr. Kieran O'Connor, Exec. Dir. of Planning, Development & Technology; Mr. N. Shane Hacker, Exec. Dir. of Curriculum, Learning & Assessment; Mr. John Young, Director of Facilities; Mrs. Meghan Thomas, Director of Counseling, Youth Development & Leadership; Ms. Jennifer Homeyer, Director of Safety, Operations, and Employee Accountability; Mrs. Ashleigh Wilson, Principal PG; Ms. Emily Baickle, Assistant Principal PG; Ms. Kerri Lopez, Associate Principal PG.

**Other Present:** Mr. Michael Rood, District Treasurer; Mrs. Marcia Kelley, SFO/SRP; Mrs. Carolyn Scott, ESMUT; Ms. Tammy Hughes, ESM TA.

**Interested Citizens:** 28

MR. D. PAUL WALTZ, PRESIDENT, CALLED THE REGULAR MEETING TO ORDER AT 6:02 PM AT PINE GROVE MIDDLE SCHOOL.

### PLEDGE OF ALLEGIANCE

### SPECIAL RECOGNITIONS/PRESENTATIONS:

- A. New York State Master Counselor, 2024 Cohort: Amber Atkinson
- B. Golden Spartan Award
- C. Pine Grove School Improvement Plan Team Highlight: *Roots of Success: Growth and Innovation at Pine Grove*

**FIFTEEN MINUTE PERIOD:** No one spoke

**REPORTS:**

- A. Acceptance of Minutes  
November 18, 2024 Audit Committee Meeting  
November 18, 2024 Regular Meeting
- B. President/Vice President/Board Member Reports  
OCM BOCES Board Member Vacancy
- C. Superintendent Reports  
“Building Our Spartan Future” Capital Project Update  
New York Advanced Technology Framework Supported by AFT, MICRON & NYS  
2025-2026 Budget Update  
- Rockefeller Institute Report  
CHS Band Winter Concert *Spartan Sleigh Ride*: December 19th @ 7:00 pm  
Capital Project Roof Bid Award  
OCM BOCES Technology Lease Agreement  
SPO Agreement with Town of Manlius

“RESOLVED BY MRS. CALLAHAN, SECONDED BY MRS. CAIN THAT, the Reports A – C, as recommended by the Superintendent be approved.”

Ayes – 6, Nays – 0, Motion Carried

RESOLVED BY MRS. CAIN, SECONDED BY MRS. CALLAHAN THAT, IN ACCORDANCE WITH PUBLIC OFFICER’S LAW SECTION 96, SUBDIVISION I, THE BOARD ADJOURN TO EXECUTIVE SESSION FOR EMPLOYMENT MATTERS RELATING TO A PARTICULAR PERSON OR CORPORATION AT 7:29 PM.” ATTENDING WAS, DR. DONNA DESIATO, SUPERINTENDENT; MRS. KATHERINE SKAHEN, EXECUTIVE DIRECTOR OF SCHOOL BUSINESS ADMINISTRATION; MRS. PAMELA BUDDENDECK, DIRECTOR OF EMPLOYEE ENGAGEMENT & ACCOUNTABILITY; MR. JOSEPH SHIELDS, ATTORNEY

Ayes – 6, Nays - 0, Motion Carried

“RESOLVED BY MRS. CAIN, SECONDED BY MRS. ABDELLA THAT, THE EXECUTIVE SESSION BE ADJOURNED AT 8:04 PM.”

Ayes – 6 Nays - 0, Motion Carried

**ACTION ITEMS:**

- A. Capital Construction Project Roof Bid Award  
“**WHEREAS**, the Board of Education of the East Syracuse Minoa Central School District (the “Board of Education”) solicited bids from contractors for roofing construction services in conjunction with its 2023 Capital Improvement Project (the “Project”); and

**WHEREAS**, bids were received and publicly opened on November 14, 2024; and

**WHEREAS**, the Project Architect and Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidders and by letter dated December 6, 2024, recommend award of the contract as set forth herein; and

**WHEREAS**, the Board of Education accepts the recommendation of the Project Architect and the Construction Manager and determines that it is in the best interest of the School District to accept the bids and award the contracts as set forth herein;

**NOW THEREFORE**, the Board of Education hereby resolves to award the following contracts for the Project:

1. Roofing Construction Contract: Apple Roofing Corp.  
Base Bid: \$626,000  
Contract Amount: \$626,000
2. The Board hereby authorizes its President or the Superintendent of Schools to execute contracts and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amounts contained in the contractors' bids as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contracts in connection with the Project and to comply with all applicable law, regulations, and executive orders relating to the contracts or the Project, and to do all other acts as may be necessary or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately."

RESOLVED BY MRS. AIRD, SECONDED BY MRS. CALLAHAN THAT, the Action Item A, as recommended by the Superintendent, be approved."

Ayes – 6, Nays – 0, Motion Carried

**B. OCM BOCES Technology Lease Agreement**

**“WHEREAS**, the Board of Education of the East Syracuse Minoa School District desires to enter into up to a 3 year service contract with the Onondaga-Cortland-Madison Board of Cooperative Educational Services (hereafter referred to as OCM BOCES) in order for the Regional Information Center (RIC) to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being but not limited to classroom technology and library automation and other instructional technologies in CoSer 562 and/or CoSer 620.”

“**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the above School District agrees to enter into a contract with the OCM BOCES for the provision of said services to the District in total over the life of this agreement not to exceed the principal amount of **\$987,000.00** plus related borrowing fees incurred by the OCM BOCES on behalf of the school district, plus yearly Regional Information Center support during the term of this contract. This amount may be amended with the approval of both parties. Payments will be made as part of a regular annual BOCES contract for services. Further, this contract will be finalized by the Superintendent of the school district and is subject to the approval of the Commissioner of Education for both this multi-year service agreement and the OCM BOCES Installment

Purchase contract which will be entered into on behalf of the school district at its request. This contract will be for a maximum period of 3 years and a minimum of 2 years commencing on or about **February 1, 2025.**”

RESOLVED BY MRS. AIRD, SECONDED BY MRS. GALLERY THAT, the Action Item B, as recommended by the Superintendent, be approved.”

Ayes – 6, Nays – 0, Motion Carried

C. Special Patrol Officer (SPO) 2024-25 Agreement with Town of Manlius

“RESOLVED THAT, a contractual agreement between the East Syracuse Minoa Central School District and the Town of Manlius for Special Patrol Officer services for the 2024-2025 school year be approved; and

BE IT FURTHER RESOLVED THAT, the Board authorizes the Superintendent to execute the intermunicipal agreement in the form approved by legal counsel, on behalf of the District.”

RESOLVED BY MRS. GALLERY, SECONDED BY MRS. CALLAHAN THAT, the Action Item C, as recommended by the Superintendent, be approved.”

Ayes – 6, Nays – 0, Motion Carried

D. School Information Resource Officer (SIRO) Agreement

“RESOLVED THAT, the contractual agreement between the East Syracuse Minoa Central School District and the Town of Manlius Police Department for School Information Resource Officer (SIRO) Services for the 2024-2025 school year be approved; and

BE IT FURTHER RESOLVED THAT, the Superintendent of Schools is authorized to execute said agreement on behalf of the District.”

RESOLVED BY MRS. GALLERY, SECONDED BY MRS. CALLAHAN THAT, the Action Item D, as recommended by the Superintendent, be approved.”

Ayes – 6, Nays – 0, Motion Carried

**CONSENT AGENDA:**

Treasurer's Report (Oct-24)  
Extra Classroom Activity Fund Reports CHS/PGMS (Oct-24)  
Appropriation Status Report (Oct-24)  
Budget Transfers (Oct-24)  
Revenue Status Report (Oct-24)  
Accounts Payable Warrant Reports #16, #18  
Payroll Warrant Reports #15, #17  
Combining Sports Contracts  
CSE/CPSE Reports  
Donations  
ESM Reserve Plan  
Overnight Field Trip Request

“RESOLVED BY MRS. CALLAHAN, SECONDED BY MRS. GALLERY, THAT, the Consent Agenda, as recommended by the Superintendent, be approved.”

Ayes –6, Nays – 0, Motion Carried

**PERSONNEL ITEMS:**

A. Resignations

Emily Baickle, Assistant Principal - Pine Grove Middle School, Eff. 1/21/2025  
Lisa Wellcome, Teaching Assistant (Spec. Ed.) - Fremont Elem., Eff. 11/27/2024  
Gabrielle DeJong, Teacher Aide (Library) - Central High School, Eff. 12/7/2024  
Kristin Swarts, Permanent Itinerant Substitute - Pine Grove Middle School, Eff. 12/21/2024  
Matthew Goff, School Bus Driver - Transportation Center, Eff. 11/14/2024  
Heather Leahey, 2024-2025 Minoa Extra-Duty - Robotics Club Advisor  
Emily Casazza, 2024-2024 CHS Extra-Duty - Spartan Junior Honor Society Co-Advisor  
Christina McConnell, 2024-2025 CHS Extra-Duty - Spartan Junior Honor Society Co-Advisor

B. Create Positions

“RESOLVED THAT, the following position will be created, as outlined in the enclosure.”

School Secretary I (12-month) - Central High School Athletic Department  
Teacher Aide - Central High School  
Custodial Worker I - Central High School

C. *Appointments/Amended Appointment*

Administrative, Four-Year Probationary Appointment

Heidi Allen, Director of Special Education - Districtwide, Eff. 04/07/2025 - 04/06/2029

Instructional, Regular Substitute Appointment

Paige Szymanak, Teaching Assistant (Spec. Ed.) - Woodland Elem., Eff. 12/17/2024-6/30/2025  
Pamela Bertella, Teaching Assistant (Spec. Ed.) - Central High School, Eff. 12/17/2024-6/30/2025

Instructional, Annual Appointment

Kaeli Agans, Permanent Itinerant Substitute - Fremont Elementary, Eff. 12/17/2024-6/30/2025

Non-Instructional, 52-Week Probationary Appointment

Cynthia Fish, Teacher Aide - Central High School, Eff. 12/17/2024

Megan Smith, Teacher Aide (Office) - Minoa Elementary School, Eff. 1/6/2025

*Amended* 2024-2025 CHS Department Leader Appointment

Megan Hill - English Dept. Leader, *Eff. 8/28/2024 -11/3/2024 and 2/24/2025-6/30/2025*

2024-2025 CHS Extra-Duty and Department Leader Appointment

Gina Trotta - Spartan Junior Honor Society Advisor (Extra-Duty)

Dylan Bartlett - English Department Leader, Eff. 11/4/2024 - 2/21/2025

2024-2025 Winter Coach Appointment

Pamela Herrington, Assistant Coach - Boys & Girls Varsity Track

D. Amended Substitute List

“RESOLVED THAT, the enclosed substitute list dated December 16, 2024 be approved.”

E. Section 73 Civil Service Termination

“RESOLVED THAT, the East Syracuse Minoa Board of Education recognizes and approves the termination of the employment of Ashlee Powers, School Bus Driver, effective December 16, 2024, subject only to those provisions of Section 73 which provide the Employee with the limited right to make application upon termination of such disability to be reinstated in accordance with such law.”

“This resolution shall take effect immediately”

“RESOLVED BY MRS. CALLAHAN, SECONDED BY MRS. CAIN THAT, Personnel Items A- E, as recommended by the Superintendent, be approved.”

Ayes –6, Nays – 0, Motion Carried

**POLICY DISCUSSION:** None

**POLICY ACTION:** None

RESOLVED BY MRS. CAIN, SECONDED BY MRS. CALLAHAN THAT, THE REGULAR MEETING BE ADJOURNED AT 8:15 PM”

Ayes - 6, Nays - 0, Motion Carried

Respectfully submitted,

Katherine Skahen  
District Clerk

Approved \_\_\_\_\_  
Filed \_\_\_\_\_



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**AGENDA**

**I. SPECIAL RECOGNITIONS/PRESENTATIONS:**

- A. New York State Master Counselor, 2024 Cohort
- B. Golden Spartan Award
- C. Pine Grove School Improvement Plan Team Highlight: *Roots of Success: Growth and Innovation at Pine Grove*

**II. FIFTEEN MINUTE PERIOD:**

**III. REPORTS:**

- A. Acceptance of Minutes
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  - November 18, 2024 Regular Meeting
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- C. Superintendent Reports
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  - 2025-2026 Budget Update
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  - CHS Band Winter Concert *Spartan Sleigh Ride*
  - Capital Project Roof Bid Award
  - OCM BOCES Technology Lease Agreement
  - SPO Agreement with Town of Manlius

**IV. ACTION ITEMS:**

- A. Capital Construction Project Roof Bid Award
- B. OCM BOCES Technology Lease Agreement
- C. Special Patrol Officer (SPO) Agreement with Town of Manlius
- D. School Information Resource Officer (SIRO) Agreement

**CONSENT AGENDA:**

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- Payroll Warrant Reports #15, #17
- Combining Sports Contracts
- CSE/CPSE Reports
- Donations
- ESM Reserve Plan
- Overnight Field Trip Request

**V. PERSONNEL ITEMS:**

- A. Resignations
- B. Create Positions
- C. Appointments
- D. Amended Substitute List
- E. Termination

**VI. POLICY DISCUSSION:** None

**VII. POLICY ACTION:** None