

**BYRON-BERGEN CENTRAL SCHOOL  
BOARD OF EDUCATION MEETING  
Thursday, August 22, 2024  
6:00 p.m. – Professional Development Room**

- Call to Order: The meeting was called to order at 5:18 p.m. by President D. List.
- Members Present: D. List, H. Ball, K. Carlson, L. Forsyth, C. Matthews, L. Smith
- Members Absent: J. Cook
- Also Present: P. McGee, L. Prinz, K. Loftus, R. Stevens, B. Brown, J. Back, P. Hazard, K. Grattan, K. Kaercher, R. Caldwell and 3 members of the audience.
- Executive Session: It was moved by L. Smith and seconded by H. Ball to enter executive session at 5:19 p.m. to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.  
The motion passed 6 Yes, 0 No.
- Return to Public Session: It was moved by K. Carlson and seconded by H. Ball to return to public session at 5:59 p.m.  
The motion passed 6 Yes, 0 No.
- President's Report: D. List said she was sorry she missed the Summer Picnic and hoped it went well. The BOE retreat went well last night. She welcomed back the Administration Team. The Rural Schools Convention in Lake Placid was great; very dedicated to helping rural schools. At the GVSBA Summer Planning Session the 22 component districts voted to allow Albion School District to join. She hopes everyone has a nice start of school.
- Academic Focus: None
- Student Council Report: None
- Principals' Comments: K. Loftus reported:
- August 28<sup>th</sup> is UPK and Kindergarten Orientation.
  - August 29<sup>th</sup> from 4:00 p.m.-6:00 p.m. and August 30<sup>th</sup> from 12:00 p.m. - 2:00 p.m. students can drop off supplies and set up their lockers.
  - The Bergen Business and Civic Association collected a generous amount of school supplies again this year.
  - The library is getting a much deserved makeover with new tables, chairs, carpet, and paint.

P. Hazard reported:

- The gym is looking great and can't wait to get kids back in there.
- The pool looks great and will be ready for swim season.
- The supplies that were shipped to Belize arrived.
- August 28<sup>th</sup> is 6<sup>th</sup> Grade Orientation.
- The Sr. Kickball Game is August 28<sup>th</sup>.
- The Bonfire is August 29<sup>th</sup>.

Director of  
Instructional  
Services  
Comments:

B. Brown stated the ESY at Byron-Bergen this year was a huge success. There was also a great response for the Geneso Reading Program again this year; there were two sessions. The Youth Mental Health did not fill up but was still a great day filled with a lot of information. There was a lot of curriculum work done this summer. New Teacher Orientation was yesterday and today.

Director of  
Technology &  
Assessment  
Comments:

J. Back stated that so far 41 kids have registered for school this summer and the District total is now 885. The District received 15 new ViewSonic Boards. New desktops and laptops were also delivered this week. The new phone system was installed for the District. MasterLibrary is the schools new ticketing system.

Business  
Administrator  
Comments:

L. Prinz reported the internal auditors came and are working on their audit for the last school year. An Audit Committee meeting is scheduled for September 19<sup>th</sup> at 4:30 p.m. to review the draft of the audit statements. In June the District received approximately \$59,000 for reimbursement of expenditures do to COVID. This money came from FEMA. Next Tuesday there is a bid opening for the final portion of the 2021 Capital Project at the Bus Garage. The average tax rate this year \$19.76. Up for your approval is a resolution to borrow money from the reserve to fix the chiller at the Elementary School. The moneys must be repaid to the repair reserve.

Superintendent's  
Comments:

P. McGee stated that the Capital Project is coming to an end, there will be a "Live from the Hive" with a local flare highlighting local kids and a company. He talked to the Board about the ropes course that is over 20 years old and needs a lot of work. There are several new additions to New Business. 13.7 Approval of LTS Math Teacher – Joe Yaeger (Eff. 8/28/24) 13.8 Approval of MOA between Byron-Bergen Central School District and the Byron-Bergen Faculty Association – 2024-2025 6th-12th Grade Transition Specialist – Nichole Whiteford 13.9 Approval of Elementary Teacher – Erika Paine (Eff. 9/4/24) 13.10 Approval of Math Teacher – Sara Snarr (Eff. 9/4/24) ~~13.11 Approval of LTS Elementary Teacher – Alyssa McArdle (Eff. 8/28/24) (removed)~~ 13.12 Approval of 2024-2025 Mentor Appointments 13.13 Approval of Additional 2024-2025 Fall Sport Volunteers and 13.14 Approval of Bus Driver – Charlene Ruzewski (Eff. 8/28/24).

Consent Agenda: It was moved by L. Smith and seconded by H. Ball that the following consent agenda be approved:

Approval of Minutes

July 8, 2024

Financial Matters

General Fund Bills: Warrant A-88, Ck. # 25407-25409, \$6,878.26

Warrant A-89, Ck. # 25410-25473, \$157,397.77

Warrant A-3, Ck. # 25474, \$263,254.50

Warrant A-4, Ck. # 25475-25476, \$1,734.83

Warrant A-6, Ck. # 25477-25495, \$63,670.48

School Lunch Fund Bills: Warrant C-27, Ck. # 201269-201274, \$8,729.20

Warrant C-1, Ck. # 201275, \$37.60

Federal Fund Bills: Warrant F-23, Ck. # 400572-400577, \$15,130.42

Capital Fund Bills: Warrant H-22, Ck. # 2788-2811, \$1,342,697.36

Trust & Agency Fund Bills: Warrant TA-1, Wire # 1752-1755,

Ck. # 301488-301490, \$144,466.79

Warrant TA-2, Wire # 1756-1761,

Ck. # 301491-31493, \$114,115.65

Expendable Trust Fund Bills: Warrant TE-3,

Ck. # 500291-500293, \$1,500.00

Monthly Treasurer's Report – June 2024

Personnel Matters

Resignations/Retirement/Termination:

Resignation – Automotive Mechanic – Jason Best (Eff. 7/20/24)

Resignation – Math Teacher – Jenna Benedict (Eff. 7/10/24)

Resignation – English Teacher – Janet Williams (Eff. 8/24/24)

Resignation – Elementary School Teacher – Kelly Morriss (Eff. 8/22/24)

Resignation – Cleaner – Caliann Elliott (Eff. 8/14/24)

Approvals:

Summer Hours Special Education – Alana Penna

Permanent Appointment – Teacher Aide – Ashley Yerdon (Eff. 9/24/24)

Permanent Appointment – IT Operations Analyst I –

Daniel Lampley (Eff. 8/25/24)

Food Service Worker – Dana Bloom (Eff. 9/3/24)

Teacher Aide – Kristina Feldman (Eff. 9/3/24)

2024-2025 Instructional Coach – Megan Wahl

2024-2025 Elementary Grade Level Team Leaders

Kindergarten

Ayn Gardner

Grade 1

Michelle Matteson

Grade 2

Daneen Williams

Grade 3

Colleen Hardenbrook

Grade 4

Jenna Carney

Grade 5

Erin Varley

2024-2025 Elementary School Extracurricular Appointments

Class Advisor - Grade 5

Erin Varley

Safety Patrol

Erin Varley

Yearbook Elementary School (PK-5)

Colleen Hardenbrook

Student Council - Elementary School (PK-5)	Debbie Slocum
Page Turners Gr. 5	Craig Schroth
Page Turners Gr. 4	Marielle Follaco
Science Fair Coordinator	Craig Schroth
Storytelling	Craig Schroth
Gr. 4 Chorus	Karen Tischer
Solo Festival - GWMEA	Bob Lancia
All County Band (5 & 6)	Bob Lancia
Grade 4 Band	Bob Lancia

Summer Hours Translating – Jeanne Rivera

Permanent Appointment – Bus Driver – Matthias Ellis Sr. (Eff. 9/6/24)

Permanent Appointment – Bus Driver – Donald Borland (Eff. 9/6/24)

Secretary – Amanda Knauss (Eff. 9/3/24)

Elementary Teacher Darlene Sommerfeldt (Eff. 9/4/24)

Darlene Sommerfeldt, who holds initial certifications in the Childhood Education (1-6) and Students with Disabilities (1-6) certification areas in the public schools of New York State, is hereby appointed to the position of Elementary Education Teacher in the Elementary Education (1-6) tenure area for a probationary period of four (4) years to commence on September 6, 2022 and to end at the end of the day on the first day of the school year in September, 2026 (due to serving as a long-term substitute Elementary Education Teacher for the 2022-2023 and 2023-2024 school years). The salary during this appointment will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between the Byron-Bergen Faculty Association (BBFA) and the Board of Education, and will be based upon Step 3.

LTS Elementary Teacher – Taylor Childress (Eff. 9/4/24)

Taylor Childress, who is in the process of attaining her initial certification in the Early Childhood Education (B-2) certification area in the public schools of New York State, is hereby appointed to the temporary position of (Category IV) Long-Term Substitute Elementary Education Teacher commencing September 4, 2024 through June 27, 2025. The salary during this appointment will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between the Byron-Bergen Faculty Association (BBFA) and the Board of Education, and will be based upon Step 1. This is a benefit eligible position.

LTS School Counselor – Jonathan DiCraсто (Eff. 8/28/24)

Jonathan DiCraсто, who holds initial certification in –School Counselor area in the public schools of New York State, is hereby appointed to the temporary position of (Category II) Long-Term Substitute School Counselor commencing August 28, 2024 through November 8, 2024 (for A. Williams). The salary during his appointment will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between the

Byron-Bergen Faculty Association (BBFA) and the Board of Education, and will be based upon 1/200th of Step 1. This is not a benefits eligible position.

Summer Hours – Rich Hannan

Summer Hours – Megan Wahl

Summer Hours – Cathy Bishop

Summer Hours – Strategic Plan Summer Meeting

Ken Gropp

Nick Muhlenkamp

Diane Taylor

Debbie Slocum

Diana Walther

Alyssa Hancock

Peter Spence

Michelle Matteson

Tiffany Luksch

Jenna Voos

Craig Schroth

Megan Wahl

Nichole Whiteford

Kristina Bird

Shawna Tuttle

Additional 2024-2025 Fall Sport Coaches/Advisors

Fall Cheerleading

Varsity - .50 Kristina Bird

Varsity - .50 Amanda Wannike

Volunteer – Rachel Lambert

Permanent Appointment – Bus Driver – Rodney Bickham (Eff. 9/18/24)

Permanent Appointment – School Monitor –

BobbiSue Butler (Eff. 9/18/24)

Miscellaneous Matters

Field Trip – 5th & 6th Grade – Washington, D.C. – 6/16-19/25

Field Trip – Adventure Club – Costa Rica/Panama – 4/3-13/26

CSE/CPSE Review

CSE cases as presented

CPSE cases as presented

The motion passed 6 Yes, 0 No.

Reports:

School Safety & Educational Climate (SSEC) Report –

Jr./Sr. High Asst. Principal

For the 2023-2024 School year there was:

Elementary School: 1 - Assault

4 - Threat (Other than Bomb Threat or False Alarm)

Jr./Sr. High School : 1 - Assault

7 - Material Incidents of Discrimination, Harassment,  
and Bullying (all excluding Cyberbullying)

3 - Cyberbullying

6 - Threat (Other than Bomb Threat or False Alarm)

3 - Use, Possession, or Sale of Drugs

Strategic Plan Overview – Superintendent/Leadership Team  
Year one of the Strategic Plan was reviewed. Priority, Goals, and Expected Outcomes were discussed. One Priority is Instruction. The three outcomes for Short Term (12 Months) for 2023-2024 School Year are:

OUTCOME #1: Develop shared understanding of behavioral expectations.

OUTCOME #2: Increased school employee understanding of how trauma impacts student learning and the school environment.

OUTCOME #3: Increase in student sense of belonging in our school community.

The Strategic Plan Outcomes for Immediate Results (2-5 Years):

OUTCOME #1: Teachers and staff are confident (Self-Efficacy) in addressing student behavior

OUTCOME #2: Reduction in disruptive behaviors impacting the learning environment

OUTCOME #3: Curriculum is vertically aligned

OUTCOME #4: Increase in student growth mindset (I can...)

OUTCOME #5: Increase in student attendance

OUTCOME #6: Increase in student engagement

OUTCOME #7: Increase in parental engagement

The focus for Year 2 (2024-2025 School Year) is:

OUTCOME #1: Teachers and staff are confident (Self-Efficacy) in addressing student behavior

OUTCOME #2: Reduction in disruptive behaviors impacting the learning environment

OUTCOME #3: Curriculum is vertically aligned

OUTCOME #5: Increase in student attendance

Elementary and Jr./Sr. High Goals – Principals

Elementary Goals:

1. Increase use of student mediations to address student conflict (Strategic Plan Outcome #1, 2)
2. Use frequent checks for understanding measures to hold students and teachers accountable for student learning. (Strategic Plan Outcome #4, 6) - Instructional Coach support
3. Incorporate the Science of Reading and NYS Literacy Briefs into assessment and instruction. (Strategic Outcome #3)

Jr./Sr. High Goals:

1. SEL GOAL/Restorative Practice: Student Behavior, Student Accountability, MTSS practices: (Strategic Plan Outcome #1, 2)
  - Core Values - Matrices, restorative practice in classroom, Communication - Chain of Command, Data- referrals, SEL survey
2. Tier 1 Instruction - MTSS practices (Strategic Plan Outcome #1, 2, 3)
  - Common Instructional Expectations: Agenda, Objectives, Essential Questions, NYS Literacy Briefs, Communication - Chain of Command. Instructional Coach Support and Reminders,

Administrative PD and teacher accountability, Observations,  
Formal and Informal

3. Student belonging - Student Voice: (Strategic Plan Outcome #5, 6)

- Principal's Cabinet: Jr. and Sr. (every other week), Extracurricular activities participation, Data - SEL Benchmarks, additional surveys

Policy Committee Update: Meeting set for September 12, 2024 at 4:00 p.m.

Facilities Committee Update: Meeting to be set.

Budget Committee Update: None

Audit Committee Update: Meeting set for September 19, 2024.

SOAR Update: Meeting to be set.

Positive Recognition: None

Approval – 2024-2025 Tax Warrant Upon the recommendation of the Superintendent, it was moved by L. Smith and seconded by H. Ball to approve the 2024-2025 Tax Warrant.

**RESOLUTION TO CONFIRM TAX ROLLS  
AND  
AUTHORIZE TAX LEVY**

RESOLVED, that the Byron Bergen Central School District will levy a tax of \$9,385,010 on the taxable property within the District, and the following resolution be adopted, to wit:

WHEREAS the Board of Education has been authorized by the voters of this district at the Annual Meeting on May 21, 2024 to raise for the current budget the necessary tax,  
THEREFORE, BE IT RESOLVED, that the Board of Education fix the equalization tax rates and confirm the extension of the taxes as they appear in the following described rolls:

<b>Town/Village</b>	<b>Taxable Assessed Value</b>	<b>Equalization Rate</b>	<b>Tax Rate Per M of Assessed Valuation</b>
Batavia	\$13,395,066	100.00%	\$18.958199
Bergen	\$233,069,676	100.00%	\$18.958443
Byron	\$138,390,084	100.00%	\$18.958610
Elba	\$2,323,500	100.00%	\$18.958201
LeRoy	\$10,932,503	93.00%	\$20.385161
Stafford	\$54,043,583	90.00%	\$21.064666
Riga	\$30,079,140	82.00%	\$20.263305
Sweden	\$54,740	100.00%	\$16.615820
Clarendon	\$2,841,497	80.00%	\$23.697748

AND BE IT FURTHER DIRECTED, that the tax warrant of this board, duly signed shall be affixed to the above-described tax rolls authorizing the collection of said taxes to begin September 1, 2024 and end October 30, 2024 giving the tax warrant an effective period of 60 days at the expiration of which time the tax collector shall make an accounting in writing to the Board. If payment is not made by the specified dates, unpaid taxes will be returned to County of Genesee, County of Monroe and County of Orleans where a penalty will be computed and added to the Town and County tax bill, effective January 1, 2025.

AND IT IS FURTHER DIRECTED THAT the delinquent tax penalties shall be fixed as follows:

1<sup>st</sup> month free period,

2<sup>nd</sup> month interest of two (2) percent added

The motion passed 6 Yes, 0 No.

Approval –  
MOA between  
Byron-Bergen  
Central School  
District and Byron-  
Bergen Sports  
Boosters

Upon the recommendation of the Superintendent, it was moved by C. Matthews and seconded by K. Carlson to approve the MOA between Byron-Bergen Central School District and Byron-Bergen Sports Boosters.

The motion passed 6 Yes, 0 No.

Approval –  
2024-2026  
Natural Gas Bid  
Results

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by H. Ball to approve the 2024-2026 Electric Bid Results and accept the recommendation of Energy Enterprises, Inc. and agree to purchase natural gas through Energy Mark under Method 1, 2-Year Basis Price of \$-0.3000 for the contract period, September 1, 2024 Through August 31, 2026.

The motion passed 6 Yes, 0 No.



Approval –  
Resolution to  
Borrow Funds  
From Repair  
Reserve Fund

Upon the recommendation of the Superintendent, it was moved by L. Smith and seconded by C. Matthews to approve the Resolution to Borrow Funds from the Repair Reserve Fund.

RESOLUTION  
TO  
BORROW FUNDS  
FROM REPAIR RESERVE FUND

BE IT HEREBY RESOLVED, at a meeting of the Board of Education (the “Board”) for the Byron-Bergen Central School District (the “District”) held on August 22, 2024 (the “Meeting”), the Board determined to expend funds from the Repair Reserve Fund established as a result of a referendum whereby the voters of the District authorized the creation of said Repair Reserve Fund and

WHEREAS, New York State General Municipal Law, Section 6-d permits the Board of Education to authorize the use of the Repair Reserve Fund to pay the cost of repairs to capital improvements or equipment which are of a type not recurring annually for emergency expenditures and

WHEREAS, the Board has determined that it would be in the best interest of the District to utilize monies from the Repair Reserve Fund to replace a nonfunctioning chiller at the Elementary School

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education is hereby authorized to expend monies from the Repair Reserve Fund to the General Operating Fund. This expenditure shall be used to pay for the repair costs of replacing the chiller at the Byron Bergen Elementary School. In addition, this expenditure shall be repaid to the Repair Reserve Fund from the General Operating Fund as this repair was deemed an emergency and a public hearing was not conducted. The amount of the expenditure from the Repair Reserve Fund shall be \$229,125.06 which includes the chiller, shipping, installation and testing.

The motion passed 6 Yes, 0 No.

Approval –  
2024-2025  
District-Wide  
Safety Plan

Upon the recommendation of the Superintendent, it was moved by L. Smith and seconded by C. Matthews to approve the 2024-2025 District-Wide Safety Plan.

The motion passed 6 Yes, 0 No.

Approval –  
2024-2025  
Code of  
Conduct

Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by L. Forsyth to approve the 2024-2025 Code of Conduct.

The motion passed 6 Yes, 0 No.

Approval – LTS Math Teacher – Joe Yaeger (Eff. 8/28/24)	<p>Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by H. Ball to approve LTS Math Teacher Joe Yaeger (Eff. 8/28/24).</p> <p>Joe Yaeger, who is working in the process of completing his degree in Mathematics, is hereby appointed to the temporary position of (Category II) Long-Term Substitute Math Teacher commencing August 28, 2024 through December 20, 2024 (for S. MacKenzie). The salary during his appointment will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between the Byron-Bergen Faculty Association (BBFA) and the Board of Education, and will be based upon 1/200th of Step 1. This is not a benefits eligible position. The motion passed 6 Yes, 0 No.</p>
Approval – MOA between Byron-Bergen Central School District and the Byron-Bergen Faculty Association – 2024-2025 6 <sup>th</sup> -12 <sup>th</sup> Grade Transition Specialist – Nichole Whiteford	<p>Upon the recommendation of the Superintendent, it was moved by C. Matthews and seconded by H. Ball to approve the MOA between Byron-Bergen Central School District and the Byron-Bergen Faculty Association – 2024-2025 6<sup>th</sup>-12<sup>th</sup> Grade Transition Specialist – Nichole Whiteford.</p> <p>The motion passed 6 Yes, 0 No.</p>
Approval – Elementary Teacher – Erika Paine (Eff. 9/4/24)	<p>Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by C. Matthews to approved Elementary Teacher – Erika Paine (Eff. 9/4/24).</p> <p>Erika Paine, who holds professional certifications in the Childhood Education (1-6) and Students with Disabilities (1-6) certification areas in the public schools of New York State, is hereby appointed to the position of Elementary Education Teacher in the Elementary Education (1-6) tenure area for a probationary period of four (4) years to commence on September 4, 2024 and to end at the end of the day on the first day of the school year in September, 2028. The salary during this appointment will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between the Byron-Bergen Faculty Association (BBFA) and the Board of Education, and will be based upon Step 5.</p> <p>The motion passed 6 Yes, 0 No.</p>
Approval – Math Teacher – Sara Snarr (Eff. 9/4/24)	<p>Upon the recommendation of the Superintendent, it was moved by C. Matthews and seconded by L. Smith to approve Math Teacher – Sara Snarr (Eff. 9/4/24).</p> <p>Sara Snarr, who holds her initial certification in the Mathematics (7-12) certification areas in the public schools of New York State, is hereby appointed to the position of Mathematics Teacher in the Mathematics</p>

(7-12) tenure area for a probationary period of four (4) years to commence on September 4, 2024 and to end at the end of the day on the first day of the school year in September, 2028. The salary during this appointment will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between the Byron-Bergen Faculty Association (BBFA) and the Board of Education, and will be based upon Step 9.

The motion passed 6 Yes, 0 No.

Approval –  
2024-2025  
Mentor  
Appointments

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by L. Forsyth to approve the 2024-2025

Mentor Appointments:

Heather Painting	Ken Gropp
Diana Walther	Jessica Golino-Smith
Erin Varley	Michelle Matteson
Sarah Saeli	Kerri Smith
Amy Stevens	Rob Kaercher

The motion passed 6 Yes, 0 No.

Approval –  
Additional  
2024-2025  
Fall Sport  
Volunteers

Upon the recommendation of the Superintendent, it was moved by L. Smith and seconded by H. Ball to approve the Additional 2024-2025

Fall Sport Volunteers:

Volleyball

Modified Volunteer: Amy Stevens

The motion passed 6 Yes, 0 No.

Approval –  
Bus Driver –  
Charlene Ruzewski  
(Eff. 8/28/24)

Upon the recommendation of the Superintendent, it was moved by L. Forsyth and seconded by C. Matthews to approve Bus Driver –

Charlene Ruzewski (Eff. 8/28/24).

The motion passed 6 Yes, 0 No.

Public Comment: There was a public comment from a concerned parent, the Board was addressed and the Superintendent will follow up with the parent at a later date.

Information/Announcements/Reports: None

Requests Requiring Board Consideration: None

Review of Next Meeting's Agenda:

- Policy Committee Update
- Facilities Committee Update
- Budget Committee Update
- Audit Committee Update
- SOAR Committee Update
- Positive Recognition

Adjournment:

It was moved by H. Ball and seconded by C. Matthews to adjourn the meeting at 9:07 p.m.

The motion passed 6 Yes, 0 No.