



**FALCONER CENTRAL SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
MAY 20, 2025, AT 5:30 PM
HELD IN THE ROBERT CARPENTER BOARDROOM
IN THE MIDDLE/HIGH SCHOOL**

Members Present: Tracy Schrader
Robert Carpenter
Marcella Centi
Mark Wilcox
Ro Woodard
Tom Frederes - arrived at 5:34 PM
Heather Cardot - arrived at 5:50 PM

Members Absent: Isabella Anderson, Ex-Officio Student Member

Administration Present: Stephen Penhollow, Superintendent
Sara Kennison, School District Business Leader

Others Present: Brett Muscarella and family
Adam Erickson

CALL TO ORDER BY THE PRESIDENT:

The meeting was called to order by Board President, Tracy Schrader, at 5:31 PM.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT:

The public was invited to address the Board of Education. No one wished to address the Board.

- A motion was made by Robert Carpenter and seconded by Ro Woodard to approve the minutes of the May 6, 2025, regular Board of Education meeting and Budget Hearing meeting.

Voting Yes – 5
Voting No – 0
Motion Carried

- A motion was made by Ro Woodard and seconded by Mark Wilcox to add the additions and/or deletions to the agenda.

Voting Yes – 5
Voting No – 0
Motion Carried

Tom Frederes arrived at 5:34 PM.

PERSONNEL:

Stephen Penhollow spoke on the principal interview process and the candidates that were selected. He also discussed the future plans regarding administration for the District.

- A motion was made by Marcella Centi and seconded by Ro Woodard to appoint Adam Erickson who is professionally certified in the School Building Leader area, to a probationary position of High School Principal in the Administration tenure area for a probationary period commencing on July 1, 2025, and ending on June 30, 2028 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of Educational Law, in order to be granted tenure, the administrator must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c, 3012-d, and/or 3012-e of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the administrator receives an ineffective composite or overall rating in the final year of the probationary period, the administrator shall not be eligible for tenure at that time. Salary for the school year 2025-2026 is \$105,000.

Voting Yes – 6
Voting No – 0
Motion Carried

- A motion was made by Tom Frederes and seconded by Marcella Centi to accept the resignation of Brett Muscarella, Special Education Teacher, effective June 30, 2025.

Voting Yes – 6
Voting No – 0
Motion Carried

- A motion was made by Ro Woodard and seconded by Marcella Centi to appoint Brett Muscarella who is initially certified in the School Building Leader area, to a probationary position of Middle School Principal in the Administration tenure area for a probationary period commencing on July 1, 2025, and ending on June 30, 2028 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of Educational Law, in order to be granted tenure, the administrator must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c, 3012-d, and/or 3012-e of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the administrator receives an ineffective composite or overall rating in the final year of the probationary period, the administrator shall not be eligible for tenure at that time. Salary for the school year 2025-2026 is \$105,000.

Voting Yes – 6
Voting No – 0
Motion Carried

Adam Erickson and Brett Muscarella and family left at 5:43 PM.

EDUCATIONAL PRESENTATIONS:

- None

DEPARTMENT/STAFF REPORTS:

Administrative Reports:

- Sara Kennison -
 - Presented the April 2025 Budget Status Report
 - Provided an overview of the finalized State Budget
 - Provided an update on current voter turnout numbers for the night's vote and election

Heather Cardot arrived at 5:50 PM.

Discussion was held on state aid calculation and the upcoming smart device ban in school districts.

Heather Cardot left at 6:09 PM.

- Steve Penhollow -
 - Discussed the end of year schedule
 - Presented the Class of 2025 Valedictorian and Salutatorian
 - Discussed the upcoming Reorganizational meeting
 - Provided an overview of the district's capital improvement projects
 - Discussed the policies and personnel items on the agenda for the evening
 - Provided an update of current Summer Boost 2025 enrollment and staffing

EX-OFFICIO STUDENT MEMBER OF THE BOARD OF EDUCATION REPORT:

- None

INFORMATION:

Administrative Reports:

Summaries of reports presented at the Board Meeting are included above. Additional details and information are included in the board packet written administrative reports.

- CCSBA 2025 Honors Night Dinner at Chautauqua Harbor Hotel, Wednesday, May 28, 2025. The reservation deadline was May 16, 2025.
- SUNY Brockport student teaching placements for 2025-2026:
 - Ashton Bushey with Brett Johnson, Physical Education, September 2, 2025 – October 15, 2025.
 - Ashton Bushey with Drew Wilcox, Physical Education, October 20, 2025 – December 10, 2025.

POLICIES:

- First reading of policy 5685, Maximum Temperature for School Building and Indoor Facilities.
- First reading of revised policy 7513, Medication and Personal Care Items.
- First reading of revised policy 7521, Student with Life-Threatening Health Conditions and/or Anaphylaxis.

OLD BUSINESS:

- None

NEW BUSINESS:

- A motion was made by Tom Frederes and seconded by Mark Wilcox to approve the following New Business items:
 - CSE meeting minutes from /CPSE meeting minutes from May 5, 6, 7, 8, 13, and 14, 2025.
 - Resolution for the merger of the following sports for the 2025-2026 school year in accordance with the Interscholastic Athletics Sharing Agreement:
 - Track and Field with Cassadaga Valley. Falconer is the host school.
 - Surplus and removal from inventory for recycling of the attached list of electronic equipment.
 - Letter from Christine Schnars asking for a nomination for re-election as New York State School Boards Association Area 3 Director.
 - Approval of the Memorandum of Agreement with the Falconer Education Association regarding a dual-role employee for the 2024-2025 school year.
 - Approval of the Memorandum of Agreement with the Falconer Education Association regarding aide rates for unified sports.

Voting Yes – 6

Voting No – 0

Motion Carried

FINANCE:

- A motion was made by Robert Carpenter and seconded by Tom Frederes to approve the following Finance items:
 - Claims Schedules as of May 20, 2025.
 - Approval of the April 2025 Budget Status Report.

Voting Yes – 6

Voting No – 0

Motion Carried

BUILDING AND GROUNDS:

- None

TRANSPORTATION:

- None

PERSONNEL:

- A motion was made by Ro Woodard and seconded by Tom Frederes to approve the following Personnel items upon the recommendation of the Superintendent:
 - Appointment of the following teachers to positions for the 2025 Summer Boost program, with payment in accordance with Appendix C-2 of the FEA Contract:
 - Sue Arrance
 - Kayla Bidney
 - Genevieve Cooper
 - Ashley Digirolamo
 - Carole Garrison (substitute)
 - Annette German
 - Rick Helt
 - Jennifer Hochulski
 - Jane Long
 - Dan McNeill
 - Emily Narraway
 - Cindy Nutt
 - Andy Ohl
 - Julie Pawlak
 - Jamie Randazzo
 - Michaeline Rizzo
 - Melissa Russell
 - Nicole Seeley
 - Dawn Stanton
 - Noelle Swanson
 - Katie Wissman
 - Ryan Work
 - Appointment of the following teacher aides to positions for the 2025 Summer Boost program, with payment according to individual teacher aide rates:
 - Sherry Bower
 - Lisa Carlson
 - Liz Cleland
 - Kellie Feather
 - Tracey Hendrickson
 - Penni Johnstone

- Connie Juul
- Sonya Lodestro
- Shelly Ryberg
- Addition of Barbara Valvo to the substitute list for teacher's aide (Originally approved as a substitute for the office at the January 21, 2025, Board of Education meeting.)
- Addition of Alyssa Stenstrom to the substitute list for office (Approved as a substitute teacher's aide at the May 6, 2025, Board of Education meeting.)
- Addition of Cherlyn Westerdahl to the substitute list for teacher's aide.
- Approval of leave for employee #1847, Teacher's Aide, FMLA from April 7, 2025, until June 2, 2025 (tentative), in accordance with Board Policy 6551.
- Addition of Kaylee Vincent to the extracurricular list for 2024-2025 as a substitute supervisor for track.
- Resignation of Wendy Loftus, Cleaner, effective June 7, 2025. She would like to be added to the substitute list.
- Resignation of Kaylee Vincent, teaching assistant, effective August 12, 2025.
- Kaylee Vincent, pending New York State certification in Students with Disabilities (All Grades), is hereby appointed to a probationary position as a Special Education Teacher for a probationary period commencing on August 13, 2025, and ending on August 12, 2029, (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of Education Law, in order to be granted tenure, the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c, 3012-d, and/or 3012-e of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, the teacher shall not be eligible for tenure at that time. Kaylee Vincent shall receive a salary for the 2025-2026 school year of \$48,400, based on step 2 of the Collective Bargaining Agreement between the District and Falconer Education Association.
- Approval of David Nelson as Summer Custodial Supervisor for the 2025 summer season, with payment according to Schedule B of the Non-Instructional Contract.
- Approval of leave for employee #1936, Teacher, FMLA from May 19, 2025, until July 1, 2025, in accordance with Board Policy 6551.

Voting Yes – 6

Voting No – 0

Motion Carried

EXECUTIVE SESSION:

- A motion was made by Robert Carpenter and seconded by Mark Wilcox to enter into Executive Session at 6:39 PM.

Voting Yes – 6

Voting No – 0

Motion Carried

- Board President, Tracy Schrader reconvened the regular session of the Falconer Central School Board meeting at 6:58 PM.

ADJOURN MEETING:

- A motion was made by Ro Woodard and seconded by Mark Wilcox to adjourn the meeting at 6:58 PM.


Voting Yes – 6

Voting No – 0

Motion Carried

EXTRA ENCLOSURES:

- None



Sara E. Kennison
Board and District Clerk