

**Regular Meeting (Tuesday, October 21, 2025)**

Tully Central School District  
Board of Education  
Tully Junior-Senior High School  
Library, 6:00 P.M.

**MEMBERS PRESENT**

Edward Wortley, President  
Bettemae Russell, Vice President  
Shannon Brown, Member  
Donna Doody, Member  
Scott Haynes, Member  
Jeffrey Phelps, Member  
Cheryl Wayne, Member

**ADMINISTRATION PRESENT**

Todd Freeman, Interim Superintendent  
Ed Kupiec, Elementary Principal  
Mike O'Brien, Jr./Sr. High Principal  
Adam O'Neill, Director of Student Support Svcs.  
Paul Schiener, Director of Instructional Support Svcs.  
Kevin Sommer, School Business Administrator

**OTHERS**

Jeanette Neadom, District Clerk

**1. Call Meeting to Order** - Meeting was called to order by Edward Wortley at 6:02 p.m.**1.1 Pledge of Allegiance**

A moment of silence was held for LaFayette student who recently passed away.

**1.2 Approve Agenda** - Motion by Jeffrey Phelps, seconded by Shannon Brown to approve the agenda as presented. Vote 7 to 0.  
Motion Carried.**2. Minutes****2.1 Approve Minutes of Previous Meeting** - Motion by Jeffrey Phelps, seconded by Donna Doody to approve the September 16, 2025 minutes as presented. Vote 7 to 0. Motion Carried.**3. Recognitions****3.1 Student and Staff Recognitions** - Student Athletes were recognized.**4. Visitors****4.1 Visitors are recognized and welcomed** - Suzanne Hardy, Jim Paccia, Glen Wintermute, Kayla Liddington, Jay Liddington, Art Rienhardt, Miguel Campos, Heather Hudon, Gabrielle Harter and several students. Comments shared on the positive behavior of students while on fieldtrips. Parent/Grandparent expressed concern of removal of transportation services.**5. Presentations and Items for Discussion****5.1 Presentation of the Annual External Audit Report** - Kevin Sommer introduced external auditors for their presentation.**5.2 Superintendent's Report****School Board Recognition Week** - 10/13-17/2025 Recognized and gave appreciation to the board.

Student Government Report - Lots of student events such as spirit week; pep rally; FFA/Class of 2026; haunted house; service projects; yearbook club 100th year; various club inductions.

Building Reports:

- JSHS-recap what Wyatt Lund shared; gearing up for Halloween events; musical was chosen "*Addams Family*".
- TES- Thank you to Ms. Ganzhorn for splitting her time between both buildings; several fieldtrips including preK to fire station; Halloween Parade, Student Attendance is still great.
- Various: Soccer teams headed to sectionals; cameras in school zone in the planning.

**5.3 Board of Education President's Report** - Jeffrey Phelps updated Board on resolutions from the recent NYSBBA Annual Meeting. Edward Wortley shared that two or three final candidates for the superintendent vacancy will be starting interviews with committee/stakeholders in a few weeks.

#### 5.4 Committee Reports - no additions to the minutes presented.

- Tuesday, September 16 - Finance and Audit Committee
- Wednesday, September 17 - Facilities Committee
- Thursday, September 25 - Health and Safety Committee
- Tuesday, October 7 - Policy Committee
- Wednesday, October 15 - Wellness Committee

#### **6. Financial Items**

6.1 Financial Reports - approval of the September 2025 financial reports as presented.

6.2 Claims - approval of the September 2025 claims/payments as presented.

6.3 Budget Transfers - approval of the budget transfer(s) as presented.

Motion by Cheryl Wayne, seconded by Donna Doody to approve financial items 6.1 through 6.3 by consent. Vote 7 to 0. Motion Carried.

#### **7. Policies**

7.1 Policies for First Reading - Approval of policies for first reading:

- 1611 Business of the Annual District Election - Motion by Jeffrey Phelps, seconded by Bettemae Russell to approve policy 1611 for first reading. Vote 7 to 0. Motion Carried.
- 5410 Purchasing - Motion by Jeffrey Phelps, seconded by Donna Doody to approve policy 5410 for first reading. Vote 7 to 0. Motion Carried.
- 7132 Non-Resident Students - Motion by Jeffrey Phelps, seconded by Cheryl Wayne to approve policy 7132 for first reading. Vote 7 to 0. Motion Carried.

7.2 Policies for Second Reading-None

#### **8. Personnel**

8.1 Appointment of School Nurse (Registered Professional Nurse) - appointment of Kristen Chapman to the non-competitive class Cortland County Civil Service position of School Nurse (Registered Professional Nurse) with a 52-week probationary period. This appointment is contingent upon fingerprint clearance and will become effective once clearance is received. This appointment is in accordance with the terms of the current Tully Teachers' Association Agreement.

8.2 Resignation of Executive Secretary - acceptance of resignation from Tiffany Sporman from the position as Special Education Executive Secretary retroactively effective October 3, 2025.

8.3 Probationary Appointment of Keyboard Specialist - appointment of Tiffany Sporman to the competitive class Cortland County Civil Service position of probationary Keyboard Specialist with a retroactive effective date of October 4, 2025, with a 52 week probationary period. This appointment is in accordance with the terms of the 2025-2028 revised Tully Clerical Staff agreement.

8.4 Abolish the Position of Library Aide - abolition of the position of one (1) Library Aide from the district staff, in order to align staffing needs. The position was previously held by Amy Chawgo.

8.5 Revised TES Co-Curricular Personnel Recommendations (Dept. Chair/Mentors) - approval of the revised TES Department Chairperson(s) and New Teacher Mentors appointments for the 2025-2026 school year as presented.

8.6 Revised JSHS Co-Curricular Personnel Recommendations (Dept. Chair/Mentors) - approval of the revised JSHS Department Chairperson(s) and New Teacher Mentors appointments for the 2025-2026 school year as presented.

8.7 Substitutes(s) - approval of substitutes as presented:

##### **Substitute Non-Certified Teacher**

Sarah Kiefer retroactively effective September 30, 2025 (Teacher Immersion Program/SUNY Cortland)

Samantha Stofko retroactively effective October 3, 2025 (Teacher Immersion Program/SUNY Cortland)

Jessica Thayer **pending fingerprint clearance and appointment will become effective once clearance is received**

##### **Substitute Non-Certified Teaching Assistant**

Sarah Kiefer retroactively effective September 30, 2025 (Teacher Immersion Program/SUNY Cortland)

Samantha Stofko retroactively effective October 3, 2025 (Teacher Immersion Program/SUNY Cortland)

Jessica Thayer **pending fingerprint clearance and appointment will become effective once clearance is received**

##### **Substitute Clerical/Keyboard Specialist (PT)**

Christine Bishop effective October 22, 2025

**Substitute Cleaner**

Christine Bishop effective October 22, 2025

**Substitute Food Service Helper**

Ruth Shirley effective October 22, 2025

Christine Bishop effective October 22, 2025

8.8 Late Item: Appointment of JSHS Special Education Teacher - appointment of Brae Fuller to the position of JSHS Special Education Teacher with an anticipated effective date of October 27, 2025, with a four (4) year probationary appointment with an anticipated tenure date of October 27, 2029. This appointment is in accordance with the terms of the current Tully Teachers' Association Agreement.

Motion by Donna Doody, seconded by Jeffrey Phelps to approve personnel items 8.1 through 8.8 by consent. Vote 7 to 0. Motion Carried.

8.9 Winter Coaching Appointments - approval of the 2025-2026 winter coaching appointments as presented.

Motion by Cheryl Wayne, seconded by Scott Haynes to approve personnel item 8.9. Vote 6 to 0 with one abstention by Bettemae Russell. Motion Carried.

**9. New Business**

9.1 Annual External Audit Report - acceptance of the Annual External Audit Report of district funds for the 2024-2025 school year prepared by Grossman St. Amour CPAs, PLLC as presented earlier in this meeting.

9.2 Corrective Action Plan for Annual External Audit - acceptance of the Corrective Action Plan in response to the Annual External Audit Report and Extracurricular Funds Audit Report of district funds for the 2024-2025 school year.

9.3 Budget Calendar 2025-2026 - approval of 2025-2026 Budget Calendar as presented.

9.4 JSHS Overnight Fieldtrips - approval of the FFA State Leadership Experience and the FFA Winter Weekend overnight field trips as presented.

9.5 Tully Afterschool Program Agreement - approval of the agreement between Tully Afterschool Program and Tully Central School District for the 2025-2026 school year.

9.6 Volunteers - approval of additional volunteers as presented.

- Katie Best
- Ashley Carlton
- Miranda Ladd
- Corinna Luce
- Jennifer Mastropietro
- Thom Miller
- Matthew Scheuer
- Gregory Wood

9.7 CSE Recommendations-None

Motion by Bettemae Russell, seconded by Donna Doody to approve new business items 9.1 through 9.7 by consent. Vote 7 to 0. Motion Carried.

**10. Meetings and Dates**

10.1 Upcoming meetings and dates

- Wednesday, October 22 - Facilities Committee, Virtual 3:00 p.m.
- Thursday, October 23 - Health and Safety Committee, 3:00 p.m.
- Wednesday, October 29 - Academic Advisory Committee, 3:30 p.m.
- Thursday, October 30 - Culture and Community Committee (formerly DEI), 3:00 p.m.
- Tuesday, November 4 - Superintendent Conference Day
- Wednesday, November 5 - Athletic Advisory Committee, 3:30 p.m.
- ~~Wednesday, November 6 - Athletic Advisory Committee, 3:30 p.m. - duplicate~~
- Tuesday, November 11 - Veteran's Day
- Tuesday, November 18 - Policy Committee, 8:15 a.m.
- Tuesday, November 18 - Finance and Audit Committee, 4:30-5:00 p.m.
- Tuesday, November 18 - Community Forum - Capital Project, 6:00 p.m.
- Tuesday, November 18 - BOE Meeting, 6:00 p.m.

**11. Public Comments**

11.1 Public Comments - none

**12. Executive Session**

12.1 Proposed Executive Session - Motion by Jeffrey Phelps, seconded by Shannon Brown to adjourn into executive session to discuss personnel updates. Vote 7 to 0. Motion Carried. Time: 7:58 p.m.

12.2 Return from Executive Session - Motion by Jeffrey Phelps, seconded by Cheryl Wayne to return to open session. Vote 7 to 0. Motion Carried. Time: 9:16 p.m.

**13. Adjournment**

13.1 Adjourn Meeting - Motion by Donna Doody, seconded by Scott Haynes to adjourn the meeting. Vote 7 to 0. Motion Carried. Time: 9:17 p.m.



*Jeanette Neadom*  
Jeanette Neadom, District Clerk

Draft Minutes: 10/27/2025

Scheduled for BOE Review: 11/18/2025

BOE Approval: 11/18/2025