

**Regular Meeting (Tuesday, December 16, 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 PRESENT**

Jeanette Neadom, District Clerk

**1. Call Meeting to Order** - Meeting was called to order by Edward Wortley at 6:00 p.m.

1.1 Pledge of Allegiance

1.2 Approve Agenda - Motion by Cheryl Wayne, seconded by Bettemae Russell to approve the agenda as presented. Vote 7 to 0. Motion Carried.

**2. Minutes**

2.1 Approve Minutes of Previous Meeting - Motion by Shannon Brown, seconded by Donna Doody to approve the November 18, 2025 minutes as presented. Vote 7 to 0. Motion Carried.

2.2 Capital Project Vote Results - December 11, 2025 - approve the Capital Project Vote results of December 11, 2025 as presented. Motion by Jeffrey Phelps, seconded by Shannon Brown to approve the Capital Project Vote results of December 11, 2025 as presented. Vote 7 to 0. Motion Carried.

**3. Recognitions**

3.1 Student and Staff Recognitions - Mr. O'Brien presented the student members of Daneli Leadership and the Superintendent Interview Panel.

**4. Visitors**

4.1 Visitors are recognized and welcomed - Sue Hardy, Sherry Huggins, Art Rienhardt and various students. All declined to comment.

**5. Presentations and Items for Discussion**

5.1 Superintendent's Report - Snow Days are decided by using several resources. Congratulations on the passing of the Capital Project Vote and thanks to all who came out to vote during the bad weather. Strategic Planning rescheduled for 1/7/2026.

Student Liaison Report-Winter Spirit Week; Pep Rally; Mural Review; Class of 2029 Fundraiser success; FFA Fundraiser success; and FFA Trip.

JSHS-Test Center review was completed and all is running smoothly again.

TES-Character Club; Holiday Shopping event success; Concert rescheduled to January 6, 2026; Classrooms held holiday traditions around the world; state assessments results are available.

5.2 Board of Education President's Report - The Board of Education would like to thank everyone who participated in the superintendent search and interview panels.

5.3 Committee Reports

- Tuesday, November 18 - Policy Committee Minutes
- Tuesday, November 18 - Finance and Audit Committee Minutes
- Wednesday, November 19 - Facilities Committee Minutes
- Thursday, November 20 - Health and Safety Committee Minutes

## **6. Financial Items**

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

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

6.3 Budget Transfers - approval of the budget transfers dated November 21, 2025 as presented.

Motion by Cheryl Wayne, seconded by Jeffrey Phelps 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

- 5413 - Procurement: Uniform Grant Guidance for Federal Awards (New Policy) - Motion by Jeffrey Phelps, seconded by Donna Doody to approve policy 5413 for first reading. Vote 7 to 0. Motion Carried.
- 5681 - School Safety Plans - Motion by Jeffrey Phelps, seconded by Shannon Brown to approve policy 5681 for first reading. Vote 7 to 0. Motion Carried.
- 5851 - Cybersecurity Incident Response (New Policy) - Motion by Bettemae Russell, seconded by Jeffrey Phelps to approve policy 5851 for first reading. Vote 7 to 0. Motion Carried.
- 7522 - Concussion Management - Motion by Donna Doody, seconded by Jeffrey Phelps to approve policy 7522 for first reading. Vote 7 to 0. Motion Carried.

7.2 Policies for Second Reading - None.

## **8. Personnel**

8.1 Extended Leave of Absence - TES Teacher - retroactive approval for the request to extend the leave of absence for Taylor Hassett from the position as Elementary Teacher. The extension is for two weeks with an anticipated return date of December 15, 2025.

8.2 Resignation of Executive Secretary - acceptance of the resignation from Caitlin Buglione from the position as JSHS Executive Secretary retroactively effective December 1, 2025.

8.3 Appointment of Special Education Executive Secretary - appointment of Stephanie Lenhart to the competitive class Cortland County Civil Service position of provisional Special Education Executive Secretary effective January 5, 2026. This appointment is contingent upon fingerprint clearance, taking the next available Executive Secretary test through Cortland County Civil Service and placing in the top three candidates. This appointment is in accordance with the terms of the current agreement between the Tully Clerical Staff and the Superintendent of Schools.

8.4 Retirement of JSHS Art Teacher - acceptance of the resignation due to retirement of Mary Podsiedlik from the position as JSHS Art Teacher effective June 30, 2026.

8.5 Retirement of Teaching Assistant - acceptance of the resignation due to retirement of Patricia Hamilton from the position as Teaching Assistant effective June 30, 2026.

8.6 Resignation of Contract Bus Driver - acceptance of the resignation of Glen Wintermute from the position of Contract Bus Driver retroactively effective December 1, 2025.

8.7 Substitutes - approval of additional substitutes as presented.

Motion by Cheryl Wayne, seconded by Jeffrey Phelps to approve personnel items 8.1 through 8.7 by consent. Vote 7 to 0. Motion Carried.

## **9. New Business**

9.1 Advisory Agreement - Spanish Translator - approval of the agreement for Monica Abrams to serve as "Contractor" as an in-person Spanish Translator for the period of December 17, 2025 through June 30, 2026 and the Superintendent of Schools is authorized to sign the same.

9.2 Advisory Agreement - Special Education (revised) - approval of the revised agreement for Cristy Bobbett to serve as "Contractor" for in-person mentorship and guidance for the new Director of Student Support Services for the period of January 1, 2026 through June 30, 2026 and the Interim Superintendent of Schools is authorized to sign the same.

9.3 Speech Educational Consultant/Independent Contractor Agreement - approval of the agreement as presented between Stephanie Cross and TCSD for the 2025-2026 school year.

9.4 Property Tax Rollover - approval of the Property Tax Rollover for 2025-2026 unpaid school taxes for Cortland County and Onondaga County and the President of the Board of Education is authorized to sign same.

9.5 CSE Recommendations - approval of CSE recommendations as presented.

Motion by Jeffrey Phelps, seconded by Cheryl Wayne to approve new business items 9.1 through 9.5 by consent. Vote 7 to 0. Motion Carried.

## **10. Meetings and Dates**

### 10.1 Upcoming meetings and dates

- Monday, December 22, 2025 through January 2, 2026 - Holiday Recess
- Monday, January 5 - Classes Resume
- Tuesday, January 13 - Policy Committee, 8:15 a.m.
- Wednesday, January 14 - Academic Advisory Committee, 3:30 p.m.
- Wednesday, January 14 - Wellness Committee, 3:00 p.m.
- Monday, January 19 - Martin Luther King Holiday-Schools Closed
- Tuesday, January 20 - Finance and Audit Committee, 5:00 p.m.
- Tuesday, January 20 - BOE Meeting, 6:00 p.m.
- Wednesday, January 21 - Facilities Committee, virtual, 3:00 p.m.

## **11. Public Comments**

11.1 Public Comments - All declined to comment.

## **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: 6:32 p.m.

12.2 Return from Executive Session - Motion by Jeffrey Phelps, seconded by Donna Doody to return to open session. Vote 7 to 0. Motion Carried. Time: 8:24 p.m.

12.3 Possible Action from Executive Session

## **13. Adjournment**

13.1 Adjourn Meeting - Motion by Jeffrey Phelps, seconded by Shannon Brown to adjourn the meeting. Vote 7 to 0. Motion Carried. Time: 8:25 p.m.

  
Jeanette Needom, District Clerk

Draft Minutes: 12/18/2025  
Scheduled for BOE Review: 1/20/2026  
BOE Approval: 1/20/2026