



Belleville Henderson Central School  
8372 County Route 75  
Adams, NY 13605

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Board of Education

John W. Allen, President  
Anthony J. Barney, Vice President  
Roger E. Eastman, John M. Gleason, Dennis R. Jerome, Gary M. Ramsdell, Kristin J. Vaughn  
Camron Hodge, Student Board Member

Administration

Jane A. Collins, Superintendent  
James Kettrick, Consultant  
Scott A. Storey, Building Principal  
Emily Worden, Administration  
Colleen Bellinger, School Business Manager

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AGENDA  
August 25, 2025

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ENCLOSURES

1. BH Board of Education Meeting Minutes
2. Collaboration Agreement with CCE

## 2024-2025

### **GOALS OF THE DISTRICT**

1. To provide opportunities for our students to excel in academics, career trades, extracurricular activities, and skills development, by offering a variety of programs and providing the resources necessary in support thereof.
2. To remain fiscally solvent and stable, by means of long-term budget planning, reducing expenses, negotiations, and exploring additional revenue streams to ensure the longevity of our district.
3. To recruit and retain excellent faculty and staff by fostering a positive atmosphere with high morale, endorsing professional development, supporting our administrators, and recognizing our employees hard work, dedication, and success.

### **GOALS OF THE BOARD OF EDUCATION**

1. To enhance community relations and communication by increasing transparency and ensuring the timely and clear dissemination of information through the District's website, social media platforms and other user-friendly avenues.
2. To build and encourage succession planning and professional development in the areas of budgeting, facility planning, and leadership growth.
3. To maintain a safe and orderly educational environment where the Board of Education, administration, teachers, staff and community deliberately display and guide our students to learn and exhibit kindness, respect and professional behavior.

#### **DISTRICT MISSION STATEMENT**

Belleville Henderson Central School serves as a center for education for all students incorporating the homes, school, and community, guaranteeing an education that includes a foundation for life-long learning, individual well-being, responsible behavior, and the pursuit of excellence to meet the challenges of the future

**I. REGULAR MEETING**

Called to order in the Library at \_\_\_\_\_ pm by President Allen with the following members:

BOE Present: John Allen, Anthony Barney, Roger Eastman, John M. Gleason, Dennis Jerome, Gary Ramsdell, and Kristin Vaughn.

BOE Student Member Present: Camron Hodge

Others present: Jane Collins, Superintendent, Scott Storey, Building Principal, Colleen Bellinger, School Business Manager Emily Worden, Administrator, and Sally Kohl, District Clerk.

Excused:

Members from the community/guests:

**II. APPROVE/AMENDING THE AGENDA**

Resolved that this Board of Education amend or approve the agenda as published.

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

**III. PRESENTATIONS**

- Emily Worden
  - Introduction of new staff

**IV. PUBLIC PARTICIPATION****V. CALENDAR OF EVENTS**

8/25	7:00 pm	Board of Education Regular Meeting -Library
8/26		Superintendent's Day
8/27		Superintendent's Day
8/27	4:30-5:30	Corn Roast-Cafeteria
8/27	5:30-7 pm	Open House Pre K- (5:30- for AM PreK/6:15-PM Pre-K)
8/27	5:30-7 pm	Open House K-12
9/1		Labor Day Holiday
9/2		First Day with Students
9/2		Modified Fall Sports Begin
9/8	3:30 pm	Board of Education Special Meeting Executive Session Only
9/15	7:00 pm	Board of Education Regular Meeting -Library
9/18	7:00 pm	Under the Lights Varsity Girls Soccer vs Beaver River
9/19	7:00 pm	Under the Lights Varsity Boys Soccer vs Alexandria
9/20	7:00 pm	Alumni Under the Lights Game
9/20	9 am-3 pm	Community Ag Fair
9/23	6-7:30 pm	Prepared Panthers Come to the Table Family Event
9/30		Picture Day-Elementary
10/1		HS Picture Day
10/4	7-10:00 pm	Homecoming Dance Grades 7-12-Sponsored by the BH Booster Club
10/13		Columbus Day
10/23-25		NYSSBA Convention (NYC)
10/24	6:00 pm	Elementary Musical 101 Dalmatians
10/25	2:00 pm	Elementary Musical 101 Dalmatians

**VI. COMMUNITY OF CARING UPDATE**

**VII. CONSENT AGENDA**

**1. Resolved that this Board of Education approve the following:**

**A. MINUTES**

**Enc. #1** BHCS Board of Education Meeting Minutes from August 11, 2025

**B. BUILDING/TRANSPORTATION USE**

**Lindsay Baldwin, American Youth Soccer Organization**, requests the use of the BHCS Athletic Fields for practices and games for the month of September. IT BEING UNDERSTOOD, that school activities will come first and activities will be coordinated with the District Office.

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

**VIII. PERSONNEL**

**2. APPROVE VOLUNTEER MODIFIED ASSISTANT COACH-JOHN GLEASON**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves **John Gleason**, as a volunteer modified assistant coach for the 2025-2026 school year.

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

**3. ACCEPT RESIGNATION-TODD RACE**

Resolved, that upon the recommendation of the Superintendent, this Board of Education accepts with regret, the resignation of Todd Race, Bus Driver, effective immediately.

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

**4. APPROVE SUBSTITUTE-TODD RACE**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves **Todd Race**, as substitute bus driver.

IT BEING UNDERSTOOD, that **Mr. Race** has had the proper training, license and physical.

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

**5. APPROVE RETURNING SUBSTITUTE TEACHER**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves **Alice Draper** as a returning substitute teacher.

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

**6. APPROVE STIPENDS**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves the following stipends:

\$6,000	Katelyn Costello	Home Game Supervisor for 1 full sport season, 1 split sport season, and administrative duties
\$4,000	Colleen Bellinger	Home Game Supervisor for 1 full sport season and 1 split sport season.

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

**IX. NEW BUSINESS**

**7. PERMISSION FOR SUPERINTENDENT TO SIGN 2024-2025 COLLABORATION AGREEMENT WITH CCE**

**Enc. #2** Resolved, that upon the recommendation of The Superintendent, this Board of Education grants permission for the Superintendent to sign the Collaboration Agreement with Cornell Cooperative Extension Association of Jefferson County (CCE) to enter into the 2025-2026 school year agreement for the 21<sup>st</sup> Century Community Learning Center program for the 7/1/2022-6/30/2027 funding cycle.

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

**X. POLICY**

There are no policy items.

**XI. FOR THE BOARD'S REVIEW**

**XII. ADMINISTRATIVE REPORTS**

- Business Manager's Update
- Principal's Update
- Superintendent's Update

**XIII. UPDATE TO BOARD OF EDUCATION QUESTIONS**

**XIV. PUBLIC PARTICIPATION**

**XV. PROPOSED EXECUTIVE SESSION**

Resolved, that this Board of Education enter executive session at \_\_\_\_\_pm to discuss:

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

President Allen declared open session at \_\_\_\_\_pm.

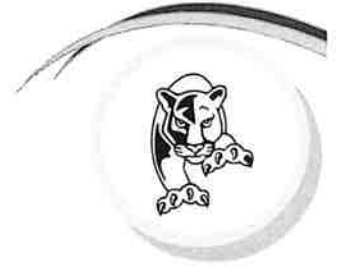
**ADJOURNMENT**

Resolved, that at \_\_\_\_\_pm, this meeting be adjourned.

Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Vote: \_\_\_\_\_

# BELLEVILLE HENDERSON CENTRAL SCHOOL

8372 County Route 75  
Adams, New York 13605  
Main Office: 315-846-5411  
Guidance Office: 315-846-5825  
District Office: 315-846-5826  
Fax: 315-846-5617



## BELLEVILLE HENDERSON CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION REGULAR MEETING MINUTES August 11, 2025

President Allen opened the meeting with the Pledge of Allegiance and called to order in the Library at 7:00 pm.

The following members were present (6): John Allen, Anthony Barney, Roger Eastman, John M. Gleason, Dennis Jerome, and Kristin Vaughn.

BOE Student Member Present: Camron Hodge

Others present: Jane Collins, Superintendent, James Kettrick, Consultant/Interim Superintendent, Scott Storey, Building Principal, Emily Worden, Administrator, and Sally Kohl, District Clerk.

Excused: Gary Ramsdell, Board Member and Colleen Bellinger, School Business Manager

Members from the community/guests: Ron McNitt, Heather McNitt, Connor McNitt, and Emily Baldwin.

### **APPROVE THE AGENDA**

Resolved that this Board of Education approve the agenda correcting minor mistakes.

Motion made by: Roger Eastman

Seconded by: Kristin Vaughn

Motion Carried: 6-0

### **PRESENTATIONS**

- Mrs. Worden presented the Comprehensive Counseling Plan and Partnership with Children's Home of Jefferson County. Mrs. Worden answered any questions the Board asked.

### **PUBLIC PARTICIPATION**

There was no public participation at this time.

### **CALENDAR OF EVENTS**

8/11	7:00 pm	Board of Education Regular Meeting -Library
8/12	5-6:00 pm	Grade 7 Orientation
	6-7:00 pm	Grade 9 Orientation
	7-8:00 pm	Senior Orientation
8/13	6:00 pm	Parent Athlete Meeting
8/15	8:30-12:30pm	New Staff Orientation
8/18		Varsity Fall Sports Begin

### **APPROVE THE AGENDA**

Date: 8/11/2025

8/25	7:00 pm	Board of Education Regular Meeting -Library
8/26		Superintendent's Day
8/27		Superintendent's Day
8/27	4:30-5:30	Corn Roast-Cafeteria
8/27	5:30-7 pm	Open House Pre K-12 (5:30-pm for AM PreK/6:15-PM Pre-K)
8/27	5:30-7 pm	Open House K-12
9/1		Labor Day Holiday
9/2		First Day with Students
9/2		Modified Fall Sports Begin
9/15	7:00 pm	Board of Education Regular Meeting -Library

**COMMUNITY OF CARING UPDATE**

The Clerk reported on the marriage of Faith Brown on July 26<sup>th</sup>.

**CONSENT AGENDA****1. Resolved that this Board of Education approve the following:****A. MINUTES**

BHCS D Board of Education Meeting Minutes from July 14, 2025

Organizational Meeting.

BHCS D Board of Education Meeting Minutes from July 14, 2025 Regular Meeting.

BHCS D Board of Education Meeting Minutes from July 28, 2025.

BHCS D Board of Education Meeting Minutes from August 5, 2025.

**B. WARRANTS**

General Warrant-#1

Cafeteria Warrant #1

Capital Check Warrant #6

Capital Check Warrant #7

Full Service Community Grant Warrant #10

HGB Capital Project Checking Warrant #10

HKB Capital Project Checking Warrant #10

Full Service Community Grant Warrant #11

HGB Capital Project Checking Warrant #11

HDW Capital Project Checking Warrant #11

HKB Capital Project Checking Warrant #11

HDW Capital Project Checking Warrant #12

General Manual Warrant #15B

ACH Payments Warrant #15C

General Manual Warrant #15E

ACH Warrant Payments #15F

**C. TREASURER'S REPORT**

Monthly Treasurer's report for June 2025

**BH BOE MEETING MINUTES****WARRANTS****TREASURER'S REPORT**

Date: 8/11/2025

**D. CSE/CPSE RECOMMENDATION(S)**

Report on recommendations from the Committee on Special Education:  
Student numbers: 099210553, 099210606, 099210508, 099210608,  
099210610, 992107487, 99210654, 99211038, 99211060, 99211469,  
99211307, and 099211652.

This report is on file with Emily Worden, Chairperson of the Committee on Special Education.

**E. BUILDING/TRANSPORTATION USE**

**Katie McGrath**, requests the use of the BHCS Band Room for private instrumental lessons September 2, 2025 through June 26, 2026. IT BEING UNDERSTOOD, that school activities will come first and activities will be coordinated with the District Office.

Motion made by: Kristin Vaughn

Seconded by: Anthony Barney

Motion Carried: 6-0

**PERSONNEL****2. APPROVE RESIGNATION-ZELL BOLTON**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves with regret, the resignation of Zell Bolton, effective June 30, 2025

Motion made by: Roger Eastman

Seconded by: Anthony Barney

Motion Carried: 6-0

**3. APPROVE RESIGNATION-DUSTIN CROOKER**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves with regret, the resignation of Dustin Crooker, Varsity Boys' Soccer Assistant Coach, effective August 12, 2025.

Motion made by: Roger Eastman

Seconded by: Anthony Barney

Motion Carried: 6-0

**4. APPROVE ELA TEACHER-MICHELLE LAWRENCE**

On the recommendation of the Superintendent, the Board of Education hereby approves **Michelle Lawrence** to a three (3) year probationary appointment as follows:

Tenure Area: English

Effective Date: May 28, 2025

Expiration Date: May 27, 2028

Certification: ELA-Supplementary

Health Supplementary

Pre-K, K & 1-6-Permanent

Salary: \$77,268-pending BHTA Contract Settlement

Motion made by: Kristin Vaughn

Seconded by: John Gleason

Motion Carried: 6-0

**CSE/CPSE  
RECOMMENDATIONS****APPROVE RESIGNATION-  
ZELL BOLTON****APPROVE RESIGNATION-  
DUSTIN CROOKER****APPROVE MICHELLE  
LAWRENCE-ENGLISH  
TEACHER**



Date: 8/11/2025

**5. APPROVE HEALTH TEACHER-MICHELLE LAWRENCE**

On the recommendation of the Superintendent, the Board of Education hereby approves **Michelle Lawrence** to a three (3) year probationary appointment as follows:

Tenure Area: Health

Effective Date: May 28, 2025

Expiration Date: May 27, 2028

Certification: ELA-Supplementary

Health Supplementary

Pre-K, K & 1-6-Permanent

Salary: \$77,268-pending BHTA Contract Settlement

Motion made by: Kristin Vaughn

Seconded by: John Gleason

Motion Carried: 6-0

**6. APPOINT FOOD SERVICE HELPER-CHRISTIE WEYERSTRASS**

Resolved upon the recommendation of the Superintendent, this Board of Education, that pursuant to the provisions of Civil Service Law Section 22 of the State of New York, the following person be appointed as a ten-month (5 hours per day), probationary food service helper as follows:

Name: **Christie Weyerstrass**

Effective Date: August 12, 2025

Expiration Date: August 11, 2026

Salary: \$17.00 per hour

Motion made by: Roger Eastman

Seconded by: Anthony Barney

Motion Carried: 6-0

**7. APPOINT TEACHER AIDE-SARAH MCGRATH**

Resolved upon the recommendation of the Superintendent, this Board of Education, that pursuant to the provisions of Civil Service Law Section 22 of the state of New York, the following person be appointed as a ten month (7 hours per day), probationary teacher aide as follows:

Name: **Sarah McGrath**

Effective Date: August 12, 2025

Expiration Date: August 11, 2026

Salary: \$17.00 per hour

Motion made by: Kristin Vaughn

Seconded by: Anthony Barney

Motion Carried: 6-0

**APPROVE MICHELLE  
LAWRENCE-HEALTH  
TEACHER**

**APPOINT CHRISTIE  
WEYERSTRASS-FOOD  
SERVICE HELPER**

**APPOINT SARAH  
MCGRATH-TEACHER AIDE**

**8. APPOINT TEACHER AIDE-MICHELE STRIFE**

Resolved upon the recommendation of the Superintendent, this Board of Education, that pursuant to the provisions of Civil Service Law Section 22 of the state of New York, the following person be appointed as a ten month (7 hours per day), probationary teacher aide as follows:

Name: **Michele Strife**  
Effective Date: August 12, 2025  
Expiration Date: August 11, 2026  
Salary: \$17.00 per hour

Motion made by: Roger Eastman

Seconded by: John Gleason

Motion Carried: 6-0

**9. APPOINT TEACHER AIDE- MARISSA DECKER**

Resolved upon the recommendation of the Superintendent, this Board of Education, that pursuant to the provisions of Civil Service Law Section 22 of the state of New York, the following person be appointed as a ten month (7 hours per day), probationary teacher aide as follows:

Name: **Marissa Decker**  
Effective Date: August 12, 2025  
Expiration Date: August 11, 2026  
Salary: \$17.00 per hour

Motion made by: Kristin Vaughn

Seconded by: Anthony Barney

Motion Carried: 6-0

**10. APPROVE PERMANENT APPOINTMENT-KELSEY GLENN**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves **Kelsey Glenn**, who has successfully completed her probationary appointment as teacher aide is to be made permanent effective August 26, 2025.

Motion made by: Kristin Vaughn

Seconded by: Anthony Barney

Motion Carried: 6-0

**11. APPROVE PERMANENT APPOINTMENT ASHLEY LOURA**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves **Ashley Loura**, who has successfully completed her probationary appointment as teacher aide is to be made permanent effective August 26, 2025.

Motion made by: Anthony Barney

Seconded by: Roger Eastman

Motion Carried: 6-0

**APPOINT MICHELLE  
STRIFE-TEACHER AIDE**

**APPOINT MARISSA DECKER  
TEACHER AIDE**

**APPROVE PERMANENT  
APPOINTMENT FOR KELSEY  
GLENN**

**APPROVE PERMANENT  
APPOINTMENT-FOR  
ASHLEY LOURA**

**12. APPROVE PERMANENT APPOINTMENT-KEVIN SIMPSON**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves Kevin Simpson, who has successfully completed his probationary appointment as bus driver is to be made permanent effective August 26, 2025.

Motion made by: Roger Eastman

Seconded by: John Gleason

Motion Carried: 6-0

**APPROVE PERMANENT  
APPOINTMENT FOR KEVIN  
SIMPSON**

**13. APPROVE PERMANENT APPOINTMENT-TERRY SANDERS**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves Terry Sanders, who has successfully completed her probationary appointment as bus driver is to be made permanent effective August 26, 2025.

Motion made by: Roger Eastman

Seconded by: Anthony Barney

Motion Carried: 6-0

**APPROVE PERMANENT  
APPOINTMENT FOR TERRY  
SANDERS**

**14. APPROVE PERMANENT APPOINTMENT-TIFFANY WHITNEY**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves Tiffany Whitney, who has successfully completed her probationary appointment as food service helper, is to be made permanent effective August 26, 2025.

Motion made by: Roger Eastman

Seconded by: Kristin Vaughn

Motion Carried: 6-0

**APPROVE PERMANENT  
APPOINTMENT-TIFFANY  
WHITNEY**

**15. APPROVE MENTOR-SHANNON LANE**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approve Shannon Lane as a mentor for Meghan Spaulding.

Motion made by: Roger Eastman

Seconded by: John Gleason

Motion Carried: 6-0

**APPROVE MENTOR-  
SHANNON LANE**

**16. APPROVE MENTOR-PETER BINGLE**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approve Peter Bingle as a mentor for Cassandra Forrester.

Motion made by: John Gleason

Seconded by: Anthony Barney

Motion Carried: 6-0

**APPROVE MENTOR PETER  
BINGLE**

**17. APPROVE MENTOR-KATHLEEN MARLOWE**

Resolved, that upon the recommendation of the Superintendent, this Board of Education, approve Kathleen Marlowe as a mentor for Crissa Barron.

Motion made by: Roger Eastman

Seconded by: Kristin Vaughn

Motion Carried: 6-0

**APPROVE MENTOR  
KATHLEEN MARLOWE**

**18. APPROVE INCREASE IN WORKDAY HOURS-MICHELLE MOYER**

Resolved, that upon the recommendation of the Superintendent, this Board of Education, approves the increase of workday hours for Michelle Moyer, Aide, from 7 hours to 8 hours.

Motion made by: Roger Eastman

Seconded by: Kristin Vaughn

Motion Carried: 6-0

**19. APPROVE VOLUNTEER-LINDA ZEHR**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves Linda Zehr as a volunteer for the school year 2025-2026.

Motion made by: Kristin Vaughn

Seconded by: John Gleason

Motion Carried: 6-0

**20. APPROVE VOLUNTEER-SUSAN SHELMDINE**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves Susan Shelmdine as a volunteer for the school year 2025-2026.

Motion made by: Kristin Vaughn

Seconded by: Roger Eastman

Motion Carried: 6-0

**21. APPROVE VOLUNTEER-MICHELLE MORALES**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves Michelle Morales as a volunteer for the school year 2025-2026.

Motion made by: Kristin Vaughn

Seconded by: Anthony Barney

Motion Carried: 6-0

**APPROVE INCREASE IN  
WORDAY HOURS FOR  
MICHELLE MOYER**

**APPROVE VOLUNTEER  
LINDA ZEHR**

**APPROVE VOLUNTEER  
SUSAN SHELMDINE**

**APPROVE VOLUNTEER  
MICHELLE MORALES**

Date: 8/11/2025

**22. STANDARD WORKDAY REPORTING FOR ELECTED AND APPOINTED OFFICIALS**

Resolved, that this Board of Education establishes the following as standard workdays for the elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Name/Position	Standard Term Work Day	Begins/Ends	Participates in Employer Time Keeping System	Days per Month
Sally A. Kohl, District Clerk/Secretary to the Superintendent	8	7/1/2025-6/30/2026	No	22.65

Motion made by: Roger Eastman

Seconded by: Kristin Vaughn

Motion Carried: 6-0

**23. STANDARD WORKDAY**

Resolved, that this Board of Education hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hours/day)
Bus Monitor	8
Food Service Helper	7
Nurse	8
School Food Service Director	7
Teacher Aide	7
Teacher Assistant	7
Typist	8
Non-Instructional Substitute	7

Motion made by: Kristin Vaughn

Seconded by: Anthony Barney

Motion Carried: 6-0

**24. APPROVE SUBSTITUTE TEACHER AND BUSINESS OFFICE SHELLY SHEA**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves **Shelly Shea** as substitute teacher and business office. IT BEING UNDERSTOOD, that **Ms. Shea** has had a criminal history background check, including fingerprinting, performed by the State Education Department.

Motion made by: Kristin Vaughn

Seconded by: Anthony Barney

Motion Carried: 6-0

STANDARD WORK DAY  
REPORTING FOR ELECTED  
AND APPOINTED OFFICIALS

STANDARD WORKDAY

APPROVE SUBSTITUTE-  
SHELLY SHEA

**25. APPROVE RETURNING SUBSTITUTES**

**Resolved**, that upon the recommendation of the Superintendent, this Board of Education approves the following returning substitutes for the 2025-2026 school year:

**APPROVE RETURNING  
SUBSTITUTES FOR 2025-  
2026**

	<b>Instructional</b>	<b>Non- Instructional</b>	<b>Transportation</b>	<b>Cleaner</b>	<b>Food Service</b>
Neva Bettinger	<b>X</b>	<b>X</b>			
Linda Broadhurst			<b>Bus Monitor</b>		
Deborah Clark	<b>X</b>				
John C. Cobb				<b>X</b>	
Rusty Corron				<b>X</b>	
Teagan Costello	<b>X</b>	<b>X</b>			
Gabriele Dickinson		<b>X</b>	<b>Bus Monitor</b>		<b>X</b>
Isabella Eastman	<b>X</b>	<b>X</b>			
Paul Gibbs			<b>Bus Driver</b>		
Faith Graham	<b>X</b>	<b>X</b>			
Adam Hallett			<b>Bus Driver</b>		
Justine Hatcher		<b>X</b>			
Pamela Jones	<b>X</b>				
McGrath, Jennifer				<b>X</b>	<b>X</b>
Connie Passage				<b>X</b>	
Robin Poirier				<b>X</b>	
Catherine Rexford	<b>X</b>				
Karrigan Riordan	<b>X</b>	<b>X</b>			
Renee Scherer	<b>X</b>				
James Scordo	<b>X</b>	<b>X</b>			
Susan Shelmidine		<b>X and Office</b>			
Daniel Storey	<b>X</b>	<b>X</b>			
Elaine Streeter	<b>X</b>				
Carol Ann Thomas			<b>Bus Driver</b>		
Lee Michael Whitney	<b>X</b>	<b>X</b>			
Reagan Whitney	<b>X</b>	<b>X</b>			
Benjamin Wisner	<b>X</b>				
Karen Zehr	<b>X</b>	<b>X</b>			
Kenneth Zehr	<b>X</b>	<b>X</b>			
Laura Zehr	<b>X</b>				

Motion made by: Roger Eastman  
Seconded by: Anthony Barney

Motion Carried: 6-0

Date: 8/11/2025

**NEW BUSINESS****26. APPROVE TAX LEVY**

**Whereas** the voters of the Belleville Henderson Central School District and the Board of Education have heretofore adopted a budget in the amount of \$13,253,283 for the school year beginning July 1, 2025 and ending June 30, 2025.

**AND WHEREAS**, the local portion known as the tax levy in the amount of \$5,569,991 is required for this budget.

**BE IT RESOLVED**, that this Board of Education be and hereby authorizes a tax levy of \$5,569,991 for the school district and \$71,000 for the public libraries and authorized the appropriate tax rates and authorizes the Board of Education members to sign the Tax Warrant.

Motion made by: Kristin Vaughn

Seconded by: Roger Eastman

Motion Carried: 6-0

**27. APPROVE BUDGET TRANSFERS**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves the following budget transfers:

To:	A1420.400	Legal-Contractual	\$ 30,524.71
From:	A9060.800	Employee Benefits	\$ 30,524.71
To:	A2110.490	Teaching – Regular School BOCES	\$ 30,495.40
From:	A9060.800	Employee Benefits	\$ 30,495.40
To:	A9020800	TRS-Employee Benefits	\$20,734.15
From:	A9060.800	Employee Benefits	\$20,734.15

Motion made by: Kristin Vaughn

Seconded by: Anthony Barney

Ms. Collins noted that the transfers are within the 2024-2025 budget and are for purposes of closing the books.

Motion Carried: 6-0

**28. PERMISSION FOR SUPERINTENDENT TO SIGN MOU WITH CHILDREN'S HOME OF JEFFERSON COUNTY**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves the Superintendent to sign a Memorandum of Understanding with the Children's Home of Jefferson County to provide school-based mental health services in accordance with New York State Office of Mental Health regulations.

Motion made by: Roger Eastman

Seconded by: Kristin Vaughn

Motion Carried: 6-0

**APPROVE TAX LEVY AND  
SIGNING OF WARRANT**

**APPROVE BUDGET  
TRANSFERS FOR 2024-2025**

**PERMISSION TO SIGN MOU  
WITH CHILDREN'S HOME  
OF JEFFERSON COUNTY**

Date: 8/11/2025

**29. APPROVE ATHLETIC PLACEMENT PROCESS**

**WHEREAS**, Section 135.4(c) (7) (ii) (a) (4) of the Regulations of the Commissioner of Education provides for a Board of Education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to compete on interscholastic athletic teams organized for pupils in the seventh and eighth grades; and

**WHEREAS**, these pupils are to be allowed to compete at levels that are appropriate to their physical maturity, physical fitness, and sport skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and

**WHEREAS**, the State Education Department issues the competition standards for these pupils to compete under a program called the Athletic Placement Process;

**THEREFORE, BE IT RESOLVED**, that this Board of Education shall permit pupils to compete after successfully completing the Athletic Placement Process for the requested sport and level.

Motion made by: Kristin Vaughn

Seconded by: Roger Eastman

Motion Carried: 6-0

**30. APPROVE ITEMS FOR DISPOSAL, DISCARD AND/OR PUBLIC SALE**

Resolved, that upon the recommendation of the Superintendent, the Board of Education approves the following items to be considered for donation, disposal and/or public sale:

<b><u>QTY</u></b>	<b><u>Item (s)</u></b>
12	Cafeteria Tables
Several	Misc. Text Books
20	Legal Pad Stands
22	Placemats
Several	Misc. Games
2	Small Computer Speakers
20	Outdated Headphone Sets
15	Scissors (unusable)
3	Virtual Realty Goggles
8	Microphones
Several	Misc. Outdated Classroom Supplies

Motion made by: Kristin Vaughn

Seconded by: Anthony Barney

Motion Carried: 6-0

**31. APPROVE COMPREHENSIVE SCHOOL COUNSELING PROGRAM**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approves the 2025-2026 Comprehensive School Counseling Program.

Motion made by: Roger Eastman

Seconded by: Anthony Barney

Motion Carried: 6-0

**APPROVE ATHLETIC  
PLACEMENT PROCESS****APPROVE ITEMS FOR  
DISPOSAL, DISCARD  
AND/OR PUBLIC SALE****APPROVE COMPREHENSIVE  
SCHOOL COUNSELING  
PROGRAM**



### **32. APPROVE LUNAR HOLIDAY**

Resolved, that upon the recommendation of the Superintendent, this Board of Education approve the closure of the district offices on February 17, 2026 in observation of the Lunar Holiday.

Motion made by: Roger Eastman

Seconded by: Anthony Barney

Motion Carried: 6-0

### **POLICY**

No policy items.

### **FOR THE BOARD'S REVIEW**

#### **ADMINISTRATIVE REPORTS**

- Business Manager's Update  
Mrs. Bellinger prepared her report for the Board to review. Ms. Collins noted that tax collection will be Mondays and Wednesdays from 3:30-5:30 pm beginning September 3<sup>rd</sup>. Taxes can only be paid in person at the school during these hours or by mail. Paying at the bank is not an option this year. The tax collection hours will be posted to the webpage.
- Principal's Update  
Mr. Storey gave a summary of the agenda for the 7<sup>th</sup>, 9<sup>th</sup>, and 12<sup>th</sup> grade orientation on August 12<sup>th</sup>.
- Superintendent's Update  
Ms. Collins gave an update on funding programs for 2025-2026.

#### **UPDATE TO BOARD OF EDUCATION QUESTIONS**

Student Board Member, Camron Hodge asked for a summary of the Bell to Bell Initiative.

### **PUBLIC PARTICIPATION**

#### **EXECUTIVE SESSION**

Resolved, that this Board of Education enter executive session at 7:48 pm to discuss negotiations, matters pertaining to the personnel matters, and discuss matters pertaining to the Superintendent search.

Motion made by: Roger Eastman

Seconded by: Anthony Barney

Mr. Kettrick was invited to stay for executive session.

Student Board Member, Camron Hodge exited the meeting at 7:48 pm.

Motion Carried: 6-0

Ms. Collins, Mr. Storey, and Mrs. Worden exited the meeting at 8:45 pm.

President Allen declared open session at 9:07 pm.

**APPROVE DISTRICT  
OFFICES TO BE CLOSED IN  
OBSERVATION OF LUNAR  
HOLIDAY**

**EXECUTIVE SESSION**

**OPEN SESSION**

**ADJOURNMENT**

Resolved, that at 9:15 pm, this meeting be adjourned.

Motion made by: Roger Eastman

Seconded by: Anthony Barney

Motion Carried: 6-0

Respectfully Submitted,

Sally Kohl,  
District Clerk

**ADJOURNMENT**

Enc. #2  
8/25/2025

Cornell Cooperative Extension Association of Jefferson County  
Belleville Henderson Central School District  
21<sup>st</sup> CCLC Programming 2025-2026  
Collaboration Agreement

Cornell Cooperative Extension Association of Jefferson County (CCE) and Belleville Henderson Central School District (BHCS D) agree to assume and perform the following roles and responsibilities in the administration of the 21<sup>st</sup> Century Community Learning Center (21<sup>st</sup> CCLC) program during the 2022-2027 funding cycle (7/1/22 - 6/30/27). The goal of this program is to provide a 21<sup>st</sup> Century Community Learning Center program of the highest quality for the participating students. The program is funded through the New York State Department of Education.

The MOU agreement is comprised of three sections:

- Joint responsibilities of the CCE and BHCS D.
- Responsibilities of CCE.
- Responsibilities of BHCS D.

**Joint responsibilities of CCE and BHCS D.**

1. Ensure that all procedures and regulations for health, fire and safety, pick-ups, parent consents, transportation, field trips, food, insurance, medical and other emergency procedures will be clearly listed and widely disseminated, and that they will conform to applicable local and state standards.
2. Structure and facilitate meaningful communication between the BHCS D staff and the 21<sup>st</sup> Century Community Learning Center program. Provide on-going opportunities for BHCS D staff and 21<sup>st</sup> CCLC staff to plan, coordinate, and integrate curricular areas with school activities.
3. Hold regularly scheduled meetings between staff of CCE and BHCS D Principal as well as other appropriate personnel, to discuss all issues pertaining to the 21<sup>st</sup> CCLC program. Issues would include, but not be limited to, staff performance, effectiveness of program features, student development, and other issues of program evaluation.
4. Develop mechanisms and opportunities to communicate on a regular basis with both the Advisory Committee, School Board, and the family members of the program's students, including information regarding school day and afterschool program that is accessible in a public space.
5. Recruit, select, and enroll student participants in the 21<sup>st</sup> CCLC program and disseminate procedural information widely.
6. Both the school and CCE may share equipment to enhance each other's programming with youth and families.
7. Each party shall maintain commercial general liability insurance of not less than \$1,000,000 per occurrence covering its operations related to this Agreement and obligations herein and shall name the other party as an Additional Insured.

8. To the extent permitted by law each party to this Agreement shall hold harmless, indemnify, and defend with reasonable attorney fees the other party, their officers, directors, trustees, employees, volunteers, and agents from and against injury to any person, including death, or damage to property caused by the negligent acts or omissions of the indemnifying party, its employees or agents. If it is determined that both parties contributed to the injury or damage each party shall be responsible for its comparative negligence in causing the injury or damage.

### **Responsibilities of CCE**

1. Communicate and provide information to BHCS D about the 21<sup>st</sup> CCLC program through regularly scheduled meetings.
2. If applicable, recruit, hire, and train all program staff in cooperation with BHCS D. The BHCS D Principal and/or his/her designee will participate in the selection of the full-time person responsible for the program.
3. Manage the day-to-day operations of the program and notify BHCS D of any problems, issues, and concerns in a timely fashion.
4. Track student enrollment and attendance and provide that information to BHCS D as necessary. Ensure student enrollment into the program include a process for collecting parental consent for obtainment of academic information (GPA, report cards, test scores), behavior records, medical information, and custody from the school district as needed for facilitation of the program and required grant reporting.
5. Invite designated BHCS D staff to attend staff meetings.
6. Attend school staff meetings as determined by BHCS D.
7. Make staff available for in-service training throughout the school year and arrange for appropriate substitute coverage.
8. Work cooperatively with the research and evaluation component of the 21<sup>st</sup> CCLC program.
9. Ensure the respectful treatment of school property, including replacing property damaged or destroyed by the students or staff of the afterschool program, and keeping the spaces used by the afterschool program clean. Notify BHCS D maintenance/custodial staff of any assistance needed in keeping program spaces clean. Equipment will be inventoried and labeled.
10. Ensure that all state requirements for staff clearances and SACC licensing requirements are met.
11. Develop protocol for emergency notification of parents and/or guardians.
12. Establish procedures for the safe-keeping and safe transport of children after program hours.
13. Ensure that there are staff on-site during program hours trained in first aid, CPR and medical emergencies.
14. Maintain appropriate insurance coverage.
15. Provide the oversight on all financial information and reports necessary for the 21<sup>st</sup> CCLC program.
16. Provide payment for drama club programming in the total amount of \$1,000 based on invoice(s) provided by BHCS D. All invoices must be received by 5/31/26.

## Responsibilities of BHCS

1. Work cooperatively with CCE and Independent Evaluator. Information requested by evaluators is to be provided in a timely manner. This may include, but not be limited to, sharing school profiles and all relevant data available in the public domain. In addition, test scores, grades, report cards, GPA, attendance, etc. will be provided with full protection of the rights of the students and within the regulations of the school system.
2. Allow afterschool program staff to attend relevant professional development opportunities offered by BHCS.
3. Assure the availability of clean spaces for the afterschool program in an adequate number of classrooms, as well as the cafeteria, kitchen, auditorium, library, gymnasium, and any other relevant space.
4. Provide CCE staff with an office/space to secure files and paperwork that may contain confidential student information, as well as a location suitable for program staff to hold meetings and plan during the school day.
5. Supply adequate and appropriate storage space for the after-school program's materials and equipment.
6. Facilitate the provision of full custodial services at no cost.
7. Identify and organize appropriate security for the afterschool program.
8. Provide a healthy, nutritious snack for the program.
9. Provide information to the program staff regarding student medical needs, vaccination status, allergies, emergency medication, IBP, custody information -when parent consent is provided.
10. Provide access to a landline telephone for the program to use in the event of an emergency.
11. Provide drama club program for two hours daily when afterschool program is in session during the months of February and March. Invoice CCE for a total of \$1,000. Invoice(s) must be submitted no later than 5/31/26 for payment. Students must be enrolled and data entry into EZ Reports maintained.

Agreed on this day by,

Cornell Cooperative Extension Association of Jefferson County  
(Community Based Organization)

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(Signature of Executive Director)

Belleville Henderson Central School District  
(Name of School)

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(Signature of Superintendent)