

**BOARD MEETING:**           **Regular Meeting**  
**DATE:**                      Wednesday, January 21, 2026  
**TIME:**                      6:00 p.m.  
**PLACE:**                     Naples High School Library

- I. Roll Call
- II. Meeting Called to Order
- III. Adopt the Agenda of the Regular Meeting of January 21, 2026 (Board Action)
- IV. Proposed Executive Session, Subject to Board Approval
- V. Pledge of Allegiance
- VI. Public Comments:

The Board of Education invites you, the residents of our school community, to feel comfortable in sharing matters of interest or concern that you might have with us. The Board President will be happy to recognize those of you who wish to speak. We would ask that you come forward and please identify yourself before presenting your thoughts. *The total of all comments will not exceed 15 minutes.*

Those items brought to the attention of the Board during this time may be taken under consideration for future response or action. *(Individual comments will be limited to three minutes.)*

As a matter of courtesy, we ask that issues related to specific School District personnel or students be brought to the attention of the Superintendent of Schools privately. Thank you for this consideration.

Board Response: The Board of Education is committed to keeping communication open and transparent. The Board of Education President will be working with the Board and the Superintendent to make every effort to respond to public comments directed to the Board of Education at previous meetings, during the next scheduled meeting.
- VII. Points of Interest
- VIII. Superintendent Reports – Administrative Updates - Presentations
  - Elementary 5<sup>th</sup> & 6<sup>th</sup> Grade
  - SRO – Tim Durgan
  - Superintendent Update
  - Student Representative Update
  - Assistant Superintendent for Business – Budget Workshop #1
  - Administrative Updates
- IX. Board Report – Budget
- X. Minutes (Board Action)
- XI. Business (Board Action)
  - Policy Update
- XII. Personnel (Board Action)
  - FMLA Unpaid Leave of Absence
- XIII. Consent Agenda Items (Board Action)
  - CSE Committee Recommendations
  - Substitutes
  - Volunteers
- XIV. Adjournment (Board Action)

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, January 21, 2026 at 6:00 p.m. in the Naples High School Library.

Roll Call:	Members Present:	Robert Brautigam	Kelley Louthan
		Jacob Hall	Steven Mark
		Amie Levine	Maura Sullivan
	Members Absent:	Joseph Callaghan	

Also Present: Kevin Swartz, Chad Hunt, Christina Brautigam and Michele Barkley

Guests Present: Katherine Piedici, Cassandra Lamphier, Matthew Mahoney, Heather Clark, Amy Lincoln, Deputy Tim Durgan, Madeline Abraham, Jayden Tilley, Joshua Tilley, Patricia Barnes, Amelia Fahy, Kristina Fahy, Harper Levine, Matt Levine, Brie Levine, Payten Dittman, Kaitlin LaFave, Michael LaFave.

A quorum being present, the Regular Meeting of January 21, 2026 was called to order at 6:00 p.m. by President Board Member Jacob Hall.

**Motion: Maura Sullivan**

**2<sup>nd</sup>: Amie Levine**

Resolved, that the Board of Education approves the agenda of the Regular Meeting of January 21, 2026 as presented.

**Voting Yes: 6**

**Motion Carried**

**Voting No: 0**

**Motion: Kelley Louthan**

**2<sup>nd</sup>: Steven Mark**

Resolved, that the Board of Education approves calling an executive session at 6:01 p.m. for

a) The medical and employment history of a particular person.

**Voting Yes: 6**

**Motion Carried**

**Voting No: 0**

**Time out of Executive Session: 6:38 p.m.**

**Pledge of Allegiance**

**Public Comments – Boards Response - None**

**Points of Interest - None**

**Superintendent Reports – Administrative Reports - Presentations**

5<sup>th</sup> & 6<sup>th</sup> Grade Department Chair, Amy Lincoln, presented a PowerPoint (attached) noting that working hard and being kind is the goal for the kids. She introduced the teaching staff, goals & outcomes, making connections with the Buddy and Mentoring Program, and some of the challenges, particularly with AI and screen time. Students shared some of the work they have been

doing by reading some of their non-fiction papers: The Civil War, The Revolutionary War, and The Great Depression.

School Resource Officer, Deputy Tim Durgan, shared with the Board that this is his 3<sup>rd</sup> year with Naples. He continues to interact with students by pushing into class rooms. He recently pushed into the health class and spoke on the effects of alcohol and driving as well as Mr. Green's Government class about search warrants. He continues to have a positive presence maintaining security of the grounds and buildings as well as working with multiple other agencies in ensuring resources and assistance for students at home to provide them a safe environment there as well. He noted the cell phone ban has had a positive effect on students as he is not seeing the many issues that he saw prior to the ban. Students are engaging positively with each other, more talking and playing games.

Superintendent Kevin Swartz shared the following updates:

- Introduced Kaitlin LaFave, the new Jr./Sr. High School Principal and described the hiring process, noting there were so many strong candidates, but Kaitlin was impressive as she brings many years of experience, regional connections, a tremendous amount of energy, personality and positivity. Through the interview process, she spoke to the idea of maintaining what's going well, yet being mindful of the shifts that are happening with Portrait of a Graduate. Through the process, she outlined having high expectations for herself, students, and her staff with high levels of support. Kevin formally welcomed Kaitlin and congratulated her on her appointment.
- Kaitlin spoke and thanked the board for the opportunity. She is very excited and looking forward to getting started. She briefly shared with the Board her background and experience and excited to continue the amazing work at NCS.
- Congratulations to the elementary school for choosing a math curriculum. An important step and can't wait to see the great things that will come from this.
- Attended the Legislative Breakfast at Newark, BOCES last week with Jacob Hall. Five different leaders from across the state attended. Topics included EV Bus Mandate, staffing changes, programming issues for kids, mental health, and safety. Kevin noted that the representatives are supporting rural schools. He noted that the challenges we face go back to the foundation aid and funding. Jacob Hall spoke on the great work that the Board has been doing with the Facility, Policy and Budget committees. One component as a board that could be looked into in the next coming year is advocacy. How we reach out and communicate with our legislature. He appreciated the assembly people being there and elaborated on being cognizant of the bills being voted on while educating the public and working together to advocate for the challenges we face. This 2<sup>nd</sup> annual breakfast was a great opportunity and put together well. Senator Pam Helming gave Naples a shout out as she recognized Naples and Kevin did a great job presenting on the EV bus platform. Jake appreciates the leadership role Kevin is taking on for Naples, but also for our area and what that means for all of our kids.

Elementary Principal, Katherine Piedici shared the following updates:

- The math curriculum, Bridges, has been selected for the elementary school noting that training will happen this year with implementation for the Fall of 2026.
- TOSA, Kyle Inda has been coordinating the winter benchmarking and facilitating a book study, literacy based, for the elementary school.

- A committee was created to continue the March Book Madness and they are excited to have a plan in place to move forward and continue the tradition using existing resources as opposed to one person planning it.
- Katie noted she has been meeting with Kyle Inda and Cassie Lamphier several times in preparation of her upcoming maternity leave making sure they have a plan in place.

Director of Pupil Personnel, Cassandra Lamphier shared the following updates:

- Special Education has been on a journey as well noting that a lot of the special education teachers are in the co-taught setting using the same curriculum that the general education staff are using. In the special classes, it has been a teacher driven curriculum meeting each students need.
- Piloting a new program this year – Unique Learning Tool
- Meetings with special education chairs from both buildings to work on effectively using our staff to service students no matter which building they are in.
- The Indicator for the State - Parent Participation Survey – Have until August to have 65 parents respond to the survey. Currently short 13, but have plenty of time to get there. Parents feel they are a valued part of the process by responding to the survey.

Interim Administrator, Matthew Mahoney shared the following updates:

- Currently in the middle of Regents and Midterms. Going smoothly thanks to Heather Clark and the preparation and work she has done. She has been extremely helpful with this.
- Working on the transitioning plan as we prepare for Kaitlin LaFave into the new position.
- Continuing to work on Curriculum Instruction, noting that all the work put forth for the math curriculum has been a success, yet we need to do the work that's best for kids, while we continue to work together and collaborate.
- Alignment Maps – 5 content areas - Finished up math and skills map this year.
- Curriculum Council and building teacher leaders.

Assistant Principal, Data Coordinator, Heather Clark shared the following updates:

- AIS Math and English teachers have really been using data to drive their instruction. It has been huge in the building this year as they target what students need to work on.
- A point of pride this year has been connecting with the community to provide Food Bags for 80 kids during Christmas Break partnering with the Naples Cupboard and Library.
- There was a Formal Dance in January for kids who don't go to prom. Exciting for the kids.
- Everyone is in a good place and being super positive.

### **Budget Workshop #1**

Assistant Superintendent for Business, Chad Hunt, provided a PowerPoint (attached) on the budget. He noted that this is the condensed version with preliminary numbers as he received the 1<sup>st</sup> state aid runs yesterday. He spoke about the revenue projections noting the categories and the increases projected. The School Property Tax Levy is projected to increase 2.67%. Continuing to use Three + One for investing monies in CD's gaining interest. Expenditure projections include increases to employee benefits, particularly, health insurance: Non-high deductible plans - 15% increase; high deductible plans - 20% increase; retiree plans - 80% increase. Currently looking to increase about ½ the increase of the retiree plans in this year's budget. The budget is a give and

take. Everybody has been really good about being mindful of expenditures. Highlights noted: 1.86% budget to budget increase. The current budget deficit as it stands today is \$371,077. The Budget Vote is Tuesday, May 19, 2026 in the HS Library, 7pm to 8pm.

**Board Report – Budget**

Chad Hunt noted that they reviewed the current 2025-26 budget, as it is trending really well. Fund balance projections should be available for the next board meeting. The majority of the meeting was looking at the 2026-27 budget. Reviewed and discussed the budget, line by line. The long-term conversation is, how do we prepare for what is coming as NYS is running out of money as they are talking about major cuts to Foundation Aid. How do we start preparing ourselves now? We have a sound reserve plan but these are not renewable resources. Questions to consider: Are staffing levels appropriate; what reserves should we look to utilize and when; planning for future years and stretching our dollars as far as possible.

Jacob Hall noted that they also talked about priorities. There is no extra in this budget. As we look at programs, like the Portrait of a Graduate, and where programs go. In order to add a program, we have to change a program. Being flexible and having a good road map and being very deliberate of where we go is critical, even though right now we are in a good spot with the reserve plan, schools are asked to do more and more with less and less. So are community folks. There will be some discomfort, but we need to work together as a team collaboratively. More discussion ensued.

**Motion: Kelley Louthan**

**2<sup>nd</sup>: Steven Mark**

**Resolved, that the Board of Education approves the minutes of the following meeting(s):**

- Regular Meeting of January 7, 2026
- Special Meeting of January 14, 2026

**Voting Yes: 6**

**Motion Carried**

**Voting No: 0**

**Motion: Maura Sullivan**

**2<sup>nd</sup>: Kelley Louthan**

**Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following Business resolutions as presented:**

- Resolved, that the Board of Education, upon the recommendation of the Policy Committee, with no second reading as per Policy #1410, approves the following policies, regulations and forms as presented:
  - Policy # 6220: Temporary Personnel Policy (Effective 07/01/26)

**Voting Yes: 6**

**Motion Carried**

**Voting No: 0**

**Motion: Steven Mark**

**2<sup>nd</sup>: Robert Brautigam**

**Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following personnel item(s) as presented:**



# POLICY

~~2024~~2026

6220  
1 of 5

Personnel

## **SUBJECT: TEMPORARY PERSONNEL**

The District's needs sometimes require temporary appointments. The terms of these appointments shall be defined by the Board on a case-by-case basis.

### **Student Teachers**

The District shall cooperate with teacher training institutions in the placement of student teachers to provide beginning teachers with the best possible student teaching experience.

Schools are required to allow student teachers to videotape themselves providing instruction in a classroom to meet part of their instruction assessment requirements for teaching certification. The video must remain confidential, is a confidential record of the New York State Education Department (SED), and is not subject to viewing or disclosure to an individual or entity other than the student teacher applicant and relevant SED personnel.

Student teachers shall be protected from liability for negligence or other acts resulting in accidental injury to any person by the District, as provided by law.

Student Teachers shall not be allowed to substitute teach until they have completed all requirements for student teaching.

### **Substitute Teachers**

A fully qualified substitute teacher will be employed, whenever possible, by the Superintendent in the absence of a regular teacher. It is recognized that fully certified persons will not always be available for employment as substitute teachers.

A teacher substitute is required to have at least two (2) years of higher education. Exceptions must be approved by the school superintendent.

### **Eligibility for Service**

Per Commissioner's Regulations Section 80-5.4, there are three (3) categories of substitutes:

- a) Substitutes with valid teaching certificates or certificates of qualification may serve in any capacity, for any number of days. If employed on more than an "itinerant" basis, these substitutes will be employed in their certification area.

(Continued)

# POLICY

~~2024~~2026

6220  
2 of 5

Personnel

## **SUBJECT: TEMPORARY PERSONNEL (Cont'd)**

- b) Substitutes without a valid certificate, but who are completing collegiate study towards certification at the rate of not less than six (6) semester hours per year may serve in any capacity, for any number of days, in any number of school districts. If employed on more than an "itinerant" basis, these substitutes will be employed in their anticipated certification area.
- c) Substitutes without a valid certificate and who are not working towards certification may serve for no more than forty (40) days per school year. In extreme circumstances – where there is a urgent need for a substitute teacher – however, the District may employ this substitute teacher beyond the 40-day limit, for up to an additional fifty (50) days (90 days total in a school year), if the Superintendent certifies that the District conducted a good-faith recruitment search and there are no certified teachers available who can perform the duties of the position.

The District may hire this substitute teacher beyond the 90 days only if the Superintendent attests that the District conducted a good-faith recruitment search, but there are still no certified teachers available who can perform the duties of the position and that the District needs a particular substitute teacher to work with a specific class or group of students until the end of the school year.

The Board will annually establish the ordinary rate for per diem substitute teachers.

### Reporting

The Superintendent will submit an annual report to the Commissioner concerning the employment of all uncertified teachers. The report will include:

- a) The number of substitute teachers authorized to be employed beyond the 40-day limit.
- b) The number of substitute teachers authorized to be employed beyond the 90-day limit.
- c) The required good-faith recruitment certifications for all teachers employed beyond the 40-day and 90-day limits.

The placement of a person on the approved substitute list requires Board of Education approval.

(Continued)

# POLICY

~~2024~~2026

6220  
3 of 5

Personnel

## SUBJECT: TEMPORARY PERSONNEL (Cont'd)

### Per Diem Substitute Teacher Pay

The Naples Central School District shall pay substitute teachers at the rates listed below. All salaries are for continuous service in one assignment. There is no retroactivity. When substituting for a particular teacher, salary will be adjusted when the appropriate number of days of service has been met. At that point, the new rate will go into effect. Any modifications of the policy will be at the discretion of the Board of Education.

#### **Days of Service**

1 to 20 days

#### **Salary**

~~\$110~~130/day: Certified

~~\$110~~130/day: Uncertified

21 days up to one semester

1/200th of step 1 BS/day (Commencing day 21)

Per Diem Substitute Teacher Pay for Retired Teachers, from Naples Central School District or from other school districts, will be paid at the rate of ~~\$140~~160/day.

Per Diem Substitute Teacher Pay for Retired College Professors, will be paid at the rate of ~~\$140~~160/day.

The District may hire two (2) teacher substitutes on a contractual basis at the rate of ~~\$120~~135/day, who would be required to report for work as a teacher substitute each day that the students are in physical attendance of the school buildings. These teacher substitutes would be granted five (5) leave days each school year to be used for sick or personal leave. No additional benefits.

Long-Term Substitute Teachers will be those people who take over a regular teacher's assignment for one (1) semester or longer. They will be placed on contract for the duration of their assignment at the following rate of pay as per their degree: Step 1 Teachers Salary Distribution Schedule –Bachelors; or Step 1 of the Teachers Salary Distribution Schedule -Masters. Benefits will include Health Insurance; Dental Insurance; and Sick/Personal leave as specified in the Naples Teachers' Association contract.

Substitute Nurse: Certified RN or LPN: ~~\$125~~140.00/day

Substitute Tutor: \$30.00/hour

(Continued)

20242026

6220  
4 of 5

# POLICY

Personnel

## **SUBJECT: TEMPORARY PERSONNEL (Cont'd)**

### **Substitute Non-Instructional**

The following Substitute Non-Instructional Employees shall be paid at the Current NYS Minimum Wage: Bus Monitor, Cleaner\*, Clerk, Food Service Helper, Library Clerk, School Monitor, Teacher Aide, Teacher Assistant, Building Maintenance Assistant and Typist.

\*Cleaner substitutes shall receive differential pay of forty-five (45) cents per hour for any hours worked after 3:30 p.m. effective 09/16/2019.

Lifeguards: Hourly wage will be Minimum wage plus \$1.00

Building Maintenance Mechanic: Hourly wage will be Minimum wage plus \$1.50

Custodian: Hourly wage will be Minimum wage plus \$1.00

Automotive Mechanic/Bus Driver: Minimum Wage - \$18.35/hour

Bus Driver: ~~\$18.00~~\$21.00/hour

### Special provisions relative to Substitute Bus Drivers and Substitute Bus Monitors:

Substitute Bus Drivers and Substitute Monitors will be paid eighteen dollars(\$18) per hour for attendance at the mandatory physical performance test, written exams, behind the wheel road test, defensive driving test, drug/alcohol testing, ten (10) hour course, two (2) hour refresher(s), four (4) hour preservice, DOT/19A physical, and Mandatory Department meetings. This will apply if the above mentioned items cannot be performed during the regularly scheduled work hours. Drive time to and from required coursed is excluded.

\*The Naples Central School District will reimburse substitute drivers for permit and licensing fees upon completion of ten (10) days of substitute employment with presentation of a voucher for payment and related receipts. The licensing fees will be reimbursed as the difference between a regular driver's license and a Class D, Class CDL, and Class B license.

# POLICY

Personnel

**SUBJECT: TEMPORARY PERSONNEL (Cont'd)**

Costs for Fingerprinting: Fingerprinting costs will be the responsibility of the substitute; costs will be reimbursed to the substitute upon completion of 10 days of substitute employment. (Financial Assistance is available to qualified individuals)

Education Law Section 3023

8 New York Code of Rules and Regulations (NYCRR) Sections 80-1.5 and 80-5.4

NOTE: Refer also to Policy #7240 – Student Records: Access and Challenge

Adopted: 06/27/07

Revised: 11/18/09 - Effective 07/01/2010

Revised: 03/17/10 - Effective 07/01/2010

Revised: 01/05/11

Revised: 04/27/11

Revised: 07/13/11

Revised: 12/07/11

Revised: 03/21/12

Revised: 07/11/12

Revised: 02/13/13

Revised: 10/16/13

Revised: 01/22/14

Revised: 03/19/14

Revised: 02/25/15

Revised: 10/07/15

Revised: 12/02/15

Revised: 03/16/16

Revised: 10/17/16

Revised: 12/07/16

Revised: 12/21/16

Revised: 06/21/17

Revised: 11/15/17

Revised: 06/19/19

Revised: 10/06/19

Revised: 10/07/20

Revised: 09/08/21

Revised: 12/17/14

Revised: ?? Effective 07/01/2026

Revised: 05/08/24