

**SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT
REGULAR BOARD OF EDUCATION MEETING
MONDAY, FEBRUARY 9, 2009
HIGH SCHOOL LIBRARY**

MINUTES

CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Leonard Jordan called the meeting to order at 7:00 pm. A quorum of Board members was present at the start of the meeting; Ted Rejman (7:05) and Steve Morse (7:10).

OPEN SESSION/ROLL CALL

Board members present: President Leonard Jordan, Vice President Dean Winspear, Teresa Lipfert, Joe Lonsky, Steve Morse, Ted Rejman, Jim Wilcox

Board members absent: none

Administrators present: Superintendent Mary Kay Worth, Martha Stevermer, Luke Carnicelli, Mary Lou Cronin, Patricia Reilley

Others present: Nynette Adams, Becky Davis, Bernie DeGraw, Phil Donovan, John Gloss, Brett Johnson, Rick McKane, Ed Siemiatkowski, Alyssa Sunkin (*Citizen* reporter), Ann Teeter, Joe Troy, Terry Underwood, Jim Walker

APPROVAL OF AGENDA

On a motion by Dean Winspear, seconded by Joe Lonsky, the Board of Education approved the agenda.

Motion carried: Yes – 5 No – 0

PRESENTATIONS –

-- Claims Auditor Ed Siemiatkowski spoke to the Board about the claims auditing process. He and Business Administrator Martha Stevermer answered their questions on areas that need improvement, blanket purchase orders, the entire purchasing process, use of the district credit card; the district uses the same standardized accounting system that is used throughout New York State.

VISITOR RECOGNITION – none

Consent Agenda Action Items: Motion was made by Dean Winspear, seconded by Steve Morse, to approve the following items. Ted Rejman requested a change in the minutes of the January 26 meeting to reflect his apology for his part in the heated discussion about the financial report; minutes will be amended. These policies have been reviewed by the Policy Committee, with no changes recommended.

Motion carried: Yes – 7 No – 0

-- Minutes: – BOE Regular Meeting, January 26, 2009

The Board of Education approved the minutes of the BOE regular meeting of January 26, 2009. (with one amendment)

-- Minutes – BOE Special Meeting, February 2, 2009

The Board of Education approved the minutes of the BOE special meeting of February 2, 2009.

-- CSE Recommendations: The Board of Education approved the recommendations of the Committee on Special Education.

-- Policy, Annual Review: The Board of Education completed an annual review of the following policies which were reviewed by the Policy Committee, with no changes recommended.

Annual Non-Instructional/Business Operations Policy Review (Section 5000)

INCOME

2.1	Revenues	#5210
2.2	District Investments	#5220
2.3	Acceptance of Gifts, Grants and Bequests to the School District	#5230
2.4	School Tax Assessment and Collection	#5240
	2.4.1 Property Tax Exemption for Senior Citizens	#5241
2.5	Sale and Disposal of School District Property	#5250

EXPENDITURES

3.2	Expenditures of School District Funds	#5320
3.3	Budget Transfers	#5330
3.4	Borrowing of Funds	#5340

BOARD OF EDUCATION ACTION ITEMS

-- Policy, First Reading: On a motion by Dean Winspear, seconded by Ted Rejman, the Board of Education reviewed for a first reading **Policy #5310, Bonding of Employees and School Board Members**, as revised by the Policy Committee.

Motion carried: Yes – 7 No – 0

- New Policy, First Reading: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education reviewed for a first reading new **Policy #5440, District Cell Phones**, as recommended by the Policy Committee. President Jordan read the policy in full. There are 11 or 12 district-owned cell phones, for safety reasons, used by administrators and bus garage personnel at a cost of about \$300 per month. Maintenance personnel have pagers.

Motion carried: Yes – 7 No – 0

- Resolution, Health Services: On a motion by Teresa Lipfert, seconded by Ted Rejman, the Board of Education adopted the following resolution.

Motion carried: Yes – 7 No – 0

CONTRACT FOR HEALTH SERVICES

An agreement made this 9th day of February, 2009, by and between the Auburn Enlarged City School District, party of the first part, and the Southern Cayuga Central School District, party of the second part, as follows, vis:

Whereas, the first party in connection with the operation at the schools of the Auburn Enlarged City School District furnishes health services to the pupils attending such schools, and

Whereas, certain Non-public and Private Schools known as 1) St. Joseph's School, 2) Saints Peter & Paul School, and 3) Tyburn Academy are located in the Auburn Enlarged City School District,

Whereas, as required by the Education Law of the State of New York, the Auburn Enlarged City School District is supplying various health services to the pupils of said schools, including those pupils who reside in the Southern Cayuga Central School District, and

Whereas, it seems advisable to provide for the expense of the furnishings of such health services, NOW, THEREFORE,

This agreement witnesseth as follows:

The Auburn Enlarged City School District agrees to furnish to those pupils of the Southern Cayuga Central School District attending these schools the following medical services and supplies: school nursing services, vision and hearing tests, medical examinations, notification of parents regarding defects and follow up and first aid supplies. It is expressly agreed by and between the parties hereto that the services agreed to be supplied under this contract shall not include any teaching service.

It is further agreed that accounts shall be rendered by the Auburn Enlarged City School District against the Southern Cayuga Central School District on the basis of the actual cost of services rendered by the first party for pupils of the second party attending these schools, that such accounts shall be rendered by June 30, 2009.

This contract shall be effective as of September 1, 2008, and shall terminate on June 30, 2009, at midnight.

In witness whereof, the parties have hereunto set their hands the day and year above written.

Personnel Agenda

RESIGNATION –

- Part-Time Monitor: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education accepted the resignation of **Jim Haring** as part-time monitor in the high school, for personal reasons, effective January 5, 2009. He will remain as a substitute monitor.

Motion carried: Yes – 7 No – 0

- Custodian: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education accepted the resignation of **Jim Heim** as custodian, for the purposes of retirement, effective April 16, 2009, with thanks for his years of service.

Motion carried: Yes – 7 No – 0

CHANGE IN EMPLOYMENT STATUS

- Monitor: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education approved a change in hours for **Charles Brown**, Monitor, increasing his hours to 7:30 am to 3:30 pm Monday thru Friday for the remainder of the 2008/09 school year.

Motion carried: Yes – 7 No – 0

APPOINTMENTS -- Resolution: The Board of Education hereby gives notice of its intent to appoint the following individuals to the designated positions with an emergency conditional appointment in accordance with Policy #6170, subject to their submission of clearance for employment by the State Education Department Office of School Personnel Review and Accountability (OSPRA). Upon the receipt of conditional employment clearance, the appointment shall be changed to a conditional appointment and upon receipt of final clearance for employment granted by the State Education Department, the appointment shall be changed to a regular or substitute appointment as designated below.

Consent Agenda Personnel Items: On a motion made by Ted Rejman, seconded by Steve Morse, the Board of Education approved the following personnel items.

Motion carried: Yes – 7 No – 0

- Substitute: The Board of Education approved **Paul Joseph Redmond** as substitute teacher for the 2008/09 school year.
- Student Practicum Placement: The Board of Education approved the student practicum placement of **Kristin Frangione**, a student at Cornell University with a dual major in agriculture education and animal science, to observe in the classroom of Andy Miller, from February 11 to May 8, 2009, as part of her total 100 hours of classroom observations and fieldwork.

- Student Practicum Placement: The Board of Education approved the student practicum placement of **Mike Birkin**, an Earth Science student at Wells College, for two hours per week with Mike Dempsey, from February 11 to May 11, 2009.
- School Bus Driver: The Board of Education approved the appointment of **Christopher Keller** to a 5.5 hour-per-day position as School Bus Driver, effective February 10, 2009, at a rate of \$13.35. Mr. Keller is currently the most senior bus driver working at 3.3 hours per day.
- Part-Time Typist: The Board of Education approved the appointment of **Nancy Gazlay** of Locke as part-time typist (20 hours per week) to work in the bus garage, effective February 10, 2009, at a rate of \$11.47 per hour. Board members received background information on this recommendation at their January 12 meeting. This appointment fills the position vacated by Jill Dugan and will not incur extra costs for the district. Ms. Gazlay will provide office coverage from 1:00 to 5:00 pm Monday thru Friday; it is a 10-month position. She will work on the TransFinder computer software program and continue to drive a school bus in the morning and will remain eligible for her benefits. It was explained that part-time positions do not have to be filled from a Civil Service list and one person can fill two part-time positions with different titles.
- Co-Curricular: The Board of Education approved the appointment of **Anita Furness** as Girls' Modified Grade 7 Volleyball Coach for the 2008/09 school year (fall 2008), at \$1,500. Money was in the budget for this position and the situation was explained for this recommendation.

BUSINESS OFFICE REPORT/INFORMATIONAL ITEMS

- Bus Proposition; Board members discussed the recommendations from the recent Transportation Committee meeting for bus replacements; we do not yet have all buses covered by the five-year plan; for the next meeting there will be a list of buses with their mileage, as well as warranty information; a resolution for bus purchases will be on the February 23 agenda for the May ballot.
- Single Bus Run Study; the district has been searching for a company to conduct a study regarding a single bus run; this subject has been analyzed by the district a few times; an outside company would provide a neutral perspective. After much discussion, on a motion by Teresa Lipfert, seconded by Dean Winspear, the Board of Education authorized the Business Administrator to act on the recommendation of the Transportation Supervisor to go forward with regard to establishing a fair price in a timely manner for a single bus run study, as proposed, at a cost not to exceed \$7,500, with transportation aid expected, for an end cost after State Aid of approximately \$1,500.

Motion carried: Yes – 7 No – 0

- Dormitory Authority EXCEL Funding; Business Administrator Martha Stevermer reviewed a memo provided to Board members. The Board president will sign the documents tonight; the \$292,900 is expected to be paid to us before the end of the school year; it will be used to pay down the BAN that comes due in July 2009.

- 2009/2010 Budget Review/Discussion
 - Operations & Maintenance
 - Transportation

Discussion took place on these areas of the budget. Overall, the operation of plant portion is down 1.54% and the maintenance of plant portion is up 7.3%; transportation is up 8.03% and transportation, building is up 41.24%. A retiring custodian will not be replaced; the plan includes repairs and replacements, such as a van. Board members questioned selling a large truck used for snow plowing, fuel oil tanks, used oil, ways to generate electricity.

SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS

- Programs/Staffing decision-making process memo; this memo was also shared with staff members.

- COSBA Awards nomination process to recognize teachers, administrators and support staff; BOE to endorse nominations at February 23 meeting; nominations are due March 1; does any Board member wish to serve on the nomination review committee, a one-time commitment in March. The annual awards dinner is held in June.

- Safe Schools/Healthy Students Grant Opportunity; six area schools (Moravia, Union Springs, Southern Cayuga, Weedsport, Cato-Meridian and Jordan-Elbridge) have been asked to cooperatively apply along with the Cayuga County Mental Health Council for a Safe Schools/Healthy Students grant amounting to 1.5 million dollars for four years. Information about the grant was provided to Board members. Discussion then took place regarding SROs (School Resource Officers), with Board members questioning whether the grant would pay for our existing SRO. The application deadline is March 4 and the grant, if awarded, would start July 1, 2009. More information will be provided for the February 23 meeting.

BOARD OF EDUCATION REPORT

- Letter to representatives; a copy was provided to Board members of the letter sent recently to our state and federal representatives.

- BOE goals/BOE self-evaluations; need to be reviewed.

- BOE Committee Reports
 - Cayuga Onondaga School Boards Association (COSBA) Executive Committee Representative; Leonard Jordan
A COSBA legislative luncheon has been scheduled for Friday, February 27; Len Jordan and Dean Winspear will attend. Next regular meeting is March 2.
 - District Audit Committee; Joe Lonsky, Dean Winspear
 - Long-Range Facilities Planning Committee; Ted Rejman, Dean Winspear, Len Jordan
 - **Next Meeting** February 11 at Emily Howland at 6:30 pm
 - Policy Committee; Ted Rejman, Dean Winspear
 - **Minutes** from the February 3 meeting were provided; Ted Rejman reviewed his request from last time about Policy #5410; his concerns were answered at the Policy Committee meeting.
 - Wellness Core Committee or SubCommittees; Teresa Lipfert; Dean Winspear; no report
 - Transportation Committee; Jim Wilcox, Dean Winspear
 - **Minutes** from the February 2 meeting were provided.
 - Athletics; Steve Morse; winter sports are winding down; the girls' basketball team is doing well; they have a game tomorrow night against Groton and may win the division; Board members were invited to attend.
 - SCCS/Union Springs Merged Sports Committee; Ted Rejman, Jim Wilcox, Dean Winspear
 - **Meeting** was held February 4; there will be some changes next year, perhaps not as many sports as in the past; the committee may meet again this year.
 - SCCS/Wells Partnership; Dean Winspear
 - **Next meeting** February 12, 6:30 pm, Wells science building

- Ted Rejman asked about a number of topics: the progress of the health care RFP (proposals will be reviewed at the meeting this week); the old BOCES site (it has been advertised for sale; no takers yet); Chesapeake Energy Company (their priorities have shifted; they are working on other projects and will eventually come back to SCCS); community questions from the February 2 public meeting; he believes answers should be ready for them at the March 2 meeting; we should highlight the district in regards to our efforts to help higher education with student teacher placements; uses for the planetarium; our strong agriculture program; questions about the BOCES agriculture program; Ted would like to see other schools sharing our program; perhaps a meeting can be arranged with SCCS, Moravia and Union Springs to discuss it.

QUESTIONS FROM THE AUDIENCE REGARDING AGENDA ITEMS

- Becky Davis asked for clarification of the public hearing process; it was noted that by law a public hearing will take place after the budget is adopted by the Board.
- Ann Teeter commented on summer workers and substitutes; they are not covered by the contract.
- Bernie DeGraw asked about the safety of 9- and 15-passenger vans; and about the district cell phones. It was explained that if an employee uses a district cell phone for personal use, it is considered taxable income per IRS regulations. Bernie also noted that the SCTA is available to meet any time.
- Jim Wilcox suggested that the safety of buses should be investigated.

EXECUTIVE SESSION

On a motion by Ted Rejman, seconded by Dean Winspear, the Board entered executive session at 10:00 pm for discussion of a personnel matter.

Motion carried: Yes – 7 No – 0

RETURN TO OPEN SESSION

On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education returned to open session at 10:57 pm.

Motion carried: Yes – 7 No – 0

ADJOURNMENT

On a motion by Ted Rejman, seconded by Joe Lonsky, the Board of Education adjourned at 10:59 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Nynette Adams, District Clerk