

**SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
WEDNESDAY, JULY 1, 2009  
HIGH SCHOOL LIBRARY**

**MINUTES**

---

**REORGANIZATION MEETING**

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Superintendent Worth called the meeting to order at 7:04 pm. All Board members were present at the start of the meeting.

**Administrators present:** Superintendent Mary Kay Worth, Martha Stevermer, Luke Carnicelli

**Others present:** Nynette Adams, Matt Bancroft, Kris Becker, Julie Burnham, Doug Killian, Martha Laboon, Colleen & Dale Mattoon, Rick McKane, Alyssa Sunkin (*Citizen reporter*),

Superintendent Worth served as Temporary Chairperson.

District Clerk Nynette Adams administered the Oath of Office to new BOE members Robb Jetty, Lisa Killian and Bruce Kopp.

**Election of President of Board of Education**

-- Nominations for the Office of President of Board of Education

Motion was made by Joe Lonsky, seconded by Robb Jetty, to nominate Dean Winspear as President; motion was made by Teresa Lipfert, seconded by Lisa Killian, to nominate Ted Rejman as President. Discussion followed. All agreed that there would be differences of opinion and consensus should be reached respectful of each person's vote.

Dean Winspear: Yes – 2 No – 4 (LK, BK, TR, TL); defeated

Ted Rejman: Yes – 5 No – 0; Abstain – 1 (JL); passed

-- District Clerk Nynette Adams administered the Oath of Office to Ted Rejman to serve as President of the Board of Education.

-- Ted Rejman was seated as President and then served as Chairperson for the remainder of the meeting.

**Election of Vice President of Board of Education**

-- Nominations for the Office of Vice President of Board of Education

Motion was made by Teresa Lipfert, seconded by Lisa Killian, to nominate Bruce Kopp as Vice President; motion made by Joe Lonsky, seconded by Robb Jetty, to nominate Dean Winspear as Vice President.

Dean Winspear: Yes – 1 No – 6 (RJ, LK, BK, DW, TR, TL); defeated  
Bruce Kopp: Yes – 7 No – 0; passed

-- District Clerk Nynette Adams administered the Oath of Office to Bruce Kopp, who was then seated as Vice President of the Board of Education.

On a motion by Teresa Lipfert, seconded by Robb Jetty, the Board of Education approved the agenda as amended.

Motion carried: Yes – 7 No – 0

#### **APPOINTMENTS FOR THE 2009/2010 SCHOOL YEAR**

**-- Unless otherwise noted, the assignments/designations of employees to these responsibilities are part of their regular duties.**

*(Separate resolutions for action on consideration of each grouping):*

**Group A;** Motion was made by Robb Jetty, seconded by Teresa Lipfert. In reference to her letter that was provided to board members, Joe Lonsky asked if Julie Burnham was happy with her job as internal auditor. Motion to approve Group A was withdrawn.

On a motion by Dean Winspear, seconded by Joe Lonsky, the Board of Education entered executive session at 7:22 pm to discuss personnel issues.

Motion carried: Yes – 7 No – 0

On a motion by Dean Winspear, seconded by Joe Lonsky, the Board of Education returned to open session at 7:45 pm.

Motion carried: Yes – 7 No – 0

On a motion by Teresa Lipfert, seconded by Joe Lonsky, the Board of Education approved the following appointments.

Motion carried: Yes – 7 No – 0

- District Clerk; Nynette Adams @ \$4,446
- Alternate District Clerk; Business Administrator
- District Treasurer; Beverly Buisch
- Deputy Treasurer; Business Administrator
- Claims Auditor; Ed Siemiatkowski @ \$25 per hour
- Internal Auditor; Julie Burnham @ \$6,000 per year
- Independent External Auditor for 2009/10; (Cuddy & Ward of Auburn); per contract

**Group B;** On a motion by Dean Winspear, seconded by Robb Jetty, the Board of Education approved the following appointments.

Motion carried: Yes – 7 No – 0

- School Attorney; Dennis Barrett @ \$185 per hour plus expenses
- School Physician; Dr. Marshall Trabout @ \$12,000

**Group C;** On a motion by Dean Winspear, seconded by Joe Lonsky, the Board of Education approved the following appointments, as amended. We have learned that an alternate representative to the Board of Directors, Cayuga-Onondaga Health Care Plan is not allowed. This appointment is eliminated from the group.

Motion carried: Yes – 7 No – 0

- Central Treasurer for Student Extra-Classroom Activities Fund; Beverly Buisch
- Chief Advisors to Student Co-Curricular Activities;  
    Luke Carnicelli, HS Principal & Patricia Reilley, Middle School Principal
- Purchasing Agent; Business Administrator Martha Stevermer
- Payroll Certification Officer; Business Administrator Martha Stevermer
- Records Access Officer for Freedom of Information (FOIL) Requests; Business Administrator Martha Stevermer
- Records Management Officer; Business Administrator Martha Stevermer
- Representative to Board of Directors, Cayuga-Onondaga Health Care Plan; Business Administrator Martha Stevermer
- ~~--- Alternate Representative to Board of Directors, Cayuga-Onondaga Health Care Plan; Superintendent Mary Kay Worth~~
- Supervisors of Attendance: Principals Luke Carnicelli, Patricia Reilley, Mary Lou Cronin
- Census Enumerator; Betsy Donald @ \$811

**Group D;** On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the following appointments.

Motion carried: Yes – 7 No – 0

- District Tax Collector; Carol Piechuta @ \$12.94 per hour
- Residency Designee; Business Administrator Martha Stevermer

**Group E;** On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the following.

Motion carried: Yes – 7 No – 0

- Petty Cash Custodians, \$75 each account
  - Mary Lou Cronin, Elementary
  - Patricia Reilley, Middle School
  - Luke Carnicelli, High School
  - Terry Underwood, Athletic Office
  - Nynette Adams, Superintendent's Office
  - Carol Piechuta, Business Office/Tax Collector

**Group F;** On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the following appointments.

Motion carried: Yes – 7 No – 0

- Committee on Special Education – attached
- Sub-Committee on Special Education – attached
- Committee on Preschool Special Education – attached
- Impartial Hearing Officers

The BOE president is authorized to appoint Hearing Officer(s) for special education hearing(s) in regard to pending request(s) for a hearing, from the approved listing of Hearing Officers on the NYSED website, subject to ratification by the Board at its next meeting.

**Group G;** On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the following appointments.

Motion carried: Yes – 7 No – 0

- Title IX Compliance Officer; Business Administrator Martha Stevermer for Personnel; Cheryl Jackson for Students
- Section 504 Compliance Officer; School Psychologist Lindsay Osborne
- Title VI Civil Rights Compliance Officer; Attorney Matthew Fletcher
- Homeless Coordinator; School Social Worker Michelle Sloan-Smith
- School Lunch Program Officer; Business Administrator Martha Stevermer
- Asbestos Compliance Officer; Business Administrator Martha Stevermer
- ADA Compliance Officer; Business Administrator Martha Stevermer

**Group H;** BOE Committee Participation. Board members discussed committee service. On a motion by Robb Jetty, seconded by Dean Winspear, the Board of Education approved the following appointments.

Motion carried: Yes – 7 No – 0

- Cayuga Onondaga School Boards Association (COSBA) Executive Committee Representative; (one BOE member): Robb Jetty
- District Audit Committee; (three BOE members): Teresa Lipfert, Dean Winspear, Bruce Kopp {and community members }
- Long-Range Facilities Planning Committee; (two BOE members): Ted Rejman, Dean Winspear
- Long-Range Education Planning Committee (two BOE members): Teresa Lipfert, Ted Rejman
- Policy Committee; (three BOE members): Lisa Killian, Ted Rejman, Dean Winspear
- Wellness Core Committee or Sub-Committees; (two BOE members): Joe Lonsky, Dean Winspear
- Transportation Committee; (two BOE members): Dean Winspear, Joe Lonsky
- Athletics; (one BOE member); Lisa Killian

- SCCS/Union Springs Merged Sports Committee; (three BOE members): Bruce Kopp, Dean Winspear, Lisa Killian
- SCCS/Wells Partnership; (one BOE member): Ted Rejman
- Safety Committee; (one BOE member): Robb Jetty

### **DESIGNATIONS FOR THE 2009/2010 SCHOOL YEAR**

**Group I;** On a motion by Dean Winspear, seconded by Joe Lonsky, the Board of Education approved the following designations.

Motion carried: Yes – 7 No – 0

- Official Depositories of Funds
  - Cayuga Lake National (General Fund Checking/Savings/Capital Checking)
  - The Chase Manhattan Bank (Capital Fund/General Fund)
  - Tompkins Trust Co (Investments)
  - MBIA (Municipal Business Investment Association)
- Official Newspapers
  - The Auburn *Citizen* (legal notices & vacancies)
  - Scotsman Commercial Printers (Moravia *Shopper*) (publicity and BOE news)
- Official Check Signers/District Signatories
  - District Treasurer Beverly Buisch
  - BOE Vice President
  - Deputy Treasurer

**Group J;** On a motion by Dean Winspear, seconded by Joe Lonsky, the Board of Education approved the following designations.

Motion carried: Yes – 7 No – 0

- Board of Education Meeting Schedule; attached
- Annual Meeting Date; May 18, 2010

**Group K;** On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the following designations. Ted Rejman offered thanks to all for their service on these committees.

Motion carried: Yes – 7 No – 0

- Members to Sherwood Scholarship Committee
  - Luke Carnicelli
  - BOE Vice President
  - Bruce Culver
- Members to Koon Scholarship Committee
  - Paula Schmitt (secretary)
  - Eileen Fitzgerald
  - Judith Miladin
  - Superintendent

- Members to the District-Wide Health & Safety Committee
  - Michelle Shaw
  - John Nedza
  - Mark Snyder
  - Martha Stevermer
  - Beverly Rejman
  - Mark Johnson
  - Cathy Burns
  - Luke Carnicelli
  - Patricia Reilley
  - Mary Lou Cronin
  - Mary Kay Worth
  - Sharon Botsford
  - Anita Furness

### **APPROVALS FOR THE 2009/2010 SCHOOL YEAR**

On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the following. Robb Jetty asked about the value of membership with the CNYSBA; it was agreed the organization is beneficial.

Motion carried: Yes – 7 No – 0

- Tuition Rate for Non-Resident Students; at June 8, 2009, meeting, it was the consensus of board members to approve the tiered plan of tuition at the July 1 reorganization meeting, as follows.
  - First non-resident child in a family: \$2,831 (same as 2008/09)
  - Second non-resident child in same family: \$1,897 (2/3 of one-child rate)
  - Third and subsequent children in same family: \$934 (1/3 of one-child rate)
- Substitute Pay Rates; attached
- Starting Pay Rates; attached
- Memberships
  - Cayuga-Onondaga School Boards Association
  - Rural School Boards Association, \$550
  - Central New York School Boards Association, \$2,235

### **APPROVALS FOR THE SUPERINTENDENT**

On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the following.

Motion carried: Yes – 7 No – 0

- The Superintendent to Certify NYS Teachers' Retirement Reports
- The Superintendent to Apply for Grants in Aid
- The Superintendent to Approve Conference Requests & Leaves in accordance with Board of Education Policy and expenses as allowed
- The Superintendent to Sign Requests to Participate in Group Bidding with Cooperating School Districts and BOCES
- The Superintendent to Authorize Budget Transfers within Legal Limits
- The Superintendent to Execute BOCES and Cooperative Service Contracts

- The Superintendent to Employ Temporary, Part-Time, per Diem or Substitute Personnel
- The Superintendent to Temporarily Fill Vacant Positions Pending Consideration and Appointment by the Board of Education
- The Superintendent to Require Employees to be Examined by a Physician as Designated, in Accordance with Section 913 of NYS Education Law
- The Superintendent to Receive Court Notification Regarding a Student's Sentence/Adjudication in Certain Criminal Cases and Juvenile Delinquency Proceedings

#### **APPROVALS FOR THE BUSINESS ADMINISTRATOR**

On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the following.

Motion carried: Yes – 7 No – 0

- The Business Administrator to Grant the Use of Buildings and Grounds Pursuant to Board of Education Policy and Bylaws
- The Business Administrator to Certify NYS Employees' Retirement Reports
- The Business Administrator to Borrow Maximum Allowable Amounts by Law on Tax Anticipation Notes and Revenue Anticipation Notes
- The Business Administrator to Grant District Participation in the Cooperative Bidding Process with the Cayuga-Onondaga and Onondaga-Cortland-Madison BOCES

#### **APPROVALS FOR ACTIONS ON BEHALF OF THE DISTRICT**

On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the following.

Motion carried: Yes – 7 No – 0

- The District Treasurer to Invest Revenue Funds with the Approval of the Superintendent
- The Clerk of the Board of Education, Superintendent and/or Board of Education President to Sign Legal Documents and Contracts on Behalf of the Board
- The Business Administrator and Clerk of the Board to Open all Bids
- Mileage Rate at IRS rate (\$.55 per mile); this rate will be re-evaluated/adjusted on a quarterly basis.
- The Establishment of the Cost of Copying Documents for the Public at \$.25 per Page
- The Indemnification of Employees, Board of Education and Authorized Volunteers Acting within the Scope of Their Employment or Duties for the Benefits and Protections Pursuant to those Provided by NYS Education Law

On a motion by Dean Winspear, seconded by Robb Jetty, the Board of Education re-adopted all Policies, Regulations, Code of Ethics and Board of Education Ground Rules in Effect During the Previous Year.

Motion carried: Yes – 7 No – 0

The Calendar was reviewed. The next BOE meeting is scheduled for Monday, August 10.

**PRESENTATIONS** -- none

**VISITOR RECOGNITION:** none

### **BOARD OF EDUCATION ACTION ITEMS**

**Consent Agenda Action Items** (*one motion*): Motion was made by Dean Winspear, seconded by Joe Lonsky. Robb Jetty requested to remove the June 22 minutes from the consent items; it was agreed. Teresa Lipfert thanked the anonymous donor of \$5,300. The Board of Education approved the following items.

Motion carried: Yes – 7 No – 0

- **Donation**: Accepted anonymous gift of \$5,300 to be put in our Trust & Agency fund for the Arts.
  
- **Policy, Second Reading**: Reviewed for second reading, and adopted, **Policy #3280, Community Use of School Facilities**, as revised by the Policy Committee on June 11.
  
- **Cooperative Bid**: Approved the following resolution.

SOUTHERN CAYUGA CENTRAL SCHOOLS  
RESOLUTION OF BOARD OF EDUCATION  
for the 2009/10 School Year

WHEREAS it is the plan of a number of Board of Cooperative Educational Services and Board of Education in New York State to bid jointly for bread, bread products, milk, ice cream, paper, envelopes, custodial supplies, groceries, cafeteria paper supplies & equipment and audio visual equipment, and

WHEREAS the Board of Education of the Southern Cayuga Central School District is desirous of participating with other Boards of Cooperative Educational Services and Boards of Education in New York State in the joint bid of the commodities mentioned above as authorized by Articles 5 and 5-G of the General municipal Law, and

WHEREAS the Boards of Cooperative Educational Services and Boards of Education wish to appoint a representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening of bids, tabulating bids, reporting the results to the Boards of Cooperative Educational Services and Boards of Education and awarding the bid on behalf of the Board of Education of the Southern Cayuga Central School District;

THEREFORE, BE IT RESOLVED that the Board of Education of the Southern Cayuga Central School District hereby appoints and designates the Cayuga-Onondaga Board of Cooperative Educational Services to represent it in all matters related above; and

BE IT FURTHER RESOLVED that the Board of Education of the Southern Cayuga Central School District agrees to assume its equitable share of the costs for administrative and coordination services rendered in this cooperative bid.

-- Payment for Projects: Approved payment to **Betsy Donald** for the 2009/10 school year, for three special projects that benefit students that fall outside of her regular assigned duties; \$1,790 to be adjusted with SCTA contract settlement. Superintendent Worth explained the three projects and noted that the number of participants varies year to year.

-- Merged Sports: Approved the Merged Sports Committee's recommendations, decided at their June 25 meeting, with the following sports to be included for the 2009/10 school year. Field Hockey, Girls' Cross Country, Boys' Cross Country, Girls' Swimming, Fall Cheerleading, Football. The next meeting was set for Tuesday, September 15, 5:00 pm at SCCS.

\* \* \* \* \* end of consent items \* \* \* \* \*

-- Minutes, regular BOE meeting, June 22, 2009; On a motion by Dean Winspear, seconded by Joe Lonsky, the Board of Education approved these minutes, as amended.

Motion carried: Yes – 6 No – 0 Abstain – 1 (RJ)

**Personnel Agenda:** As recommended by the superintendent.

**RESIGNATIONS --**

-- Elementary Teacher: On a motion by Dean Winspear, seconded by Joe Lonsky, the Board of Education accepted the resignation of **Ilse (Lin) Jetty** as Elementary teacher, for retirement purposes, with thanks for her more than 20 years of service to the District, effective June 30, 2009.

Motion carried: Yes – 7 No – 0

-- Music Teacher: On a motion by Dean Winspear, seconded by Joe Lonsky, the Board of Education accepted the resignation of **Emilie Bertram** as Music teacher, for personal reasons, effective July 1, 2009.

Motion carried: Yes – 7 No – 0

**Other Personnel Resolution**

-- Claim: On a motion by Dean Winspear, seconded by Joe Lonsky, on the recommendation of the Superintendent, the Board of Education hereby adopts a resolution to authorize the school attorney to settle the Perez claim in the amount \$943.78.

**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 by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the following personnel items, as amended.

Motion carried: Yes – 7 No – 0

-- 2009 Summer Basketball Camp: The Board of Education approved the following appointments.

-- Ed Heslop, Director	\$500
-- Butch McGuerty, Coach	\$300
-- Greg Otis, Coach	\$300
-- Terry Underwood, Coach	-----
-- Hillary Chidsey, Counselor	\$240
-- Casey Underwood, Counselor	\$240
-- Pat Redmond, Counselor	\$240
-- Joanne Cartner, Coordinator	\$100
-- Amber Heslop, Lifeguard	\$100

-- Department Coordinators: The Board of Education approved the appointment of department coordinators for the 2009/10 school year, as follows. Superintendent Worth explained the role of department coordinators.

Level 1; \$2, 828

- CTE: Dan Holden
- ELA: Pat Armstrong & Ann Poorman; split stipend
- LOTE: Peg Herstine
- Math: Mary Beth Howell
- Science: Carl Scheffler & Mike Dempsey; split stipend
- Social Studies: Barb Casper & Chris Clapper; split stipend

Level 2; \$1,414

- Art: Mary Fedorka
- Guidance: Tanya Thompson
- Music: Cathy Mullarney
- Physical Education: Greg Otis
- Special Education: Cheryl Jackson

\* \* \* \* \* end of personnel consent items \* \* \* \* \*

-- Elementary Teacher: On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the probationary appointment of **Nicholas Redmond** as Elementary teacher, effective September 1, 2009. He will be assigned to the UPK classroom.

Motion carried: Yes – 7 No – 0

Name: Nicholas Redmond  
Academic Tenure Area: Elementary  
Date of Commencement of Probationary Appointment: September 1, 2009  
Anticipated Expiration of Probationary Appointment: August 31, 2012  
Certification Area(s): Early Childhood Education (birth to grade 2)  
Childhood Education (grades 1-6)  
Annual Contract Salary: Step 1; \$44,835  
Educational Background: BS Niagara University, 2003  
MS Niagara University, 2005  
Experience: Lead Teacher, Head Start  
Student Teacher, Auburn & Skaneateles  
Substitute Teacher, Auburn  
Reason: Replacement for a retirement  
\* salary adjustment to be applied pending contract settlement

- Transportation Supervisor: On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the appointment of **Ronald Leonard** of Moravia as Transportation Supervisor, effective July 20, 2009, with a 52-week probationary period; \$52,500 with 17 vacation days credited and other benefits in accordance with the "Non-Affiliated" agreement.

Motion carried: Yes – 7 No – 0

## **BUSINESS OFFICE REPORTS**

- Bond & BAN Sale Results; memo provided to BOE; the bond sale went well and we are pleased with the rates.
- Financial Report: On a motion by Dean Winspear, seconded by Robb Jetty, the Board of Education accepted the financial report for April 30, 2009. Martha Stevermer explained the report and answered questions. All accounts are balanced as of April 30, 2009. More fund balance and reserve information will be provided and discussed at the August 10 meeting. The external auditors will be in the office the first week of August. Thanks were expressed for all the effort put forth by Martha, the treasurer and office staff and for making the reports more transparent. Many hours were put in with the software conversion and CBO transfer of operations this year.

Motion carried: Yes – 7 No – 0

-- Budget Transfers: On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the budget transfers from the financial report.

Motion carried: Yes – 7 No – 0

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Explanation</u>
\$1,400	Supervision clerical salary	Treasurer salary	Extra time needed to reconcile due to/from accounts & bank statements; prepare BOE financial reports
\$9,600	Staff development salary	Teaching salary K-4	Underestimated for the year
\$1,200	Home teacher salary	Teaching salary 9-12	
\$1,000	Aides salary	Teaching salary 9-12	
\$22,400	Special ed teacher salary	Teaching substitutes	
\$3,541	Athletics contractual	Co-curricular salary	
\$1,541	Athletics contractual	Coaching salary	
\$1,730	Extra trips; activity runs	BOCES/other schools	
\$4,600	Transportation supervisor salary	Driver sub salary	Underestimated need for sub drivers
\$5,000	Bus driver salary	Driver sub salary	
\$4,700	Aides salary	Driver sub salary	
\$1,221	Transportation parts	Transportation tires	Additional 16 tires needed to meet DOT specs
\$150,000	Health insurance	Transfer to capital fund	As discussed June 22 BOE meeting
\$80,000	Teacher retirement	Transfer to capital fund	
\$20,000	Workers' comp	Transfer to capital fund	
\$10,000	Unemployment insurance	Transfer to capital fund	
\$10,000	Dental insurance	Transfer to capital fund	
\$20,000	Employees' retirement	Transfer to capital fund	
\$10,000	Maintenance contracts	Transfer to capital fund	

**SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS**

- Former BOE Member; we received a phone call notifying us that former BOE member Margaret Parmley died today. A card will be sent.
- 2009 Summer Census Takers; memo provided for BOE; districts are no longer required to go door to door to take a census; we continue to follow this procedure; census takers will begin in July and will be on the August 10 agenda for appointment.
- Facilities Planning; update memo and timeline were provided for BOE; three day-long meetings will be held during the summer. For this Phase II there will be teacher representatives from each department.

- Facilities Planning Summer Meetings: Following much discussion, on a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the rate of \$100 for teaching staff members who attend the summer meetings to represent their department of the Facilities Planning Committee; this will cover six hours of non-curriculum work. This will cover one representative from each of 11 core departments and two from the elementary. Others are welcome to attend voluntarily. Robb Jetty asked about the committee members from Phase I. Superintendent Worth noted they will be invited to continue and committee members will be appointed on August 10; they may or may not be the same people.

Motion carried: Yes – 4 No – 3 (JL, RJ, BK)

- New Coordinator Position: Discussion took place as to creating an on-going position or just providing a stipend for the first year. This position is for the 2009/10 school year and will be reviewed again next year to see if it is still needed. On a motion by Teresa Lipfert, seconded by Dean Winspear, the Board of Education created a position for “My Grade Book Coordinator” to be a Level 2 coordinator position, effective July 1, 2009, thru June 30, 2010.

Motion carried: Yes – 6 No – 1 (JL)

- My Grade Book Coordinator: On a motion by Dean Winspear, seconded by Teresa Lipfert, the Board of Education approved the appointment of **Christopher Clapper** to the position of My Grade Book Coordinator, with a stipend of \$1,414.

Motion carried: Yes – 6 No – 1 (JL)

- New Coordinator Position: On a motion by Teresa Lipfert, seconded by Dean Winspear, the Board of Education created a position for “Data Analysis Coordinator” to be a Level 2 coordinator position, effective July 1, 2009. Superintendent Worth and High School Principal Luke Carnicelli explained the need for data entry and verification; many hours are spent to be sure it is correct.

Motion carried: Yes – 7 No – 0

- Data Analysis Coordinator: On a motion by Dean Winspear, seconded by Joe Lonsky, the Board of Education approved the appointment of **Joan Delaney** to the position of Data Analysis Coordinator, with a stipend of \$1,414.

Motion carried: Yes – 7 No – 0

**BOARD OF EDUCATION REPORT**

-- BOCES Minutes, May 21, 2009; provided to BOE members

-- Ted Rejman mentioned a census report in a recent newspaper and noted that overall our four towns gained a net 55 people. He also commented on the *Three Lakes Sampler* (out of 301 entries, 50 are from SCCS!) and the High School yearbook (great job by Shelly Kulis and Jocelyn Allen!). Superintendent Worth noted that the yearbook is operating in the black.

**QUESTIONS FROM THE AUDIENCE REGARDING AGENDA ITEMS -- none**

**PROPOSED EXECUTIVE SESSION -- none**

**ADJOURNMENT**

On a motion by Robb Jetty, seconded by Dean Winspear, the Board of Education adjourned at 9:55 pm.

Motion carried: Yes – 6 No – 0

Respectfully submitted,  
Nynette Adams, District Clerk

SCCS Board of Education Minutes  
July 1, 2009  
Attachment

TO: Mary Kay Worth, Superintendent  
From: Cheryl Jackson, CSE, CPSE Chairperson  
Date: July 1, 2009

It is my recommendation that the following members of the Committee on Special Education, Subcommittee on Special Education and Committee on Preschool Special Education be appointed by the Board of Education for the 2009/2010 school year:

COMMITTEE ON SPECIAL EDUCATION

CSE Chairperson/District Representative: Cheryl Jackson  
District Representative Alternates: Mary Lou Cronin, Luke Carnicelli and Patricia Reilley  
School Psychologist: Lindsay Osborne  
School Social Worker: Michelle Sloan-Smith  
Child's Regular Education Teacher: Specific to each child (teacher or potential teacher)  
Child's Special Education Teacher: Specific to each child (teacher or potential teacher)  
Child's Parents/Guardians  
Student: When appropriate  
Parent Members: Carrie Brown, Anthony Ruocco, Cyndy Gardner, Chris Osterhoudt,  
Marie Juhl, Kelly VanOrman  
Other Members: School District Physician – as requested  
School Counselor – as requested  
BOCES Rep -- as requested

SUB-COMMITTEE ON SPECIAL EDUCATION (Reviews)

CSE Chairperson/District Representative: Cheryl Jackson  
District Representative Alternates: Mary Lou Cronin, Luke Carnicelli, Patricia Reilley  
Child's Regular Education Teacher: Specific to each child  
Child's Special Education Teacher: Specific to each child  
Child's Parents/Guardians  
Student when appropriate

COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

CSE Chairperson/District Representative: Cheryl Jackson  
Parent Members: Carrie Brown, Anthony Ruocco, Cyndy Gardner, Chris Osterhoudt,  
Marie Juhl, Kelly VanOrman  
County Representative: Designee of County  
Teacher Representative: Special Education Teacher or Service Provider  
Child's Parents/Guardians  
Evaluation Team Representative: for new referrals only, representative from evaluating  
agency  
Early Intervention Team Representative: When appropriate

SCCS Board of Education Minutes  
July 1, 2009  
Attachment

**Southern Cayuga CSD**  
**Board of Education Meetings 2009-2010**  
**Mondays** (*except as noted*)  
**7:00 pm, High School Library**

July 1, 2009 (*Wednesday*)  
August 10, 2009  
August 24, 2009  
September 14, 2009  
September 28, 2009  
October 13, 2009 (*Tuesday*)  
October 26, 2009  
November 9, 2009  
November 23, 2009  
December 7, 2009  
January 11, 2010  
January 25, 2010  
February 8, 2010  
February 22, 2010  
March 8, 2010  
March 22, 2010  
April 12, 2010  
April 29, 2010 (*Thursday*)  
(*BOCES vote*)  
May 10, 2010  
(*Budget Hearing*)  
May 18, 2010  
(*Budget Vote*)  
May 24, 2010  
June 14, 2010  
June 28, 2010  
July 5, 2010

SCCS Board of Education Minutes  
 July 1, 2009  
 Attachment

<b>SUB RATES AND STARTING SALARY RATES</b>									
3.7% increase over prior year					following CSEA contract				
<u>SUBSTITUTE/PART-TIME RATES</u>					<u>STARTING RATES</u>				
<b>POSITION</b>	Actual 2006/07	Actual 2007/08	Actual 2008/09	<b>PROPOSED 2009/10</b>	Actual 2006/07	Actual 2007/08	Actual 2008/09	<b>PROPOSED 2009/10</b>	
Senior Auto Mechanic					\$17.00	\$17.50	\$18.03	<b>\$18.70</b>	
Auto Mechanic	\$13.38	\$13.86	\$14.37	<b>\$14.90</b>	\$16.61	\$17.11	\$17.63	<b>\$18.28</b>	
Auto Mechanic Helper							\$12.27	<b>\$12.72</b>	
Bus Driver	\$15.95	\$16.52	\$17.13	<b>\$17.76</b>	\$12.49	\$12.87	\$13.25	<b>\$13.74</b>	
Cashier	\$10.07	\$10.44	\$10.83	<b>\$11.23</b>	\$10.71	\$11.03	\$11.36	<b>\$11.78</b>	
Cleaner	\$8.53	\$8.84	\$9.19	<b>\$9.53</b>	\$9.60	\$9.89	\$10.18	<b>\$10.56</b>	
Senior Custodian					\$12.10	\$12.47	\$12.84	<b>\$13.32</b>	
Custodian	\$9.59	\$9.94	\$10.31	<b>\$10.69</b>	\$11.60	\$11.95	\$12.30	<b>\$12.76</b>	
Cook							\$12.84	<b>\$13.32</b>	
Food Service Helper	\$8.21	\$8.51	\$8.82	<b>\$9.15</b>	\$8.50	\$8.75	\$9.01	<b>\$9.34</b>	
Food Service Helper/ Monitor							\$9.01	<b>\$9.34</b>	
Groundskeeper/School Bus Driver	\$11.56	\$11.97	\$12.41	<b>\$12.87</b>	\$12.36	\$12.73	\$13.11	<b>\$13.60</b>	
Groundskeeper			\$11.97	<b>\$12.41</b>					
Lifeguard				<b>\$10.00</b>	\$10.00	\$10.00	\$10.00		
School Receptionist	\$9.31	\$9.65	\$10.01	<b>\$10.38</b>	\$9.01	\$9.28	\$9.56	<b>\$9.91</b>	
Student Helper/ Seasonal Laborer	\$6.75	\$7.15	\$7.15	<b>\$7.25</b>	\$7.15	\$7.15	\$7.15	<b>\$7.25</b>	
Recreation Aide									
Computer Lab Aide	\$8.33	\$8.63	\$8.95	<b>\$9.28</b>	\$9.27	\$9.55	\$9.83	\$10.19	
Audio Visual Technician							\$16.39	<b>\$17.00</b>	
Teacher Aide/School Monitor/Library Aide	\$8.21	\$8.51	\$8.82	<b>\$9.15</b>	\$8.50	\$8.75	\$9.01	<b>\$9.34</b>	
Teaching Assistant		\$8.84	\$9.19	<b>\$75/day</b>					
Bus Attendant	\$10.14	\$10.50	\$10.89	<b>\$11.29</b>		\$8.75	\$9.01	<b>\$9.34</b>	
Senior Typist	\$10.07	\$10.44	\$10.83	<b>\$11.23</b>	\$11.33	\$11.67	\$12.02	<b>\$12.46</b>	
Typist	\$8.54	\$8.85	\$9.18	<b>\$9.52</b>	\$10.82	\$11.14	\$11.47	<b>\$11.89</b>	
Reg Prof Nurse	\$12.72	\$13.18	\$13.67	<b>\$15.30</b>	\$13.91	\$14.32	\$14.75	<b>\$15.30</b>	

SCCS Board of Education Minutes  
July 1, 2009  
Attachment

-- Pay Rates for Long-Term Substitute Teachers: Acting on the recommendation of the Superintendent, BE IT RESOLVED that the Board of Education of Southern Cayuga Central School sets the following rates of pay for long-term teacher substitutes for the 2009-2010 school year:

The rate of pay throughout the leave will generally be set at the time of the appointment. If circumstances involved with the leave change and a Board motion is made to extend the service, then the new rate will have a starting date. The Superintendent will have discretion in setting pay rates for retired teachers hired for a long-term position that will require BOE approval.

Substitutes for teachers for a period of ten or fewer days will be paid at the teacher daily substitute pay rate of \$95 per day for non-certified teacher substitutes and \$100 per day for certified teacher substitutes, with no benefits.

If a substitute is hired for 11-29 consecutive teaching days in the same instructional assignment, the daily rate of pay shall be \$120 per day for all consecutive days, with no benefits.

If a substitute teacher is hired 30-90 consecutive teaching days in the same instructional assignment, the daily rate of pay for all consecutive days shall be 1/200th of Step 1 of the teacher's contract with no benefits.

If a substitute is hired for more than 90 consecutive teaching days in the same instructional assignment, the daily rate of pay for all consecutive days shall be 1/200th of Step 1 of the teacher's contract with benefits (benefits shall be in accordance with the Southern Cayuga Teachers' Association Memorandum of Agreement dated May 26, 2009).

**SUBJECT: COMMUNITY USE OF SCHOOL FACILITIES**

It shall be the policy of the Board to encourage the greatest possible use of school buildings for community-wide activities. This is meant to include use by recognized civic, social and fraternal and religious organizations in accordance with law. Groups wishing to use the school facilities must secure written permission from the Superintendent and abide by the rules and regulations established for such use including **insurance requirements and** restrictions on alcohol, tobacco and drug use. For purposes of this policy, tobacco is defined to include any lighted or unlighted cigarette, cigar, cigarillo, pipe, bidi, clove cigarette, and any other smoking product, and spit tobacco (smokeless, dip, chew and/or snuff) in any form. The Superintendent, at his/her discretion, may consult with the Board of Education. Monthly reports may be made to the Board regarding community use of the school facilities. **Any authorized use for a profit-making activity shall be required to pay a fair market value.**

NOTE: Refer also to Policies #3410 -- Code of Conduct on School Property  
#5640 -- Smoking/Tobacco Use  
#7310 -- School Conduct and Discipline  
#7320 -- Alcohol, Tobacco, Drugs and Other Substances  
(Students)  
*District Code of Conduct on School Property*

*Draft for second reading, BOE meeting, July 1, 2009*

**Revised: 6/11/09**

Revised: 7/22/08

Adopted: 6/7/04