

**SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT
REGULAR BOARD OF EDUCATION MEETING
MONDAY, JULY 31, 2007
PLANETARIUM CLASSROOM**

MINUTES

CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Ted Rejman called the meeting to order at 6:05 pm. All Board members were present at the beginning of the meeting except Leonard Jordan (6:57) and Steve Morse (6:47).

OPEN SESSION/ROLL CALL

Board members present: President Ted Rejman, Vice President Michelle Dean, Leonard Jordan, Steve Morse, Teresa Reeves, Jim Wilcox, Dean Winspear

Board members absent: none

Administrators present: Superintendent Mary Kay Worth, Charles Mellor, Luke Carnicelli, Patricia Reilley, Mary Lou Cronin

Others present: Nynette Adams, Phil Donovan, Mary Littlejohn, Bill Zimpfer

APPROVAL OF AGENDA

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

Motion carried: Yes – 4 No – 1 (JW)

Ted Rejman reviewed the calendar.

EXECUTIVE SESSION

On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education entered executive session at 6:08 pm for the purpose of discussing a personnel issue.

Motion carried: Yes – 5 No – 0

RETURN TO OPEN SESSION

On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education returned to open session at 6:15 pm.

Motion carried: Yes – 5 No – 0

VISITOR RECOGNITION – none

BOARD OF EDUCATION ACTION ITEMS

Minutes:

Reorganization meeting, July 10, 2007

On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education approved the minutes of the BOE reorganization meeting July 10, 2007, with one revision.

Motion carried: Yes – 5 No – 0

Regular BOE meeting, July 10, 2007

On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education approved the minutes of the BOE regular meeting July 10, 2007.

Motion carried: Yes – 5 No – 0

Head Start Program: The Board discussed this program, which will run parallel with our universal prekindergarten program for the 2007/08 school year, as we begin a relationship with them. In future years the UPK funding from NYS will be shared with Head Start. On a motion by Michelle Dean, seconded by Teresa Reeves, the Board of Education approved an agreement between the Southern Cayuga Central School District (the “District”) and the Cayuga/Seneca Community Action Agency Inc (the “Agency”). The Agency will use the elementary building to operate a Head Start program, from August 1, 2007, to July 31, 2008.

Motion carried: Yes – 5 No – 0

Koon Scholarship Awards: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education approved the 2007/08 awards being recommended by the Koon Scholarship Committee.

Motion carried: Yes – 5 No – 0

Handbook: Motion made by Michelle Dean, seconded by Dean Winspear, to approve the revised Extra-Curricular Activities Handbook for 2007/08. Discussion then followed, with suggestions being made for clarification. A phone call was put in to Mr. Underwood. On a motion by Dean Winspear, seconded by Teresa Reeves, the Board of Education tabled the decision on the Handbook.

Motion carried: Yes – 5 No – 0

Personnel Agenda: The Superintendent recommends the following.

RESIGNATIONS

-- Sonja (Russell) Bailey: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education accepted the resignation of **Sonja Bailey** as Secondary Math teacher, effective August 1, 2007.

Motion carried: Yes – 5 No – 0

-- Sarah Parisi: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education accepted the resignation of **Sarah Parisi** as School Social Worker, effective August 1, 2007.

Motion carried: Yes – 5 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.

-- Teacher, Social Studies: About 35 applications were received for this position, with 12 being interviewed and five strong candidates brought in for a second interview. On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education granted **Victoria Besner** a probationary appointment as Secondary Social Studies teacher, effective September 1, 2007.

Motion carried: Yes – 5 No – 0

Name:	Victoria Besner
Assignment:	Secondary Social Studies
Academic Tenure Area:	Social Studies
Date of Commencement of Probationary Appointment:	September 1, 2007
Anticipated Expiration of Probationary Appointment:	August 31, 2010
Certification Area(s):	Social Studies 7-12
Annual Contract Salary:	Step 1; \$43,589
Educational Background:	BA Ithaca College 2005 MAT Ithaca College 2007
Experience:	Fredrick Douglas Academy, Harlem NY Ithaca HS/MS; student teacher
Reason	Replacement for Jennifer LaValle

-- Math Teachers: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education authorized the superintendent to conditionally appoint to a probationary appointment one math teacher, effective September 1, 2007, and one long-term substitute math teacher for the 2007/08 school year. Further information will be provided at the August 27 BOE meeting. New appointees will be included in orientation sessions that take place prior to the August 27 meeting. Jim Wilcox noted that this is a tough job for a first year teacher and Ted Rejman commented that they need lots of support. Luke Carnicelli noted that he is interviewing eight candidates, three of them with prior experience.

Motion carried: Yes – 5 No – 0

-- School Social Worker: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education authorized the superintendent to conditionally appoint to a probationary appointment one school social worker, effective September 1, 2007. Further information will be provided at the August 27 BOE meeting. We have received six or seven applications and Pat Reilley will lead the interview team. Jim Wilcox would like to see someone with experience to be hired.

Motion carried: Yes – 6 No – 0

-- Volunteer Athletic Assistant: On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education approved the appointment of **Delrio Dean** as volunteer athletic assistant, as assistant soccer coach at all levels.

Motion carried: Yes – 5 No – 0
Abstain – 1 (MD)

-- Coordinator, Resignation: On a motion by Dean Winspear, seconded by Teresa Reeves, the Board of Education approved the resignation of **TJ Barresi** as Social Studies department coordinator for the 2007/08 school year.

Motion carried: Yes – 6 No – 0

-- Coordinators, Appointment: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education approved the appointment of **Chris Clapper & Barb Casper** as Social Studies department co-coordinators for the 2007/08 school year. It was noted that they will share the stipend for this position.

Motion carried: Yes – 6 No – 0

-- Extra-Curricular Appointment: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education approved the appointment of retired SCCS teacher **Ed Porter** and retired teacher (Auburn schools) **Paul Ferrari** for an extra-curricular assignment for the 2006/07 school year to be compensated at the hourly rate of \$32.45 for eight hours each. Note: Ed and Paul assisted with scoring grade 11 NYS ELA exams in June 2007. It was explained that these exams must be scored twice and have many essays to be reviewed in a short time frame, so extra help is needed besides our own teachers.

Motion carried: Yes – 7 No – 0

-- Undergraduate Field Work: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education approved the undergraduate field work of student **Martha Brophy**, enrolled in SUNY Cortland's EDU 477/EDU 657 Early Childhood/Childhood Education majors, to complete 75-100 hours of field work experience with Sandy Carter, from September 10 to December 7, 2007.

Motion carried: Yes – 7 No – 0

-- Student Teacher: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education approved the appointment of **Jami Sauther**, from SUNY Cortland, as an English student teacher with Bill Zimpfer, from October 29 to December 21, 2007. Bill Zimpfer explained to Board members how the student teacher process works.

Motion carried: Yes – 7 No -- 0

-- Substitutes: On a motion by Steve Morse, seconded by Michelle Dean, the Board of Education approved the following substitute appointments for the 2007/08 school year.

Motion carried: Yes – 7 No -- 0

- Joyce Bergerstock, substitute food service helper
- Chelsea Bizzari, substitute food service helper
- Mary Bunnell, substitute food service helper
- Kelly Burchim, substitute nurse, teacher, teacher aide, clerical
- Lorna Butts, substitute food service helper
- Dixie Chaffee, substitute teacher, K-4
- Rose Doyle, substitute food service helper
- Mary Hebbard, substitute food service helper
- Joan Kenyon, substitute food service helper
- Julie Liccion, substitute home & careers teacher
- Jeanette Lutkins, substitute teacher
- Carol Piechuta, substitute typist, senior typist, receptionist
- Carol Reeves, substitute food service helper

Substitute appointments, continued

- Sherry Sayre, substitute food service helper
- Mary Seamans, substitute teacher, K-12
- Susan Seamon, substitute food service helper
- Denise Sullivan, substitute food service helper

-- Appointments for 2007/08: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education approved the following appointments for the 2007/08 school year. It was noted that a pesticide application officer has been used only once and an outside certified person is hired when needed.

Motion carried: Yes – 7 No – 0

- Appointment of Title IX Personnel Compliance Officer; Business Administrator
- Appointment of Title IX Student Compliance Officer; Patricia Hamlin
- Appointment of Section 504 Compliance Officer; Patricia Hamlin
- Appointment of Title VI Civil Rights Compliance Officer; Matthew Fletcher
- Appointment of Homeless Coordinator; Mary Kay Worth
- Appointment of School Lunch Program Officer; Business Administrator
- Appointment of Asbestos Compliance Officer; Business Administrator
- Appointment of ADA Compliance Officer; Business Administrator
- Appointment of Pesticide Application Officer; Business Administrator

BUSINESS OFFICE REPORTS

-- Surplus Items: On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education declared as surplus the following items. Quotes will be taken for the backstop and the textbooks will be offered to non-profit groups.

Motion carried: Yes – 7 No -- 0

- Portable Baseball Backstop, over 25 years old, no longer needed
- Textbooks, as listed

<u>Quantity</u>	<u>Title/Description</u>	<u>Copyright Date</u>	<u>Reason</u>
8	Social Studies	1986-91	No longer applicable to curriculum
57	English	1982-86	No longer applicable to curriculum
26	Science	1972	No longer applicable to curriculum
32	Math	1977-01	No longer applicable to curriculum
2	Science	2000	Science curriculum revised for grades 5-8
114	Social Studies	1987	No longer applicable to curriculum
10	Literature	1972	No longer applicable to curriculum
75	Literature	1975	No longer applicable to curriculum

-- Athletic Supplies Bid: On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education accepted and approved the bids for athletic supplies, which were opened on June 22. Items selected were the low bids, except as noted. Jim Wilcox noted that in the future he would like to get a full copy of the bids. Exceptions as listed were recommended by Terry Underwood.

Motion carried: Yes – 7 No – 0

<u>Vendor</u>	<u>Total Bid</u>	<u>Recommended Award</u>
Watkins Sporting Goods	\$6,259.86	\$1,302.81
Scholastic Sports Sales	\$8,590.93	\$1,540.00
Pal's Sports Center	\$5,114.81	\$2,007.19
PSP Unlimited	\$4,101.89	\$ 350.00

Exceptions to low bids:

Ball bag; \$11.85 vs \$43.65; stitching for low bid does not meet specifications.

Judge's stand for volleyball; \$494 vs \$459.02; metal tubing on low bid is inferior.

Volleyball net; \$43.66 vs \$40.20; metal cable wire vs a string arrangement on low bid item.

-- Playground Inspection Status Report: This informational item was included in BOE packets. The BOCES code enforcement officer did an inspection, which we may have done every year.

-- Financial Report: Motion made by Dean Winspear, seconded by Michelle Dean, to accept the treasurer's report. Board members discussed the end-of-year financial report and asked questions about specific items. As a member of the Audit Committee, Jim Wilcox reviewed some items and recommended not approving the report. Ted Rejman suggested that the Audit Committee should always review the report before the Board sees it and make a recommendation before the Board approves it.

-- Budget Transfers: as listed in the treasurer's report.

Motion made by Leonard Jordan, seconded by Jim Wilcox, to table the Financial Report and the Budget Transfers to be reviewed by the Audit Committee.

Motion carried: Yes – 7 No -- 0

SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS

- 2006/07 Legal Expenses Report; this was provided to Board members per a prior request.
- Cayuga-Onondaga Area School Employees' Healthcare Plan Board of Directors Minutes; these were in the Board packets, May 2006, to March 2007.
- EXCEL Meeting Minutes; Leonard Jordan suggested that Board members should tour the facilities to see what changes are to be made.
- Responses to Questions; these were in Board packets.
- NYS DOT Inspection; kudos to Charlie Mellor and the transportation department.
- Staff Assignments, 2007/08; this list was provided to Board members.
- Emily Howland yearbook; a copy was given to Board members.

BOARD OF EDUCATION REPORT –

- Thank You Letter to Merry-Go-Round Playhouse; Ted Rejman read the letter.
- BOE Contact List; please be sure your information is correct.
- BOCES Minutes; Ted Rejman requested a list of all our contractual service providers that we contract with on a yearly or multi-yearly basis.
- Jim Wilcox reminded Board members that they have been invited to tour the new BOCES facility.
- Ted Rejman will set up a meeting of the Audit Committee.
- Ted Rejman noted that Mary Lou Cronin looks vibrant tonight.

QUESTIONS FROM THE AUDIENCE REGARDING AGENDA ITEMS – None.

(This item is reserved for questions about the Board's discussion and action on topics relevant to this agenda. The duration of comments should be kept to a reasonable length, four minutes or less.)

WORK SESSION

Board members took a brief break at 7:54 pm and then began a work session to discuss Board and district goals.

Jim Wilcox left the meeting during the work session.

EXECUTIVE SESSION

On a motion made by Michelle Dean, seconded by Steve Morse, the Board of Education entered executive session at 9:46 pm, for the purpose of discussing the medical, financial, credit or employment history of a particular person, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person.

Motion carried: Yes – 6 No – 0

RETURN TO OPEN SESSION

Motion made by Steve Morse, seconded by Dean Winspear, to return to open session at 10:32 pm.

Motion carried: Yes – 6 No – 0

ADJOURNMENT

On a motion by Leonard Jordan, seconded by Steve Morse, the Board of Education adjourned the meeting at 10:33 pm.

Motion carried: Yes -- 6 No -- 0

Respectfully submitted,
Nynette Adams, District Clerk