

**SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT
REGULAR BOARD OF EDUCATION MEETING
MONDAY, NOVEMBER 24, 2008
HIGH SCHOOL LIBRARY**

MINUTES

CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Leonard Jordan called the meeting to order at 7:07 pm. All Board members were present at the start of the meeting except Steve Morse (7:24), Ted Rejman (7:08) and Teresa Lipfert.

OPEN SESSION/ROLL CALL

Board members present: President Leonard Jordan, Vice President Dean Winspear, Joe Lonsky, Steve Morse, Ted Rejman, Jim Wilcox
Board members absent: Teresa Lipfert
Administrators present: Superintendent Mary Kay Worth, Martha Stevermer
Others present: Nynette Adams, Phil Donovan, Amber Heslop, Brett Johnson, Charity Jump, Natalie McNabb, Lewis Morse, Lisa Stauderman, Cindy Walter, Robin Worsell, Bill Zimpfer

APPROVAL OF AGENDA

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

Motion carried: Yes – 4 No – 0

The calendar was reviewed.

Ted Rejman arrived.

PRESENTATIONS – none

VISITOR RECOGNITION – none

BOARD OF EDUCATION ACTION ITEMS --

Consent Agenda Action Items: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education approved the following items.

Motion carried: Yes – 5 No – 0

Minutes

-- BOE Regular Meeting, November 10, 2008

The Board of Education approved the minutes of the BOE regular meeting of November 10, 2008.

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

Policies: All policies being discussed were attached to the agenda, so everyone could see them.

Policies, Review & Readopt: The Board of Education reviewed and readopted the following

ByLaws policies, as reviewed at the November 10, 2008, BOE meeting, with no revisions.

- #1140 Organization of the BOE; Purpose & Role of the Board.
- #1210 Nomination & Election of BOE Members; BOE Member Qualifications.
- #1240 Nomination & Election of BOE Members; Vacancy on the Board.
- #1310 The Role of the BOE; Powers & Duties of the Board.
- #1410 Board Policy; Policy.
- #1420 Board Policy; Executive of Policy – Administrative Regulations.
- #1530 Meetings of the BOE; Broadcasting & Taping of Board Meetings.
- #1710 Rules of Meetings; Quorum of the Board.
- #1730 Rules of Meetings; Executive Sessions.

Policies, Review & Readopt: The Board of Education reviewed and readopted the following **Business Operations** policies which have been reviewed by the Policy Committee with no revisions recommended.

- #5100 Responsibility for Business Operations
- #5110 Budget Planning and Development
- #5120 School District Budget Hearing
- #5130 Budget Adoption
- #5140 Administration of the Budget
- #5150 Contingency Budget

Policy, First Reading: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education reviewed for a first reading, **Policy #7614 Students:** Preschool Special Education Program.

Motion carried: Yes – 5 No -- 0

Policy First Reading: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education reviewed for a first reading, **Policy #7631 Students:** Appointment and Training of Committee on Special Education (CSE)/Subcommittee on Special Education Members.

Motion carried: Yes – 5 No – 0

Administrative Regulation #5410R.1, Review & Accept: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education reviewed and accepted **Administrative Regulation #5410R.1, Procurement Guidelines**, as recommended by the Policy Committee.

Motion carried: Yes – 5 No – 0

Policy #5410, Review & Readopt: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education reviewed and readopted **Policy #5410 Purchasing**, as reviewed by the Policy Committee, with no revisions suggested. It was noted by Ted Rejman that much work has been done by the Policy Committee prior to bringing these to the Board to approve.

Motion carried: Yes – 5 No – 0

Memorandum of Agreement: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education agreed to provide the necessary funds for the Memorandum of Agreement between the Southern Cayuga Central School District and the Southern Cayuga Teachers' Association for co-curricular pay.

NOTE: The terms were set with approval by Interim Superintendent Larry Hayes and became binding. Any further adjustments will be part of negotiations.

Motion carried: Yes – 5 No – 0

Agreement: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education authorized the necessary funds for the Agreement between the Southern Cayuga Central School District and the SCCS CSEA unit for 2009/2010 wages.

Motion carried: Yes – 4 No – 1 (JL)

Class Account: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education authorized the establishment of an extra-curricular account for the Class of 2012 (current freshman class). A discussion took place regarding the training of students and advisors as to their financial responsibilities as part of a club or group. A training process and procedures are being developed and will be provided to all clubs, groups and advisors. A copy of the training packet will be given to Board members. Leonard Jordan asked to be provided with a list of all clubs and whether they have been trained. Jim Wilcox asked for a schedule showing when each group would receive training. Superintendent Worth will provide this in January.

Steve Morse arrived during this discussion.

Motion carried: Yes – 6 No – 0

Long-Range Facilities Planning Committee: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education approved the appointment of members to this committee.

Motion carried: Yes – 6 No – 0

1	BOE Member	Leonard Jordan
2	BOE Member	Ted Rejman
3	BOE Member	Dean Winspear
4	Administration	Mary Kay Worth
5	Administration	Martha Stevermer
6	Administration	Luke Carnicelli
7	Administration	Pat Reilley
8	Administration	Mary Lou Cronin
9	EH Teacher Rep	Anita Furness
10	EH Teacher Rep	Kathy Mahaney
11	MS Teacher Rep	Cathy Murray
12	MS Teacher Rep	Becky Davis
13	HS Teacher Rep	Chris Clapper
14	HS Teacher Rep	Maureen Holmes
15	Support Staff Rep	June Janssen
16	Support Staff Rep	John Nedza
17	Support Staff Rep	Mary Burns
18	K-12 Rep	Cheryl Jackson
19	Community Rep	Pam Hamel
20	Community Rep	Peggy Bradley
21	Community Rep	Robb Jetty
22	Community Rep	Phil Donovan
23	Community Rep	Charles Pierson
24	Community Rep	Jack Rejman
25	Community Rep	

Personnel Agenda

RESIGNATIONS – none

CHANGE IN EMPLOYMENT STATUS -- none

REVISION

-- Food Service Helper: On a motion by Steve Morse, seconded by Ted Rejman, the Board of Education approved the revision to the appointment of Shirley Dunn as Food Service Helper; rate of pay is \$9.01 per hour, retroactive to September 23, 2008.

Motion carried: Yes – 6 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 Dean Winspear, the Board of Education approved the following personnel items.

Motion carried: Yes – 6 No – 0

-- Long-Term Volunteers: The Board of Education approved the appointment of long-term volunteers for the 2008/09 school year, working in the Emily Howland building.

-- Judy Bailey, with Mrs. Lutkins & Mrs. Snyder

-- Carin Kopp, with Mrs. Lutkins

-- Volunteer Athletic Assistant: The Board of Education approved the appointment of **Michelle Sloan-Smith** as volunteer athletic assistant for the 2008/09 school year, working with the girls' basketball coach.

-- Co-Curricular: The Board of Education approved the appointment of **Shelly Kulis** and **Joanne Cartner** as Middle School Yearbook Co-Advisors for the 2008/09 school year, splitting the stipend of \$600.

-- Substitutes: The Board of Education approved the appointment of substitutes for the 2008/09 school year.

- Monica Drew, substitute teacher
- Douglas Fink, substitute teacher
- Kristen Hultz, substitute teacher, teacher aide, teaching assistant
- Joanna Krueger, substitute teacher, teacher aide, teaching assistant
- Aimee Raymond, substitute teacher, teacher aide, teaching assistant
- Jolie White, substitute school nurse

BUSINESS OFFICE REPORTS --

-- Treasurer's Report: On a motion by Ted Rejman, seconded by Steve Morse, the Board of Education accepted the treasurer's report as presented. Martha Stevermer reviewed the report and answered questions. Ted Rejman thanked her for providing a document that is more easily understood than in the past.

Motion carried: Yes – 6 No – 0

-- Budget Transfers: Motion made by Ted Rejman, seconded by Steve Morse, to approve the following budget transfers from the Treasurer's Report. Discussion ensued. Are the textbooks replaced on a regular schedule? Some must be replaced more often; books are chosen that also have online support. It was noted that the Claims Auditor will be paid as an independent contractor, per his request.

Motion made by Ted Rejman, seconded by Dean Winspear, to table the original motion. Carried 6 – 0. On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education amended the appointment of Edward Siemiatkowski, to be paid as an independent contractor for his service as Claims Auditor. Carried 6 – 0.

On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education approved the budget transfers as listed in the Treasurer's Report.

Motion carried: Yes – 6 No – 0

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Explanation</u>
\$4,000	Claims Auditor Salary	Claims Auditor Contractual	Payment request be made to claim auditor's business on a contractual basis; savings reflected in school's portion of FICA.
\$8,900	Textbooks 5-8	Textbooks 9-12	Course needs changed after budget process developed.

-- Bus Lift Repair Quotes: Motion made by Ted Rejman, seconded by Dean Winspear, to accept the quotes for repair of the bus lift. Discussion followed. Dean Winspear reviewed a meeting of the Transportation Committee and credited Brett Johnson and Martha Stevermer for getting more information on the bus lifts. The estimates do not include the cost for Safety Clean to pump out the pits during the construction or any contamination that might be present due to leaking hydraulic fluid. The lifts will be repaired piece by piece over three to four years with money in the general budget. No state aid reimbursement will be forthcoming with this repair process. Ted Rejman noted that this is a change from going out for bonding for a total replacement for the lift but will get it operational for now. He also suggested finding out the possibility for outside groups to use the lift. Martha Stevermer noted that most town and county vehicles are too heavy for our lifts.

Motion carried: Yes – 6 No – 0

-- Filtrec, Auburn	\$15,595
-- Red's Equipment Warehouse, Syracuse	\$15,355

-- Bus Lift Repair: On a motion by Ted Rejman, seconded by Dean Winspear, the Board of Education awarded the bid for repair of the bus lift to **Filtrec** of Auburn, in the amount of \$15,595. Filtrec currently services our lifts and is a local business; they will be using certified lift mechanics to install.

Motion carried: Yes – 6 No – 0

-- Martha Stevermer thanked the employees who were involved in the sale of excessed items earlier this month. Over \$9,000 was realized.

-- Ted Rejman noted that prices are down for recycled paper. Solvay Paper will accept paper that is baled; however, they suggest it be held until prices rise again. Mr. Rejman asked if the Board would allow it to be stored at his school building property in King Ferry to be sold at a future date. Board members all agreed with this suggestion.

SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS --

- IAC Alignment; information was shared about a proposal to realign school districts for the next two years; SCCS will save on mileage but teams will be playing against districts with larger enrollments and it may be more difficult for our teams to win.
- Oral report on November 22 "Coffee and Conversation with the Superintendent": with the bad weather that day, no one came.
- Thank you letter to Ag Boosters for the recent "Farmer's Challenge" event.
- NYS Teachers' Retirement System; Administrative Bulletin: Estimated Range for the Next Employer Contribution Rate; information provided to BOE; this will be a factor in the next budget season.

- Rural Schools Association; information provided to BOE; the NYS Senate Education Committee is considering the possibility of scheduling a hearing in early December on the feasibility of either a four-day weekly schedule or a nine-day schedule over two weeks for students. Information is being collected to answer the questions, What are the advantages? What are the disadvantages? What are the unanswered questions? The questions have been shared with SCCS staff members and will be included in the next *Rambling Reporter*. This will be a long discussion with no quick changes.
- Budget Discussion; Superintendent Worth reviewed a memo and all discussed the coming budget season; the governor's budget numbers will be out in December and will be used as the basis for planning for 2009/10. Swimming pool usage and field trips were discussed. There is no winter cheerleading coach appointed yet; if one comes forth, cheering will be done for home games only. The 2008/09 BOCES budget will be provided to Board members for discussion at the December 8 meeting; Bill Speck and Dave Boyle will attend the December 22 meeting. Tax cap proposals were discussed.

Steve Morse noted that activities for students are the first thing to be discussed when talking budget cuts. The pool is underutilized. Ted Rejman would like to investigate alternate energy sources. He also volunteered to draft a letter to legislators to let them know what our district is doing. Len Jordan asked for a list of field trips taken last year and what is scheduled for this year. Martha Stevermer will assist with collecting this information.

Superintendent Worth noted also the possibility of forming a Planetarium Boosters group to help raise funds to keep it going.

BOARD OF EDUCATION REPORT –

- Cayuga-Onondaga Area School Employees Healthcare Plan Board of Directors
 - Minutes, September 17, 2008; provided to Board members
 - Minutes, November 5, 2008; provided to Board members
- BOE Committee Reports
- Cayuga Onondaga School Boards Association (COSBA) Executive Committee Representative; next meeting is January 5.
- District Audit Committee; Joe Lonsky, Dean Winspear; no report
- Long-Range Education Planning Committee; Teresa Lipfert, Ted Rejman, Len Jordan; group came to consensus; report to Board December 8; Ted Rejman thanked all who participated; good facilitator kept the group on task.
- Long-Range Facilities Planning Committee; Ted Rejman, Dean Winspear; committee members approved this meeting; first meeting December 4.

- Policy Committee; Ted Rejman, Dean Winspear; November 18 meeting minutes provided.
- Wellness Core Committee or SubCommittees; Teresa Lipfert; Dean Winspear; Superintendent Worth noted that Middle School and High School students will be taking a substance abuse survey soon.
- Transportation Committee; Jim Wilcox, Dean Winspear; minutes of November 20 meeting provided; next meeting is December 16.
- Athletics; Steve Morse; the winter sports are under way.
- SCCS/Union Springs Merged Sports Committee; Ted Rejman, Jim Wilcox, Dean Winspear; next meeting is scheduled in January.
- SCCS/Wells Partnership; Dean Winspear; next meeting is February 12.
- Ted Rejman noted that Teresa Lipfert had called to let him know she would be absent tonight.
- Dean Winspear noted the nice article in today's *Citizen* about SCCS graduate Leslie Goddard.

QUESTIONS FROM THE AUDIENCE REGARDING AGENDA ITEMS – none

EXECUTIVE SESSION –

On a motion by Ted Rejman, seconded by Steve Morse, the Board entered executive session at 8:59 pm for discussion of a personnel matter.

Motion carried: Yes – 6 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 9:20 pm.

Motion carried: Yes – 6 No – 0

ADJOURNMENT

On a motion by Dean Winspear, seconded by Steve Morse, the Board of Education adjourned at 9:20 pm.

Motion carried: Yes – 6 No – 0

Respectfully submitted,
Nynette Adams, District Clerk