

**SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT  
REGULAR BOARD OF EDUCATION MEETING  
MONDAY, OCTOBER 29, 2007  
PLANETARIUM CLASSROOM**

**MINUTES**

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**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

President Ted Rejman called the meeting to order at 7:02 pm. All Board members were present at the start of the meeting except Steve Morse (7:34), Jim Wilcox (7:05) and Leonard Jordan.

**OPEN SESSION/ROLL CALL**

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

**Board members absent:** Leonard Jordan

**Administrators present:** Superintendent Mary Kay Worth, Martha Stevermer, Patricia Reilley

**Others present:** Nynette Adams, Tim Amory, Pat Bareham, Laurie Burns, Maddie Burns, Sydney Cullen, Amanda Dean, Larissa Furness, Lisa Kaartinen, Carin Kopp, Jessie Kopp, Dana & Linda Mandel, Elle Miller, Sherri Olschewske, Anna Slocum, Tanya Smith, Alex Torea, Thierry Torea

**APPROVAL OF AGENDA**

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

Motion carried: Yes – 4 No – 0

Ted Rejman reviewed the calendar.

**PRESENTATIONS --**

Middle School Art Teacher Tim Amory displayed a large poster thank-you card, with a school district map on one side and signed on the back by Middle School students, thanking the Board members for the work they do. Eighth grader Alex Torea read a statement and each Middle School student present introduced him/herself. The poster/card will be displayed in the hallway this week for the public to see when they come to the play.

**VISITOR RECOGNITION –**

Dana Mandel of King Ferry thanked the Board for the work they do, then read a prepared statement regarding the policy on the Chief image.

### **EXECUTIVE SESSION**

On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education entered executive session at 7:12 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 – 5 No -- 0

### **RETURN TO OPEN SESSION**

On a motion by Dean Winspear, seconded by Steve Morse, the Board of Education returned to open session at 7:42 pm.

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

#### Approval of Minutes – October 15, 2007

On a motion by Michelle Dean, seconded by Steve Morse, the Board of Education approved the minutes of the BOE regular meeting October 15, 2007.

Motion carried: Yes – 4 No – 0  
Abstain: 2 (MD, TR)

CSE Recommendations: On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education approved the recommendations of the Committee on Special Education.

Motion carried: Yes – 6 No – 0

Policy #3112, Second Reading: Motion made by Dean Winspear, seconded by Steve Morse. Jim Wilcox suggested that this decision be postponed until a meeting when all Board members are present. On a motion by Dean Winspear, seconded by Steve Morse, the Board of Education tabled the motion for a second reading and approval of Policy #3112, Chief Image.

Motion carried: Yes – 6 No – 0

SCTA Recognition Resolution: On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education approved by roll call vote the following resolution.

At a Regular Meeting of the Board of Education (the "Board") of the Southern Cayuga Central School District, Cayuga and Tompkins Counties, New York (the "District") held at the Planetarium at Southern Cayuga Central School District in Poplar Ridge, New York on the 29th day of October, 2007.

The meeting was called to order by President Ted Rejman, and upon roll being called, all Board members were present, except Leonard Jordan.

**WHEREAS**, Civil Service Law §204(1) authorizes public employers to recognize employee organizations for the purpose of negotiating collectively in the determination of and administration of grievances arising under the terms and conditions of employment of their public employers and to negotiate and enter into written agreements with such employee organizations in determining such terms and conditions of employment; and

**WHEREAS**, the Southern Cayuga Teachers' Association ("SCTA") has sought to accrete the position of regularly appointed full time and part-time school psychologist now unrepresented to the existing unit of employees within the District represented by SCTA, exclusive of managerial and confidential employees, administrative and other non-instructional employees, represented by the Southern Cayuga Administrators' Association and the Civil Service Employees' Association, Inc.; and

**WHEREAS**, SCTA has consented to the accretion of the position of regularly appointed full-time and part-time school psychologist to the negotiating unit represented by SCTA; and

**WHEREAS**, the Board is required to approve by a majority vote the granting of voluntary recognition and to post a notice of recognition pursuant to section 201.6 of the Rules and Regulations of the Public Employment Relations Board.

Upon the motion of Dean Winspear, seconded by Michelle Dean, the Board adopts the following resolution:

Whether voluntary recognition should be granted to SCTA with respect to the position of school psychologist, exclusive of managerial and confidential employees, administrative and other non-instructional employees, represented by the Southern Cayuga Administrators' Association and the Civil Service Employees' Association, Inc., with all of the terms and conditions of employment to be negotiated between the District and the SCTA.

The question of granting voluntary recognition to SCTA with respect to the position of school psychologist exclusive of managerial and confidential employees, administrative, and other non-instructional employees, represented by the Southern Cayuga Administrators' Association and the Civil Service Employees' Association, Inc.

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Board of Education of the Southern Cayuga Central School District hereby recognizes the Southern Cayuga Teachers' Association ("SCTA") as the exclusive representative of the District's regularly appointed full-time and part-time employees in the position of school psychologist, exclusive of managerial and confidential employees, administrative and other non-instructional employees, represented by the Southern Cayuga Administrators' Association and the Civil Service Employees' Association, Inc. within the District, with all the terms and conditions of employment to be negotiated by the SCTA and the District; and

**BE IT FURTHER RESOLVED** that the District will publish notice of recognition in accordance with section 201.6 of the Rules and Regulations of the Public Employment Relations Board.

Dean Winspear, Voting yes  
Steve Morse, Voting yes  
Ted Rejman, Voting yes  
Michelle Dean, Voting yes  
Jim Wilcox, Voting yes  
Teresa Reeves, Voting yes

Rescind Appointment: On a motion by Dean Winspear, seconded by Steve Morse, the Board of Education rescinded the appointment of Patricia Tamburrino as Internal Claims Auditor. Ms. Tamburrino was appointed on October 15; she called on October 16 to say she had taken another job.

Motion carried: Yes – 6 No – 0

Personnel Agenda: The Superintendent recommends the following.

**RESIGNATIONS** -- none

**CHANGE IN EMPLOYMENT STATUS** -- none

**LEAVE OF ABSENCE**

-- Kim Hutchings: On a motion by Dean Winspear, seconded by Steve Morse, the Board of Education approved a leave of absence for personal (maternity) reasons for **Kim Hutchings**, Special Education teacher, with the use of the Family & Medical Leave Act and accumulated available sick leave time as appropriate, from on or about January 31, 2008, until on or about March 17, 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.

-- Returning Long-Term Volunteer: On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education approved the appointment of **Mary Ellen Ormiston** as a long-term volunteer for the 2007/08 school year, working in the Middle School building.

Motion carried: Yes – 6 No – 0

-- Student Teacher: On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education approve **Tonya Willis** of the Wells College Education Program as a student teacher with Jeanne Eisenschmidt's sixth grade classroom, from March 25 to May 16, 2008.

Motion carried: Yes – 6 No – 0

-- Co-Curricular Appointments: On a motion by Michelle Dean, seconded by Steve Morse, the Board of Education approved the following appointments for the 2007/08 school year. Board members again discussed the topic of the yearbook and the need for fundraising to support the cost.

Motion carried: Yes – 6 No – 0

-- Jacqueline Webster, Elementary Yearbook Advisor, \$600

-- Karen Smith, Michelle Lawrence, Middle School Yearbook Co-Advisors, equally splitting the \$600 stipend

-- Department Coordinator: On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education approved the appointment of **Bernie DeGraw** as Guidance Department Coordinator for the 2007/08 school year, at a rate of \$2,719, prorated to 90 percent because Mr. DeGraw did not fulfill the summer obligations for coordinators.

Motion carried: Yes – 6 No – 0

-- Teacher Aide: On a motion by Dean Winspear, seconded by Steve Morse, the Board of Education approved the appointment of **Lorna Butts** as a part-time temporary Teacher Aide in the Emily Howland building, effective October 30, 2007, at a rate of \$8.75 per hour. Ms. Butts is currently an approved substitute. This position is being fully funded by Cayuga County Health and Human Services, Programs for Children with Special Needs.

Motion carried: Yes – 6 No – 0

-- Surplus Items: On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education declared as surplus the following items from the Planetarium, to be disposed of in accordance with policy.

Motion carried: Yes – 6 No – 0

<u>Amount</u>	<u>Item</u>	<u>Recommendation</u>
2	19" B & W television monitors	Discard
1	Gestetner copier circa 1985; requires proprietary paper	Discard
1	Adding machine, manual with lever to enter numbers	Discard
1	Singer-Graphlex 16mm film projector	Discard
25	Canvas library materials bags; filthy	Discard
1	Audio amplifier, monoral, marked dead	Discard
1	Ampex reel-to-reel tape recorder, monoral, with speakers	Discard
1	FM tuner, uses vacuum tubes	Discard
1	Telephone answering machine, uses tape cassettes	Discard
1	10" reflector telescope with mount and clock drive	Bid/sell
1	Dynaco audio amplifier, monoral, with vacuum tubes	Bid/sell

-- Budget Calendar, 2008/09: On a motion by Dean Winspear, seconded by Steve Morse, the Board of Education approved the budget calendar for the 2008/09 school year.

Motion carried: Yes – 6 No -- 0

-- Five Star Bank: On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education accepted Five Star Bank as a bidder on the District's investments.

Motion carried: Yes – 6 No – 0

-- Financial Report: On a motion by Dean Winspear, seconded by Michelle Dean, the Board of Education accepted the financial report for September 2007. Discussion took place on bonds, BANs and investments. The Audit Committee has seen and approves the new report that the Business Administrator is developing.

Motion carried: Yes – 6 No – 0

-- Investments: Board members discussed the district's investments. On a motion by Jim Wilcox, seconded by Michelle Dean, the Board of Education authorized the Business Administrator to move \$78,344.98 from Chase Bank and close out all Chase Bank accounts after the new buses are paid for.

Motion carried: Yes – 6 No – 0

On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education authorized the Business Administrator to invest such funds at a better interest rate.

Motion carried: Yes – 6 No – 0

-- Budget Transfers: On a motion by Dean Winspear, seconded by Jim Wilcox, the Board of Education approved the budget transfers from the September 2007 financial report.

**RECOMMENDED BOARD ACTION**

Approve budget transfers.

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Explanation</u>
\$1,200	Chief School Admin Contractual	Chief School Admin Travel	Reclassify conference to correct code
\$203,092	BAN principal	Bond principal	BOCES/Roof BAN renewed as bonds; reclassify
\$10,000	BAN interest	Bond principal	BOCES/Roof BAN renewed as bonds; reclassify
\$204,463	BAN interest	Bond interest	BOCES/Roof BAN renewed as bonds; reclassify
\$9,600	Other benefits	Co-Curricular salary	New positions approved plus after-school study hall not in budget
\$62,500	Finance clerical	Business admin salary	Correctly code business admin salary
\$2,760	Other benefits	Business admin contractual	Consultation services approved by BOE
\$4,000	Supervision principal salary	Supervision clerical salary	Clerical salary underbudgeted
\$1,500	Supervision principal salary	Supervision sub clerical salary	Correctly code substitute clerical salary for supervision
\$4,000	Aides K-12 salary	Sub teacher aide salary	Correctly code substitute teacher aide salary
\$1,500	Guidance clerical salary	Guidance sub clerical salary	Correctly code substitute clerical guidance salary
\$2,500	Nurses' salary	Sub nurse salary	Correctly code substitute nurse salary

**SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS**

-- Route 90 Bridge Closure: Superintendent Worth reported on pending bridge closures in Aurora and Genoa. Jim Wilcox suggested contacting Assemblyman Gary Finch to see if he can help. Jim Wilcox also suggested the Board write a letter about the speed limit and passing zones in front of the school buildings.

-- MRSA Letter: Superintendent Worth reported. SCCS does not have any cases. Our school physician, Marshall Trabou, and the County health department are in contact with us.

-- Fiber Lines; CNYRIC, Time Warner: Superintendent Worth reported that the lines are being brought from Aurora to Poplar Ridge by way of Poplar Ridge Road. Time Warner does not plan to extend the line to Sherwood and the elementary building. Ways are being explored to make this happen; however, it will be costly.

-- Enrollment: Superintendent Worth would like to hire a professional to do an enrollment projection study. This topic was discussed at length. Ted Rejman noted that the most recent bus BAN has all the information in it (27 pages). The bottom line is what is the future of the Emily Howland building.

### **BOARD OF EDUCATION REPORT –**

-- BOE Representative for the SCCS/Wells Partnership: Michelle will continue to serve, Teresa Reeves will attend on November 6; Ted Rejman may attend.

-- November 5 BOE Regular Meeting: It was noted that Michelle Dean, Leonard Jordan and Jim Wilcox will not be able to attend. The meeting was canceled.

-- Special Meeting: Board members agreed to hold a special meeting on Tuesday, October 30, to interview a candidate for the Claims Auditor position. A 24-hour Waiver of Notice will be signed by Board members.

-- Bus Committee: Jim Wilcox and Dean Winspear are on a bus committee with Bruce Culver and Martha Stevermer. Jim Wilcox feels the district should be deciding on whether to keep two bus runs in the future or change to one bus run. Ms. Stevermer will get some information and set a meeting for this committee.

-- Boys' Varsity Team: Played well; is a team the district can be proud of.

-- SRO: Michelle Dean asked questions about SRO responsibilities. This topic was discussed at the October 15 meeting. It was suggested that someone should contact other school districts with an SRO to see what they do when the officer is out of the building.

-- Other Committees: Michelle Dean inquired about the status of the Wellness Committee. Terry Underwood is organizing and reported at the last meeting. She commented that she has heard wonderful things about Michelle Sloan-Smith.

-- Ag Advisory Committee: Dean Winspear noted that this committee has also not met yet this year. He asked if any students were being encouraged to apply to attend the World Food Program event in November. Superintendent Worth will contact Andy Miller. It was suggested that this process should begin in January of each year to find attendees for the November event.

-- Nuisance Odor: Jim Wilcox inquired about the idea to hire an environmental engineer, one person or one company, to find a solution to the problem. Martha Stevermer noted that right now there is no smell. Superintendent Worth noted that Bruce Natale, a County engineer, and Mark Snyder assisted with an inspection last Friday.

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

**EXECUTIVE SESSION**

On a motion by Michelle Dean, seconded by Dean Winspear, the Board of Education entered executive session at 9:40 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**

On a motion by Jim Wilcox, seconded by Steve Morse, the Board of Education returned to open session at 10:35 pm.

Motion carried: Yes – 6 No – 0

Internal Claims Auditor: On a motion by Steve Morse, seconded by Michelle Dean, the Board of Education authorized the Superintendent to proceed with the appointment of the Board's recommendation of a candidate for the Internal Claims Auditor position.

Motion carried: Yes – 6 No – 0

**ADJOURNMENT**

On a motion by Dean Winspear, seconded by Jim Wilcox, the Board of Education adjourned the meeting at 10:40 pm.

Motion carried: Yes -- 6 No -- 0

Respectfully submitted,  
Nynette Adams, District Clerk