

SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Minutes
High School Library

May 22, 2023
7:00 p.m.

1.0 Call to Order at 7:00 PM Board President Kelsey Rossbach called the meeting to order.

2.0 Pledge of Allegiance Board President Kelsey Rossbach led the pledge.

Board members present: Matthew Bennett, Janet Lehman, Rachel McCarthy, Kelsey Rossbach

Board members absent: Christine Brozon, Dave Harvatine, Heather Rejman

Administrators present: Patrick Jensen, Loretta Van Horn, Luke Carnicelli, Caitlin Wasielewski

Others present: Linda Clark, Julia Dunsmoor, Marcy Hand, Melanie Pallokat, Tim Pallokat

3.0 Approval of the Amended Agenda

On a motion by Rachel McCarthy, seconded by Matt Bennett, the amended agenda was approved.

Motion carried: Yes – 4 No – 0

Calendar/Dates to Remember

<i>Calendar Change</i> – Friday, May 26 through Monday, May 29, 2023 – closed for Memorial Day weekend
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<i>Board of Education Meeting</i> – Monday, June 5 th at 7:00 p.m.

4.0 Questions from the audience regarding agenda items – none.

5.0 New Business/Action Items; Consent Agenda

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the action items listed in section 5.0 A through K.

On a motion by Rachel McCarthy, seconded by Matt Bennett

Board of Education members discussed section 5, item F.

A motion was made by Janet Lehman to separate item 5F from all other items in section 5, seconded by Matt Bennett

Vote: Yes – 1 (Janet Lehman)

No – 3 (Matt Bennett, Rachel McCarthy, Kelsey Rossbach)

Section 5, item F was not removed.

Board President Kelsey Rossbach returned to the original motion.

Vote: Yes – 3 (Matt Bennett, Rachel McCarthy, Kelsey Rossbach)

No – 1 (Janet Lehman)

Please note that due to SCCS Policy # 1510, votes must be unanimous vote when only four (4) Board of Education members attend a meeting. *“The quorum for any meeting of the Board shall be four (4) members. No formal action shall be taken at any meeting at which a quorum is not present.*

When only a quorum exists, the Board shall act by unanimous vote unless otherwise required by the laws of the State of New York.”

Therefore, all items in Section 5.0 A through K will be included on the June 5, 2023 Board of Education Meeting Agenda.

A. Minutes; Board of Education meeting May 8, 2023

B. Minutes; School Budget Vote May 16, 2023

C. CSE Recommendations; 2022/2023 & 2023-2024

D. Overnight Field Trip Request;

FFA members to Camp Oswegatchie in Croghan, NY six (6) students to travel to camp on Sunday, July 2 through Friday, July 7, 2023; students will be accompanied by Halee Wasson and Brett Jillson

E. Policies, First Reading; as recommended by the Policy Committee

E.1	Policy #5731 Personnel Authorized to Transport Students; no revisions recommended
E.2	Policy #5740 Allowable Use of Buses; no revisions recommended
E.3	Policy #5750 School Bus Safety Program; revisions recommended
E.4	Policy #5220 District Investments; no revisions recommended
E.5	Policy #5410 Purchasing; no revisions recommended

F. Meeting Dates; set dates for 2023/2024 Board of Education meetings

G. Reasonable Assurance; the Board of Education hereby authorizes the Superintendent of Schools to issue reasonable assurance letters to any individual employed by the District in the 2022-2023 school year who is reasonably expected to return to work for the District in the 2023-2024 school year.

H. Summer Basketball Camp; to be held Monday, June 26 through Thursday, June 29, 9:00 am to 3:00 pm; for students entering grades 3 through 12; \$85 tuition per camper

I. Sherwood Scholarship Awards; six (6) \$500 student awards for the 2022/23 school year.

J. Surplus Items; obsolete items to be sold or discarded if deemed no value

J.1	<u>Books</u> from Jr/Sr High School Library, outdated, non-circulating, damaged books
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K. Architectural/Engineering Services for the 2023 Capital Outlay Project, Resolution
WHEREAS, the Board of Education of the Southern Cayuga Central School District (the “Board of Education”) has determined that it is in the best interest of the Southern Cayuga Central School District (the “School District”) to retain the services of a qualified New York State licensed Architect/Engineer to: provide architectural and engineering services; provide design and construction planning; prepare and update as needed a project milestone schedule; assist with bid solicitation and analysis; provide project management oversight and status reports; and provide

related professional services (“Architectural Services”) in connection with its 2023-24 Capital Outlay Project (the “Project”); and

WHEREAS, the School District previously issued a Request for Proposals (“RFP”) for Architectural Services for the Project; and

WHEREAS, the School District has received proposals in response to the RFP, diligently analyzed the proposals, and conducted interviews with selected candidates as part of the selection process; and

WHEREAS, the Board of Education, as a result of the RFP process has selected Robertson, Strong, Apgar Architects (“RSA”) to provide Architectural Services for the Project; and

WHEREAS, the School District’s legal counsel, Ferrara Fiorenza, PC, and RSA have jointly prepared a proposed contract for Architectural Services for the Project (the “Contract”); and

WHEREAS, the School District’s Superintendent has recommended approval of the Contract as being in the best interest of the School District, a copy of the Contract has been shared with the Board;

NOW, THEREFORE, be it resolved as follows:

1. The Board of Education hereby approves the retention of RSA to provide Architectural Services and proceed with the Project in accordance with the terms and conditions of the Contract, for the fees and expenses set forth therein.
2. The Board of Education hereby authorizes the President of the Board, the Superintendent of Schools, or their designee to enter into the Contract on behalf of the School District in substantially the form presented to the Board of Education with such modifications, additions, and revisions (other than a change to the scope of the Project, the fees, or expenses) as may be approved by the Superintendent of Schools and the District’s legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the Contract in connection with the Project.

6.0 Personnel/Consent Items; Consent Agenda

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the personnel items listed in section 6.0 A through G, for the 2022/23 school year or for the term as indicated.

On a motion by Rachel McCarthy, seconded by Matt Bennett

Motion carried: Yes – 4 No – 0

A. Resignations

A.1	Treasurer: Gloria Sherman , effective June 30, 2023
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B. Rescind Leave of Absence

B.1	Rescind Rebecca Cope's , Leave of Absence as Food Service Helper; from June 5, 2023 through June 30, 2023, to go unpaid from June 5, 2023 through June 30, 2023
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C. Appointments

C.1	Project Leader: Michael Simons , August 15, 2023, thru June 30, 2024; \$95,000
C.2	Substitute Teacher, uncertified: Bridget Hastings , effective May 23, 2023
C.3	Substitute Teaching Assistant: Marcia Hunt , effective May 18, 2023
C.4	Substitute Groundskeeper: Ryan Vanacore , effective July 1, 2023
C.5	Substitute Cleaner: Ryan Vanacore , effective July 1, 2023
C.6	Occasional Driver: Halee Wasson , effective July 1, 2023
C.7	Occasional Driver: Brett Jillson , effective July 1, 2023
C.8	6 th Teaching Section: Julia Dunsmoor , \$1,111 stipend, effective April 19, 2023
C.9	6 th Teaching Section: Mariel Schneggenburger , \$1,032 stipend, effective April 19, 2023
C.10	<u>Special Education Teacher: Breanna Soutar*</u> , with New York State Initial Certification in Students with Disabilities (grades 7-12) – four (4) year probationary appointment in the Special Education Tenure Area, effective September 1, 2023 through August 31, 2027, compensation at the annual level of Step 4 +30M; \$59,783. <i>*The expiration dates of the 4-year probationary appointments are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3014-c and/or 3014-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, the teacher shall not be eligible for tenure at that time</i>
C.11	<u>Mathematics Teacher: Emma Lutkins*</u> , pending New York State Initial Certification in Mathematics (grades 7-12) – four (4) year probationary appointment in the Mathematics Tenure Area, effective September 1, 2023 through August 31, 2027, compensation at the annual level of Step 1 + 0M; \$54,184 <i>*The expiration dates of the 4-year probationary appointments are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3014-c and/or 3014-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, the teacher shall not be eligible for tenure at that time</i>

D. Volunteers:

D.1	Elementary Volunteer	Korina Gray
D.2	Elementary Volunteer	Jennifer Hunt
D.3	Elementary Volunteer	Danielle Janssen
D.4	Elementary Volunteer	Lynn Jones
D.5	Elementary Volunteer	Lori Knopp

D.6	Elementary Volunteer	David MacDonald
D.7	Elementary Volunteer	Steven Sheils
D.8	Elementary Volunteer	Kaitlyn Bradley
D.9	Elementary Volunteer	Andrea MacDonald

F. Co-Curricular Appointments 2022-2023:

F.1	Tutor	Danielle Collier , effective May 15, 2023, \$ per contract
F.2	Tutor	Steve Baumes , effective May 15, 2023, \$ per contract
F.3	Tutor	Emma Lutkins , effective May 15, 2023, \$ per contract

G. Summer 2023 Basketball Camp

G.1	Director	Ed Heslop , \$500
G.2	Coach	Colleen Lukas , \$320
G.3	Coach	Dennis Johnson , \$320
G.4	Coach	Collin Walter , \$320
G.5	Coach	Avrey Colton , \$320
G.6	Counselor	Charli Bennett , \$250

7.0 Business Office Reports/Informational Items

A. Treasurer's Reports

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby accepts the Treasurer's Report for April 2023.

On a motion by Rachel McCarthy, seconded by Matt Bennett

Janet Lehman asked a question regarding budget transfers, Assistant Superintendent Van Horn Will research the answer, in order to provide accurate information to Janet Lehman.

Motion carried: Yes – 4 No – 0

- 8.0 Superintendent's Report/Informational Items – Mascot Resolution Information & Timeline
 Superintendent Jensen spoke regarding information that was given to the Board of Education prior to this meeting, which included the NYSED publication – “Background and Frequently Asked Questions Regarding Part 123 of the Commissioner of Education Relating to Prohibiting the Use of Indigenous Names, Mascots, and Logos by Public Schools” May 2023, an SCCS Mascot/Logo Committee Timeline developed by Caitlin Wasielewski and a proposed Mascot Resolution for a future meeting. Superintendent Jensen and the Board of Education members stressed the mascot change from Chiefs is not a local decision.

9.0 Board of Education/Committees

A. Future Discussion Topics - none

B. Committees

B.1 Athletics; Matt Bennett, Dave Harvatine, Rachel McCarthy
No report.

B.2 Audit; Chris Brozon, Heather Rejman, Kelsey Rossbach
No report.

B.3 Budget/Finance; Chris Brozon, Dave Harvatine, Janet Lehman
Board President Kelsey Rossbach shared the SCCS budget and Capital Improvement Project was passed by voters.

B.4 Directions/Long-Range Education; Matt Bennett, Chris Brozon, Rachel McCarthy
Thursday, May 18, 2023 meeting was canceled.

B.5 Facilities; Dave Harvatine, Janet Lehman, Kelsey Rossbach
Superintendent Jensen shared RSA will begin the long design phase of the Capital Improvement Project and will start sharing design ideas this summer.

B.6 Policy; Matt Bennett, Rachel McCarthy, Heather Rejman
Met on Tuesday, May 9th at 8:00 am, meeting minutes provided. Janet Lehman is going to email Superintendent Jensen her thoughts.

B.7 Safety/Wellness; Chris Brozon, Janet Lehman
Met on Tuesday, May 9th at 4:00 pm, meeting minutes provided. Janet Lehman shared it was another good meeting with good participation and planning on a tough topic.

B.8 Transportation; Heather Rejman, Kelsey Rossbach
Assistant Superintendent Van Horn shared she is attending another transportation software training on Tuesday, May 23, 2023.

B.9 Cayuga Onondaga School Boards Association (COSBA) Executive Committee;
Dave Wiemann - No report.

10.0 Visitor Recognition; Residents Wishing to Address the Board - none

11.0 Proposed Executive Session

On a motion by Rachel McCarthy, seconded by Matt Bennett, the Board of Education entered executive session at 7:35 pm to discuss the employment history of particular persons and collective bargaining with one of the district's unions.

Motion carried: Yes – 4 No – 0

12.0 Return to Open Session

On a motion by Rachel McCarthy, seconded by Matt Bennett, the Board of Education returned to open session at 8:11 pm.

Motion carried: Yes – 4 No – 0

13.0 Adjournment

On a motion by Rachel McCarthy, seconded by Matt Bennett, the Board of Education meeting adjourned at 8:12 pm.

Motion carried: Yes – 4 No – 0

Respectfully submitted,
Marcy Hand, District Clerk