

**SOUTHERN CAYUGA CENTRAL SCHOOL
BOARD OF EDUCATION MEETING**

March 21, 2022

MINUTES

1.0 CALL TO ORDER

At 7:03 pm Board President Kelsey Rossbach called the meeting to order and led the pledge of allegiance.

Board members present: Kelsey Rossbach, Christine Brozon, Matthew Bennett, Susan Gloss, David Harvatine, Bruce Kopp, Rachel McCarthy

Board members absent: None

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

Others present: Jamie Bailey, Emma Bailey, Amelia Binns, Andrea Binns, David Binns, Reagan Binns, Cate Burroughs, Erin Burroughs, CJ Calarco, Linda Clark, Marcy Hand, Nathanael Hand, Bristol Hill, Matthew Hill, Jill Kulis, Natalie Kulis, Janet Lehman, Gordie Morgan, Samantha Morgan, Gary Mutchler, Melanie Pallokat, Talia Pallokat, Taylor Pallokat, Tim Pallokat, Heather Rejman, Ann Sill, David Wiemann

2.0 APPROVAL OF THE AGENDA

-- On a motion by Chris Brozon seconded by Matt Bennett, the agenda was approved.

Motion carried: Yes –7 No – 0

The calendar was reviewed.

CALENDAR/DATES TO REMEMBER

Next Regular Meeting – Monday, April 4

3.0 QUESTIONS FROM THE AUDIENCE REGARDING AGENDA ITEMS– none

4.0 PRESENTATIONS

-- Assistant Superintendent Loretta Van Horn presented Budget Planning information for the 2022/2023 fiscal year. She shared projected cost increases and decreases, BOCES Career and Technical Education and Special Education tuition costs and anticipated enrollments, component district share analysis for our BOCES consortium, projected staffing changes, projected grant funded staffing changes, projected budget expense increase, proposed capital outlay project, (\$100K), the tax cap calculation, area school tax rates, the tax levy history, planned bus purchases and the library budget proposition for Aurora Free Library and Hazard Library Association.

-- Jr/Sr High School Principal Luke Carnicelli and Jr/Sr High School Assistant Principal Caitlin Wasielewski presented information on Multi-Tiered Systems of Support, (MTSS). They shared how their staff is prioritizing standards and collecting standards-based data on a regular basis to inform their instruction. They have been doing a lot of work revising curriculum maps, analyzing data to determine gaps, and creating student support interventions.

They also presented information on Social Emotional Learning practices being implemented into content. All Jr High School students learn about Second Step content during advisory, this is the fourth year using this program. Booster lessons are taught based on student need during seventh and eighth grade social studies, because it ties into that curriculum well. Second Step has been used at the elementary level for approximately the past fifteen years. They are implementing the Character Strong program in English courses in grades 9-12, this is the first year. The scope and sequence for both programs is available online at <http://www.southerncayuga.org/1027>

5.0 OLD BUSINESS – none

6.0 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 6.0.

Motion made by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

Board Members thanked Leslie Kiser for the donation of backpacks.

-- Minutes BOE meeting March 7, 2022

-- CSE Recommendations 2021/2022

-- Surplus Items; non-circulating, out of date, and/or not in acceptable condition, biographies from the Jr/Sr. High School library, to be sold or discarded if deemed no value.

-- District Calendar; 2022-2023

-- Donation; Leslie Kiser; thirteen backpacks for Emily Howland Elementary students, valued at \$65

-- Non-Resident Students 2022/23 school year, in accordance with employee agreements.

Matteo Bartolotta	5 th grade
Lia Bartolotta	11 th grade
Colton Crawford	UPK
Abigail Davis	6 th grade
Kennady Davis	3 rd grade
Jalyn Flores	11 th grade
Miguel Flores Jr.	4 th grade
August Gregg	Kindergarten
Sawyer Gregg	1 st grade
David Hayden	10 th grade
Paul Hayden	9 th grade
Abigail Hurd	2 nd grade
Jacob Hurd	5 th grade

-- Resolution Regarding State Environmental Quality Review Act 2022/2023 Capital Outlay Project; RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby adopts the SEQRA resolution for the 2022/2023 Capital Outlay Project

Motion made by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

WHEREAS, the Board of Education of the Southern Central School District (the “Board”) has considered the effect upon the environment of the proposed 2022-2023 Capital Outlay Project work, including but not limited to the following:

Replacement of doors and door hardware at the Popular Ridge Campus

WHEREAS, the Board has reviewed the scope of the project and has further received and considered the advice of its architects with respect to the potential for environmental impacts resulting from the proposed action; and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c), now therefore;

BE IT RESOLVED, by the Board of Education as follows:

1. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617, the State Environmental Quality Review Act, (SEQRA).
2. The Board hereby determines the Proposed Action as a Type II action in accordance with the SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.

-- Resolution Regarding OCM BOCES Document Services Agreement; RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby adopts the OCM BOCES Document Services Agreement resolution for a maximum period of 36 months commencing on or about April 30, 2022

Motion made by Chris Brozon, seconded by Matt Bennett

Bruce Kopp noted the 36-month maximum and asked whether there is a minimum of months for the contract. Assistant Superintendent Loretta Van Horn said there is no minimum. She said the current lease is expiring.

Motion carried: Yes – 7 No – 0

WHEREAS, the Board of Education of the Southern Central School District desires to enter into up to a 36 month service contract with the Onondaga-Cortland-Madison Board of Cooperative Educational Services (hereafter referred to as OCM BOCES) in order for the Regional Information Center 9RIC) to furnish certain services to the District pursuant to Education law 1950(4)(jj), those services being but not limited to network printing services in CoSer 521, 562 and/or CoSer 620.

WHEREAS, the Board of Education of the above Southern Central School District acknowledges that the Equipment is, and shall at all times be and remain, the sole and exclusive property of the entity leasing the equipment to OCM BOCES, and District shall not have any right, title or interest in the Equipment. Above School District hereby disclaims, waives and releases any right, interest, title, lien or claim in the Equipment, and acknowledges that, upon a default under the lease provided to OCM BOCES, lessor may take possession of the Equipment.

NOW, THEREFORE, it is

RESOLVED, that the Board of Education of the above School District agrees to enter into a contract with the OCM BOCES for the provision of said services to the District not to exceed in total over the life of this agreement the estimated annual payment for equipment and Regional Information Center support of \$32,964 plus overage charges incurred by the OCM BOCES on behalf of the school district during the term of this contract. This amount may be amended with the approval of both parties. Payment will be made as part of a regular annual BOCES contract for services. Further, this contract will be finalized by the Superintendent of the school district and is subject to the approval of the Commissioner of Education for both this multi-year service agreement and the OCM BOCES Document Services Agreement contract that will be entered into on behalf of the school district at its request. This contract will be for a maximum period of 36 months commencing on or about April 30, 2022.

-- Bus Purchase Resolution; **RESOLVED** that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby adopts *by roll call vote*, a resolution to place a proposition on the May 17, 2022 ballot for the purchase of school buses. This will maintain the five-year bus replacement plan.

Motion made by Chris Brozon, seconded by Matt Bennett

Matthew Bennett voting yes
Christine Brozon voting yes
Susan Gloss voting yes
David Harvatine voting yes
Bruce Kopp voting yes
Rachel McCarthy voting yes
Kelsey Rossbach voting yes

Motion carried: Yes – 7 No – 0

BE IT RESOLVED, by the Board of Education of Southern Cayuga Central School District, Cayuga and Tompkins Counties, New York, as follows:

Section 1. The proposition hereinafter set forth is hereby authorized to be submitted for the approval of the qualified voters at the annual school district election to be held in said School District, on the 17th day of May, 2022.

Section 2. The School District Clerk is hereby authorized and directed to include as a part of the notice of the annual district meeting and election notice with reference to the submission of said proposition in substantially the following form:

NOTICE IS HEREBY FURTHER GIVEN that at said annual election to be held on May 17, 2022, the following proposition will be submitted

SCHOOL BUS PROPOSITION

Shall the following resolution be adopted, to-wit:

RESOLVED, that the Board of Education of the Southern Cayuga Central School District, Cayuga and Tompkins Counties, New York, is hereby authorized to pay the cost of (3) 66 Passenger School Buses at a maximum estimated cost of \$410,000, and said amount, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable property of said School District and collected in annual installments as provided by Section 416 of the Education Law; and, in anticipation of such tax, obligations of said School District shall be issued.

The School District has determined this purchase to be a “Type II Action” pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, the implementation of which as proposed, the regulations provide, will not result in any significant adverse environmental impact.

-- Local Libraries Resolution; RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby adopts a resolution to approve a proposition to be included on the May 17, 2022, ballot.

Motion made by Chris Brozon, seconded by Matt Bennett

Assistant Superintendent Loretta Van Horn shared this resolution may need to be amended at a future meeting, if the Hazard Library Association exceeds their tax cap.

Motion carried: Yes – 7 No – 0

The Trustees of the Aurora Free Library are seeking a \$2,850 increase. This increase will help support the library’s annual operation and maintenance, as well as capital property improvements.

The Trustees of the Hazard Library Association are seeking a \$2,500 increase. This increase will help support the library’s annual operation and maintenance.

The annual library tax levy would increase from \$122,150 to \$127,500 per year for the support of both the Aurora Free Library and the Hazard Library Association. The school district has a legal obligation to put this proposal before the voters when an increase is requested. It is separate from the school budget proposal.

Shall the following resolution be adopted, to wit:

RESOLVED that the Board of Education for the Southern Cayuga Central School District is hereby authorized to raise the tax levy from \$122,150 to \$127,500 for the support and operation of the Aurora Free Library (\$75,000) and the Hazard Library Association (\$52,500). If not approved by the voters, the amount raised will remain at the current annual level of \$122,150.

7.0 PERSONNEL/CONSENT ITEMS

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the personnel items listed in section 7.0, for the 2021/22 school year or for the term as indicated.

Motion made by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes –7 No – 0

-- APPOINTMENTS

-- Account Clerk/Typist; **Kimberly Bergen** of Genoa, NY, to a provisional Civil Service appointment as Account Clerk/Typist for the district office, \$42,500 pro-rated, effective April 18, 2022

- Co-Curricular Appointment:

Varsity Track Assistant	Olivia Shea	Volunteer
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-- Field Study Placement; Binghamton University student

-- **Jessica Morgan** with Lindsay Osborne, May 23 through June 24

-- Volunteers:

Elementary School Chaperone/Volunteer	Tiffany Beebee
Elementary School Chaperone/Volunteer	Michael Bradley
Elementary School Chaperone/Volunteer	Phillip Donovan
Elementary School Chaperone/Volunteer	Danielle Janssen
Elementary School Chaperone/Volunteer	Melissa Jordan
Elementary School Chaperone/Volunteer	Ashley Swan
Elementary School Chaperone/Volunteer	Amber VanNostrand

-- SALARY ADJUSTMENTS

-- Amend School Bus Driver; **Christina Sogaw** of Cayuga, NY, to a 1.0 FTE position as a School Bus Driver, with a 52-week probationary period, effective March 8, 2022 at a rate of \$17.45 per hour

-- Salary Adjustment; 2021/2022 school year, based on verification of completed Masters level classes and/or Masters level classes previously approved.

Name	Current Step	Masters Level Credits Earned	New Step	Adjustment Amount
Kalyn Deans	Step 6 +36M	12	Step 6 + 48M	\$1,166

8.0 BUSINESS OFFICE REPORTS/INFORMATIONAL ITEMS

-- Treasurer's Report

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby accepts the Treasurer's Report for February 2022.

Motion made by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes –7 No – 0

9.0 SUPERINTENDENT’S REPORT/INFORMATIONAL ITEMS – none

10.0 BOARD OF EDUCATION; COMMITTEES/DISCUSSION TOPICS

-- Discussion Topics; Chris Brozon said the musical was phenomenal. Bruce Kopp said he and Chris Brozon met with Jamie Bailey and the Board is going to look at a few suggestions they received from her. Kelsey Rossbach said she and Bruce Kopp met with Robb Jetty regarding clarifying SCCS Hall of Fame policies.

-- Athletics; Chris Brozon, Dave Harvatine, Rachel McCarthy
- Will set an April meeting date.

-- Audit; Chris Brozon, Bruce Kopp, Kelsey Rossbach
- No report.

-- Budget/Finance; Chris Brozon, Dave Harvatine, Bruce Kopp
- Met March 21, 2022, meeting minutes will be provided

-- Directions/Long-Range Education; Matt Bennett, Susan Gloss, Rachel McCarthy
- Next meeting is March 23, 2022 at 7:30 am

-- Facilities; Matt Bennett, Dave Harvatine, Rachel McCarthy
- Stage work will start on April 4th.

-- Policy; Matt Bennett, Rachel McCarthy
- Next meeting is April 4, 2022 at 6:00 pm

-- Safety/Wellness; Susan Gloss, Kelsey Rossbach
- Will set an April or May meeting date.

-- Transportation; Susan Gloss, Kelsey Rossbach
- No report.

-- Cayuga Onondaga School Boards Association (COSBA) Executive Committee
- Dave Wiemann shared Cayuga-Onondaga BOCES has the lowest administration cost of any BOCES in NYS. Brian Hartwell and Doug Tomandl from Cayuga-Onondaga BOCES will attend our Board of Education meeting on April 4, 2022.

11.0 VISITOR RECOGNITION; RESIDENTS WISHING TO ADDRESS THE BOARD

-- Samantha Morgan spoke about modified volleyball.

-- Bristol Hill spoke about modified volleyball.

-- Talia Pallokat spoke about modified volleyball.

-- Reagan Binns spoke about modified volleyball.

-- Emma Bailey spoke about modified volleyball.

-- Natalie Kulis spoke about modified volleyball.

-- Heather Rejman spoke about library books.

-- Cate Burroughs spoke about modified volleyball.

Board President Kelsey Rossbach read the following statement to meeting attendees:

“As a general reminder, questions regarding personnel or staff are not appropriate for a Board of Education meeting. The Board of Education will not address them. For those concerns, please follow the proper procedure:

- Step one is to speak to the individual directly.
- If you continue to have questions or concerns, please speak with their direct manager (Principal, Athletic Director, etc.)
- If you continue to have questions or concerns, speak with the Superintendent.

Regarding the questions from the March 7, 2022 meeting:

- There was a request to review and discuss the SCCS Hall of Fame criteria, related explicitly to honoring athletes before the consolidation of the local schools (King Ferry, Genoa, and Sherwood). Two Board of Education members, (Kelsey Rossbach and Bruce Kopp), met with the individual to review and discuss this policy.
- It was asked that the Board of Education reconsider eliminating modified volleyball for girls. In the 2022 - 2023 school year, girls' varsity volleyball will be offered one more year, and girl's JV volleyball will not be offered. There have been ongoing discussions regarding this request. As decisions are made regarding modified volleyball, the goal is to ensure that all students have access to extracurricular activities during the winter months to be engaged and active.
- There were concerns regarding the music department's access to necessary supplies. The music department has held off on buying a new NYSMA manual until the latest version is published, which will happen later this year. This purchase will come out of the SCCS budget. In addition, there is a plan to purchase several new instruments for the 2022-2023 school year. Hickey's was also contacted to look at some damaged musical instruments for repair.
- There was an additional question about SCCS enrollment and its overall trends. Here is an overview of enrollment data for the previous three years based on BEDS data (2018-2020):
 - PreK has remained at capacity at 35 students.
 - Kindergarten enrollment has gone from 47 to 54.
 - Grades 1-3 student count has gone from 144 to 133.
 - Grades 4-6 student count has gone from 159 to 139.
 - Grades 7-12 student count has gone from 314 to 297
 - Parent enrollment of children in private schools has remained at 45 students
 - Resident students who attend BOCES full-time have gone from 34 to 25 students.
 - Charter school students have gone from 2 to 1.
 - Homeschooled students have gone from 42 in 2018 to 45 in 2020.

- Overall, student counts have ranged from 692 to 738 over the past five years. In 2020, we had 716 students.”

EXECUTIVE SESSION

On a motion by Chris Brozon seconded by Matt Bennett, the Board of Education entered executive session at 8:13 pm to discuss the employment history of a particular person.

Motion carried: Yes – 7 No – 0

RETURN TO OPEN SESSION

On a motion by Susan Gloss seconded by Dave Harvatine the Board of Education returned to open session at 9:43 pm.

Motion carried: Yes – 7 No – 0

Others present: Janet Lehman

ADDENDUM ITEMS

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the resignation of employee Jacqueline Waligory effective April 30, 2022.

Motion made by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes –7 No – 0

RESIGNATION

-- **Jacqueline Waligory**, Teaching Assistant, for personal reasons, effective April 30, 2022

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the appointment of Stacy Wilder from March 28, 2022, through June 24, 2022.

Motion made by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes –7 No – 0

APPOINTMENT

-- 0.5 FTE Elementary Teacher, **Stacy Wilder** of Lansing, NY; from March 28, 2022, through June 24, 2022; at Step 8+30M; \$59,118 (0.5 FTE), pro-rated; with permanent certification in Nursery, Kindergarten & Grades 1-6 Elementary Education, pending fingerprinting clearance.

ADJOURNMENT

On a motion by Dave Harvatine, seconded by Chris Brozon, the Board of Education meeting adjourned at 9:46 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Marcy Hand, District Clerk