

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

**November 8, 2021**

**MINUTES**

**Meeting held in the High School Cafeteria**

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**1.0 CALL TO ORDER**

At 6:03 PM Board President Kelsey Rossbach called the meeting to order.

**Board members present:** Kelsey Rossbach, Matthew Bennett, Christine Brozon,  
David Harvatine, Rachel McCarthy

**Board members  
arrived late:**

Susan Gloss arrived at 6:15 PM

Bruce Kopp arrived at 6:17 PM

**Administrators present:** Patrick Jensen, Loretta Van Horn

**Others present:** Buck Alford, Julia Dunsmoor, Marcy Hand, Alicia Kirk,  
Daryl Kirk, Jill Kulis, Jennifer Lane, Janet Lehman,  
Melissa Littlejohn, Heather Rejman, Anna Van Amburgh,  
Payton Youngers, Heather Whitten, Lauren Whitten

**EXECUTIVE SESSION**

On a motion by Chris Brozon, seconded by Matt Bennett, the Board of Education entered executive session at 6:03 pm to discuss the employment history of a particular person.

Motion carried: Yes – 5 No – 0

Susan Gloss arrived at 6:15 PM, while the Board of Education was in executive session.

Bruce Kopp arrived at 6:17 PM, while the Board of Education was in executive session.

**RETURN TO OPEN SESSION**

On a motion by Dave Harvatine seconded by Matt Bennett, the Board of Education returned to open session at 6:56 pm.

Motion carried: Yes – 7 No – 0

**1.1 -- Pledge of Allegiance, Board President**

At 7:04 PM Board President Kelsey Rossbach led the pledge of allegiance.

**2.0 APPROVAL OF THE AGENDA**

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

Motion carried: Yes – 7 No – 0

The calendar was reviewed.

**CALENDAR/DATES TO REMEMBER**

No School, Veterans Day – Thursday, November 11

No School, Parent-Teacher Conference Day – Monday, November 22

No School, Thanksgiving Recess – Tuesday, November 23 through Friday, November 26

**3.0 QUESTIONS FROM THE AUDIENCE REGARDING AGENDA ITEMS**

Janet Lehman asked whether the Board of Education could confirm the Board of Education executive sessions are in accordance with State guidelines. Kelsey Rossbach confirmed the executive sessions are in accordance.

**4.0 PRESENTATIONS – none**

**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 with the addendum items.

Chris Brozon asked whether a family member of Patrick and Patricia Lacey approached the school district to establish the scholarship, accept donations and administer the scholarship.

Motion made by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

-- Minutes BOE meeting October 25, 2021

-- CSE Recommendations 2021/2022

-- Policies, First Reading; as recommended by the Policy Committee

-- Policy #8241 Patriotism, Citizenship and Human Rights Education; no revision recommended

-- Policy #8242 Civility, Citizenship and Character Education / Interpersonal Violence Prevention Education; no revision recommended

-- Policy #5633 Gender Neutral Single Occupancy Bathrooms

-- Surplus Items; goalie helmets, gloves, shirts, and pants that are falling apart and no longer meet regulation from the Jr/Sr. High School to be sold or discarded if deemed no value

-- Patrick and Patricia Lacey Memorial Scholarship; establish the Patrick and Patricia Lacey Memorial Scholarship in order to accept donations from their families and administer the awards.

-- Create Club: It is recommended that the Board of Education create the SCCS Gay Straight Alliance (GSA) Club.

-- Create Account: It is recommended that the Board of Education create an extra-class account for the SCCS Gay Straight Alliance (GSA) Club.

-- Create Club: It is recommended that the Board of Education create the SCCS History Club.

-- Create Account: It is recommended that the Board of Education create an extra-class account for the SCCS History Club.

-- Budget Calendar, 2022/2023; attached

-- Projected Substitute Pay Rates; attached

#### 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, with the addendum items, 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

#### -- RESIGNATIONS

-- **Janice Bizzari**, Teacher Aide, for retirement purposes, effective January 3, 2022

#### -- LEAVE OF ABSENCE REQUEST

-- **Justine Morrison**, Special Education Teacher; for maternity purposes; from on or about January 5, 2022, until on or about March 7, 2022.

#### -- APPOINTMENTS

-- Substitute Teacher, Substitute Teacher Assistant, Substitute Teacher Aide; Molly Walter for 2021/2022 school year

-- Gay Straight Alliance (GSA) Club Advisor, **Kaycee Simpson**, \$500 stipend

-- History Club Advisor, **Steven Baumes**, \$500 stipend

-- **Fitness Room Supervisor: Greg Otis** for 2021/2022 school year, \$20 per hour.

-- **Girls and Boys Basketball Shotclock/Timer: Chris Stevens** for 2021/2022 school year, \$ per contract.

**8.0 BUSINESS OFFICE REPORTS/INFORMATIONAL ITEMS – none**

**9.0 SUPERINTENDENT’S REPORT/INFORMATIONAL ITEMS – none**

**10.0 BOARD OF EDUCATION; COMMITTEES/DISCUSSION TOPICS**

-- Discussion Topics

-- Athletics; Chris Brozon, Dave Harvatine, Rachel McCarthy  
-- Met October 25, 2021, meeting minutes provided

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

-- Budget/Finance; Chris Brozon, Dave Harvatine, Bruce Kopp  
-- No report.

-- Directions/Long-Range Education; Matt Bennett, Susan Gloss, Rachel McCarthy  
-- Met November 3, 2021, meeting minutes provided. Board President Kelsey Rossbach said she is looking forward to the presentation at the next Board of Education meeting on November 22, 2021.

-- Facilities; Matt Bennett, Dave Harvatine, Rachel McCarthy  
-- Met October 26, 2021, meeting minutes provided. Superintendent Jensen noted the Facilities committee met again this morning. There is \$146,000.00 available from the current capital project, additional double doors are being replaced. The masonry work on the west side of the building is done. The elementary gym bleachers are back ordered. The stage rigging and curtain materials were received, but the work will be delayed until mid-January to avoid disrupting December concerts. The high school canopy painting won't occur until spring/summer of 2022. The elementary secure entrance work will be done in late June/July of 2022. C&S has been on site for quality control.

-- Policy; Matt Bennett, Rachel McCarthy  
-- Met October 27, 2021, meeting minutes provided

-- Safety/Wellness; Susan Gloss, Kelsey Rossbach  
-- Superintendent Jensen said the committee will meet within the next four weeks.

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

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

## **11.0 VISITOR RECOGNITION; RESIDENTS WISHING TO ADDRESS THE BOARD**

-- Jill Kulis has questions about tier intervention stuff. She was unsure of what was being referenced in letters to parents, she said any labeling of terms should have explanations of what they mean.

-- Anna Van Amburgh spoke as a former SCCS student who is now enrolled in Lansing CSD. She shared she had amazing grades at SCCS, which she didn't believe she deserved because she didn't study and did zero homework. She said she had a lot of difficulty with learning when she enrolled at Lansing, she was failing tests, doing homework wrong and it was very upsetting. She claimed she was bullied while here and the adults here did not help.

-- Melissa Littlejohn asked about professional development and the SCCS website detailing SEL-CRS implementation that will occur after January 4, 2022. She asked whether time will be taken out of classes such as math to teach social emotional learning. She expressed her lack of faith in teachers addressing this because they're not on the same page as her morally.

-- Payton Youngers expressed concern about building roofs leaking causing the use of trash cans and buckets to catch rain, hallway and classroom temperatures widely varying. She thinks instead of redoing masonry on the front of the building these concerns should be addressed.

-- Heather Whitten said she is an advocate for people who need advocates. She spoke about an assault and name calling.

-- Heather Rejman spoke regarding unanswered questions to the Board of Education. She referenced the leaky roof. She stated maybe they're working on this but it feels like they don't care. She referenced neighboring school district Boards and how they operate. She said the Board should engage parents and let them be part of the solution, it feels like they don't want them to come to meetings and be engaged. Teachers and administration say they'll take feedback into consideration, but no one seems to care, she is completely frustrated, it doesn't have to be like this and they can work together.

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

“Moving forward, the Board of Education will use this section to respond to previous Board of Education questions received.

As noted in the Board of Education meeting held on October 11th, as a Board, we want to reemphasize and state that we are listening. We ask that community members (both in attendance at Board of Education meetings and not) speak for themselves.

Questions regarding personnel or staff are not appropriate for a Board of Education meeting and will not be addressed by the BOE. 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 supervisor (Principal, Athletic Director, etc.)
- If you continue to have questions or concerns, speak with the Superintendent.

Conclusion: there are constructive ideas that continue to be discussed, and their implementation will not occur immediately.

Regarding the questions from the October 25<sup>th</sup> meeting:

- The Board of Education met to review and discuss salary increases for substitute positions.
- School Flooding
  - The recent heavy rainfalls overwhelmed the roof drains, and the crew immediately cleaned up the mess. As a result, we saw flooding in the school building; it was limited to the hallway between the gym and auditorium, a storage room, and the ag hallway.
  - The drains from the roof feed down into and under the building. We may need to look at an alternative system/strategy when we replace the roof.
- Coaching questions and concerns
  - These questions are personnel-related; please follow the appropriate procedure by following up with the individual directly. If necessary, continue follow-up with the Athletic Director, who oversees all coaching staff.
- Transportation Follow-Up
  - This question was related to a particular student and was addressed directly with the parents during an executive session.

Outstanding Questions from previous Board of Education Meetings:

- Policies brought up to the Board of Education are being discussed and reviewed by the Policy Committee. Any further changes/updates will come from the Policy Committee.
- The Board of Education is reviewing policy regarding challenges to instructional materials.
- The Board of Education has asked the administration to review how and when curriculum materials are shared with students and families.
- The business office bills parents of students when damage to computers, bus seats, and other items is done intentionally.
- The SCCS mask policy and other health and safety protocols are derived from the NYS DOH, Federal DOH, and CDC Guidelines.

At this time, the Board of Education has answered all questions received to the best of its ability. The Board of Education will continue to track all questions received during Board of Education meetings and respond as we are able to.”

**EXECUTIVE SESSION**

On a motion by Susan Gloss seconded by Matt Bennett, the Board of Education entered executive session at 7:35 pm to discuss the employment history of a particular person.

Motion carried: Yes – 7 No – 0

**RETURN TO OPEN SESSION**

On a motion by Chris Brozon seconded by Dave Harvatine, the Board of Education returned to open session at 8:39 pm.

Motion carried: Yes – 7 No – 0

There was discussion regarding athletics sectionals and whether students could participate in two sports there. Some sections allow it, ours does not.

On a motion by Susan Gloss seconded by Matt Bennett, the Board of Education approved the cross-country team’s overnight trip to states competition from November 12 to November 13, 2021.

Motion carried: Yes – 7 No – 0

**ADJOURNMENT**

On a motion by Dave Harvatine, seconded by Matt Bennett, the Board of Education meeting adjourned 8:46 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,  
Marcy Hand, District Clerk

Budget Calendar for November 8, 2021

2022/2023		
SCCS BUDGET CALENDAR		
DATE	VENUE	BUDGET ACTIVITY
November 8, 2021	BOE meeting	Adopt budget calendar for 2022/2023
November 22, 2021	BOE meeting	Budget review; combined wealth ratio (CWR), state aid historical
December 2021	School Admin	Leadership team to prepare budget guidelines, forecasts and information; determine plan for 2022/2023 program expenses; Leadership to work on budget scenarios based on guidelines and forecasts
January 10 & 31 February 14, 2022	BOE meetings	Expense projections, projected tax cap, BOCES projections, demographics; fiscal stress monitoring, state aid projections, demographics, BOCES slots
March 1, 2022	School Admin	Submit 2022/2023 calculation for tax levy limit to the Office of Comptroller, Tax & Finance and SED
March 7 & 21, 2022	BOE meetings	BOCES tuitions, projected/proposed staff changes; budget numbers, proposed outlay project, propositions, BOE seats
March 31, 2022	District clerk	First public notice of the annual meeting/election/budget vote published in newspaper of record; four (4) notices will be published, starting not less than 45 days prior to the election/ budget vote, including legal identification of voters
April 4 & 27, 2022	BOE meetings	Budget review; state aid projections, tax levy history, tax cap, projected revenue summary, cost increases/decreases, expense breakdown, expense summary; proposed budget 2022/2023 propositions, approve resolution wording for publication
<b>If budget is not adopted on April 4, a special meeting will be needed on or before April 22.</b>		
Final draft of budget; appointment of election inspectors Final date for budget adoption -- <b>no later than April 22</b>		
April 12, 2022	District clerk	Second public notice in newspaper
April 18, 2022	District clerk	Final day for propositions to be submitted for ballot Final day for submission for candidate petitions; 5:00 pm
April 21, 2022	District clerk	Third public notice in newspapers
April 25, 2022	School Admin	Property Tax Report Card must be submitted to SED within 24 hours of budget adoption but no later than April 25, 2022
April 27, 2022	BOE meeting	Approve BOCES board members & administrative budget
May 3, 2022	District clerk	Budget statement & attachments available to the public; school offices and libraries. Fourth public notice in newspapers; mail <i>Rambling Reporter</i> budget brochure
May 9, 2022	BOE meeting	Public budget hearing/meet the candidates
May 11, 2022	District clerk	Last day to send budget notice to community
May 17, 2022	Public Vote	Statewide annual meeting/board election/budget vote day; 5:00 pm deadline to receive absentee ballots by hand or mail Notification of vote results; BOCES, newspapers, radio & TV
June 7, 2022	District clerk	Publish first of two legal notices for budget re-vote
June 21, 2022	Public Vote	Re-Vote on budget if needed
July 1, 2022		Implement 2022/2023 budget



Projected Substitute Rates

<b>POSITION</b>	<b>Actual 21-22</b>	<b>Rates Eff. Dec. 1, 21</b>	<b>Projected 22-23</b>	<b>Projected 23-24</b>	<b>Projected 24-25</b>
			3.00%	3.00%	3.00%
Bus Attendant	\$13.20	\$13.40	\$13.80	\$14.22	\$14.64
Bus Driver	\$19.00	\$22.00	\$22.66	\$23.34	\$24.04
Cleaner	\$13.20	\$13.40	\$13.80	\$14.22	\$14.64
Food Service Helper	\$13.20	\$13.40	\$13.80	\$14.22	\$14.64
Food Service Helper/Monitor	\$13.20	\$13.20	\$13.60	\$14.00	\$14.42
GRNDS/School Bus Driver	\$13.20	\$15.00	\$15.45	\$15.91	\$16.39
Lifeguard	\$13.20	\$13.20	\$13.60	\$14.00	\$14.42
Recreation Aide	\$13.20	\$13.20	\$13.60	\$14.00	\$14.42
Registered Professional Nurse	\$14.50	\$21.00	\$21.63	\$22.28	\$22.95
School Monitor	\$13.20	\$13.20	\$13.60	\$14.00	\$14.42
Seasonal Laborer	\$13.20	\$13.20	\$13.60	\$14.00	\$14.42
Senior Typist	\$13.20	\$13.20	\$13.60	\$14.00	\$14.42
Student Helper	\$13.20	\$13.20	\$13.60	\$14.00	\$14.42
Teacher, certified	\$105.00	\$130.00	\$133.90	\$137.92	\$142.05
Teacher, uncertified	\$100.00	\$120.00	\$123.60	\$127.31	\$131.13
Teacher Aide	\$13.20	\$13.40	\$13.80	\$14.22	\$14.64
Teaching Assistant	\$92.00	\$100.00	\$103.00	\$106.09	\$109.27