

# SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Minutes  
High School Library

April 17, 2024  
6:00 pm

1.0 Call to Order at 6:00 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, Dave Harvatine, Janet Lehman, Timothy Pallokat, Heather Rejman, Kelsey Rossbach

**Board members absent:** Rachel McCarthy

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

**Others present:** Nynette Adams, Julia Dunsmoor, Dave Eckhardt, Marcy Hand, Mary Hemans, Danielle Janssen, Lori Knopp, Judy Moody, Mary Napier, Greg Otis, Liz Tyrrell

3.0 Approval of the Agenda

On a motion made by Matt Bennett, seconded by Dave Harvatine, the agenda was approved.

Motion carried: Yes – 6 No – 0

4.0 Questions from the audience regarding agenda items – None.

5.0 Presentations:

A. SCCS Budget Discussion – Loretta Van Horn, Assistant Superintendent for Business and Operations shared information regarding cost drivers, budget assumptions with a NYS budget passed, elimination of positions, projected budget amount, no adopted state budget/state aid projections, tax levy cap calculation, budget/tax levy increase options one and two, town equalization rate history, school tax rate history, estimated school tax rate with proposed tax levy increases, area school tax rates, 2024-2025 bus purchase, and local library budget propositions. Board members discussed tax levy proposals.

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 A through G.

Motion made by Matt Bennett, seconded by Dave Harvatine

Motion carried: Yes – 6 No – 0

A. Minutes; Board of Education meeting March 25, 2024

B. CSE Recommendations; 2023/2024 and 2024/2025

C. Non-Resident Students; 2024/25 school year, in accordance with employee agreements.

C.1	AnnaLynn Crawford	UPK
C.2	Colton Crawford	1 <sup>st</sup> grade

C.3	Abigail Davis	8 <sup>th</sup> grade
C.4	Kennady Davis	5 <sup>th</sup> grade
C.5	Hannah Franklin	UPK
C.6	August Gregg	2 <sup>nd</sup> grade
C.7	Sawyer Gregg	3 <sup>rd</sup> grade
C.8	David Hayden	12 <sup>th</sup> grade
C.9	Paul Hayden	11 <sup>th</sup> grade
C.10	Abigail Hurd	4 <sup>th</sup> grade
C.11	Jacob Hurd	7 <sup>th</sup> grade
C.12	Harrison Jones	Kindergarten
C.13	Kattie Perez	10 <sup>th</sup> grade
C.14	Bennett Smith	Kindergarten

- D. Student Recognition: the Board of Education hereby endorses the nomination of **Mary Kate Vitale** as Outstanding Student, to be honored at the May 23 annual dinner meeting of the Cayuga-Onondaga School Boards Association (COSBA).
- E. Staff Recognition: the Board of Education hereby endorses the nomination of **Heather Snyder** as Outstanding Middle School Teacher, to be honored at the May 23 annual dinner meeting of the Cayuga-Onondaga School Boards Association (COSBA).
- F. Staff Recognition: the Board of Education hereby endorses the nomination of **Peter Bakija** as Outstanding High School Teacher, to be honored at the May 23 annual dinner meeting of the Cayuga-Onondaga School Boards Association (COSBA).
- G. Amend 2023/2024 Calendar:

G.1	Tuesday, June 25, 2024 last day for elementary school students, with a half day dismissal
G.2	Wednesday, June 26, 2024 last day for teachers, with a half day dismissal

- H. Proposition for 2024/25 Proposed Budget  
 RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools and the Budget Committee, hereby adopts a resolution for a budget proposition with a 3% tax levy increase to be included on the May 21, 2024, ballot:

*Shall the following resolution be adopted, to-wit: RESOLVED that the Board of Education of the Southern Cayuga Central School District, Counties of Cayuga and Tompkins, New York, be and hereby is authorized to expend the sum of \$19,914,840; and levy the necessary tax therefore for the 2024/2025 school year?*

Motion made by Matt Bennett, seconded by Janet Lehman

Motion carried: Yes – 5 (Matt Bennett, Janet Lehman, Tim Pallokat, Heather Rejman, Kelsey Rossbach)

No – 0

Abstain – 1 (Dave Harvatine)

I. Proposed Budget Property Tax Report Card

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools and the Budget Committee, hereby approves a resolution for the annual NYS Property Tax Report Card, modified to reflect the 2024/25 budget as adopted, to be submitted to NYSED by the required deadline.

Motion made by Matt Bennett, seconded by Dave Harvatine

Motion carried: Yes – 6 No – 0

J. Aurora Free Library Resolution

RESOLVED, upon request of the President of the Aurora Free Library Board of Trustees, in accordance with a resolution adopted by the Board of Trustees on or about October 19, 2023, and in accordance with New York State Education Law Section 259, the following proposition shall appear on the ballot at the School District's Annual Meeting and General Election on May 21, 2024:

*Shall the Southern Cayuga Central School District levy and collect a tax separate and apart from the annual school district budget, pursuant to Section 259 of the Education Law of the State of New York, in the sum of \$85,000.00 (which is an increase of \$5,000.00 from the levy in effect from 2023-2024 in the sum of \$80,000.00) for the continuing support and maintenance of the Aurora Free Library, with this appropriated amount to be the annual appropriation until thereafter modified by a future vote of the electors of the Southern Cayuga Central School District?*

Motion made by Matt Bennett, seconded by Dave Harvatine

Motion carried: Yes – 6 No – 0

K. Hazard Library Association Resolution

RESOLVED, upon request of the Librarian of the Hazard Library Association, in accordance with a resolution adopted by the Board of Trustees on or about November 13, 2023, and in accordance with New York State Education Law Section 259, the following proposition shall appear on the ballot at the School District's Annual Meeting and General Election on May 21, 2024:

*Shall the Southern Cayuga Central School District levy and collect a tax separate and apart from the annual school district budget, pursuant to Section 259 of the Education Law of the State of New York, in the sum of \$61,825.00 (which is an increase of \$5,000.00 from the levy in effect from 2023-2024 in the sum of \$56,825.00) for the continuing support and maintenance of the Hazard Association Library, with this appropriated amount to be the annual appropriation until thereafter modified by a future vote of the electors of the Southern Cayuga Central School District?*

Motion made by Matt Bennett, seconded by Janet Lehman

Motion carried: Yes – 6 No – 0

L. Cayuga-Onondaga BOCES Board of Education

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby casts their ballots for candidates as listed for the Cayuga-Onondaga BOCES Board of Education.

There are two (2) vacancies on the board of cooperative educational services to be filled at the annual election to be held on Wednesday, April 17, 2024. Candidates are listed with their school district of residence:

**Russell Riddell**

District of Residence: Moravia

Length of Term: Three (3) years – July 1, 2024 through June 30, 2027

**Robert H. Jetty, II**

District of Residence: Southern Cayuga

Length of Term: Three (3) years – July 1, 2024 through June 30, 2027

Motion made by Matt Bennett, seconded by Janet Lehman

Motion carried: Yes – 6 No – 0

M. Cayuga-Onondaga BOCES Administrative Budget

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the Administrative Budget of the Cayuga-Onondaga BOCES in the amount of \$2,660,566.00 for the fiscal year commencing on July 1, 2024 and ending on June 30, 2025.

Motion made by Matt Bennett, seconded by Dave Harvatine

Motion carried: Yes – 6 No – 0

N. Purchase of Student Transportation Vehicles;

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 ballot for the purchase of student transportation vehicles.

Motion made by Matt Bennett, seconded by Dave Harvatine

Matthew Bennett voting yes

David Harvatine voting yes

Janet Lehman voting yes

Rachel McCarthy absent

Tim Pallokat voting yes

Heather Rejman voting yes

Kelsey Rossbach voting yes

Motion carried: Yes – 6 No – 0

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

Section 1. The propositions hereinafter set forth is hereby authorized to be submitted for the approval of the qualified voters at the Annual School District Meeting and Election to be held in said School District, on the 21st day of May, 2024.

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 propositions in substantially the following form:

Shall the following resolution be adopted, to-wit:

RESOLVED, that the Board of Education of the Southern Cayuga Central School District, Cayuga and Tompkins County, New York, is hereby authorized to purchase student transportation vehicles including incidental equipment and expenses in connection therewith, at an aggregate maximum estimated cost not to exceed \$309,568 therefor, and that \$309,568, 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.

7.0 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 7.0 A through G, for the 2023/24 school year or for the term as indicated.

Motion made by Matt Bennett, seconded by Dave Harvatine

Motion carried: Yes – 6 No – 0

A. Resignation

A.1	Food Service Helper/School Monitor, <b>Manda Allen</b> , effective April 18, 2024
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B. Appointments 2023-2024

B.1	Field Placement: May 13 through 31, 2024, SUNY Cortland student <b>Sophie Lesch</b> , sixty (60) hours, with Greg Otis and Danielle Collier
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C. Co-Curricular Appointments 2023-2024

C.1	After School Supervisor	<b>Jeanne Bunnell</b>	\$ per contract
C.2	ELL Tutor	<b>Christopher Zappolo</b>	\$ per contract
C.3	Lifeguard	<b>Danielle Collier</b>	\$ per contract
C.4	Chaperone	<b>Caitlin Rejman</b>	\$ per contract

D. Volunteers 2023-2024

D.1	Tennis Volunteer	<b>Alex Fox</b>
D.2	Jr/Sr High School Volunteer	<b>Gerald Saville</b>
D.3	Jr/Sr High School Volunteer	<b>LaCosta Saville</b>

E. New Adventures Summer Program the following staff members will work the summer program, at a teacher remuneration rate not to exceed \$1,000 per week each, or a daily teacher

rate of \$200, based on the program generating sufficient revenue and the Board of Education allocating \$2,000 in student scholarships

E.1	<b>Michelle Jones</b> , Teacher
E.2	<b>Jennifer Murphy</b> , Teacher
E.3	<b>Bethany Wilkinson</b> , Teacher
E.4	<b>Angela Simmons</b> , Substitute Teacher
E.5	<b>Bethany Wilkinson</b> , Lifeguard

F. Changes in Employment Status

F.1	Account Clerk/Typist; <b>Justine Phillips Heiner</b> , permanent appointment at conclusion of her probationary period
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G. Election Inspectors

G.1	Marcy Hand, chief inspector
G.2	Jodi Baker
G.3	Patricia Bianconi
G.4	Sharon Culver
G.5	Betsy Donald
G.6	Scott Gross
G.7	Mary Hemans
G.8	Laurel Kachnycz
G.9	Connie Rejman
G.10	Loretta Van Horn

8.0 Business Office Reports/Informational Items –

A. Claims Auditor Reports; January, February, March 2024

B. 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 March, 2024.

Motion made by Matt Bennett, seconded by Dave Harvatine

Motion carried: Yes – 6 No – 0

9.0 Superintendent’s Report/Informational Items – SSBA Investment Plan #5

10.0 Board of Education/Committees

A. Agriculture Advisory Board – Dave Harvatine – Their board met last week, Dave was unable to attend, board members will present to the SCCS Board of Education during a June meeting.

B. Board of Education Committees

B.1	<b>Athletics</b> ; Matt Bennett, Rachel McCarthy, Heather Rejman
	No report.
B.2	<b>Audit</b> ; Tim Pallok, Heather Rejman, Kelsey Rossbach
	No report.

B.3	<b>Budget/Finance;</b> Dave Harvatine, Janet Lehman, Tim Pallokat
	Met tonight at 5pm, discussed PowerPoint presentation.
B.4	<b>Directions/Long-Range Education;</b> Janet Lehman, Rachel McCarthy, Kelsey Rossbach
	Met on Thursday, March 28 <sup>th</sup> , meeting minutes provided.
B.5	<b>Facilities;</b> Matt Bennett, Dave Harvatine, Kelsey Rossbach
	Superintendent Jensen is waiting to hear from NYS regarding approval of roof project.
B.6	<b>Policy;</b> Rachel McCarthy, Heather Rejman
	Superintendent Jensen is waiting on edits.
B.7	<b>Safety/Wellness;</b> Janet Lehman, Rachel McCarthy
	Will meet on Wednesday, May 15 <sup>th</sup> at 4 pm.
B.8	<b>Transportation;</b> Matt Bennett, Tim Pallokat
	No report.
B.9	<b>Cayuga Onondaga School Boards Association (COSBA);</b> Dave Wiemann
	No report.

11.0 Visitor Recognition; Residents Wishing to Address the Board – None.

12.0 Adjournment

No executive session was needed.

On a motion by Dave Harvatine, seconded by Matt Bennett, the Board of Education meeting adjourned at 7:59 pm.

Motion carried: Yes – 6 No – 0

Respectfully submitted,  
*Marcy Hand*, District Clerk