

SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Minutes
High School Library

August 12, 2024
5:00 pm

1.0 Call to Order at 5:02 PM Board President Rachel McCarthy called the meeting to order.

2.0 Pledge of Allegiance Board President Rachel McCarthy led the pledge.

Board members present: Matthew Bennett, Robb Jetty, Janet Lehman, Rachel McCarthy,
Timothy Pallokat, Heather Rejman

Board members absent: David Harvatine

Administrators present: Patrick Jensen, Loretta Van Horn

Others present: CJ Calarco, Marcy Hand, Lori Knopp

3.0 Approval of the Agenda with the Addendum, Section 8.0 Personnel, item I, School Bus Driver

On a motion made by Matt Bennett, seconded by Robb Jetty, the agenda with the addendum was approved.

Motion carried: Yes – 6 No – 0

4.0 Questions from the audience regarding agenda items – None.

4.1 Board of Education Committees & Membership; *Discussion to Establish Committees and Membership before voting on Section 5.0*

Board members discussed the differences between standing, ad-hoc, operational and Board of Education committees.

On a motion made by Robb Jetty, seconded by Janet Lehman, remove Athletics committee from the Board of Education committees, because it is operational.

Motion carried: Yes – 6 No – 0

The Board of Education wants student participation numbers for teams and their accomplishments by season from Colton Gregg, Athletic Director.

On a motion made by Tim Pallokat, seconded by Matt Bennett, remove Facilities committee from the Board of Education committees, because it is operational.

Motion carried: Yes – 6 No – 0

The Board of Education wants to keep the Directions/Long-Range Education Committee and Policy Committee.

On a motion made by Rachel McCarthy, seconded by Tim Pallokat, remove Safety/Wellness committee from the Board of Education committees, because it is operational.

Motion carried: Yes – 6 No – 0

On a motion made by Rachel McCarthy, seconded by Matt Bennett, remove Transportation committee from the Board of Education committees, because it is operational.

Motion carried: Yes – 6 No – 0

The remaining Board of Education committees are:

- Audit Committee
- Budget/Finance Committee,
- Directions/Long-Range Education Committee
- Policy Committee

Board of Education members spoke about which committees they wanted to be a part of and who would chair each committee.

4.2 Board of Education Meetings – Dates and Times *Discussion*

Board of Education members changed their meeting times to 7:00 PM starting with their September 9, 2024 meeting.

4.3 Board of Education Format, Process and Agenda *Discussion*

Board of Education members spoke about their proposed changes to the meeting Agenda process.

4.4 Board of Education Retreat, Find a Date and Time *Discussion*

Board of Education members want to schedule a retreat date to set Board of Education goals.

4.5 Amended Pickleball Request *Discussion*

Board of Education members reaffirmed their decision to grant the community group use of one mutually agreeable tennis court to use as a pickleball court.

5.0 Old Business/Action Items; Consent Agenda

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

Motion made by Tim Pallokat, seconded by Heather Rejman.

Motion carried: Yes – 6 No – 0

A. Board of Education Committee Appointments for the 2024/2025 Fiscal Year from the July 1, 2024 Reorganization Meeting

<i>Audit Committee, up to Three (3) Board of Education Representatives; required Committee per NYS Education Department</i>
1. Matt Bennett, Chairperson
2. Robb Jetty
3. Janet Lehman
<i>Budget/Finance Committee, up to Three (3) Board of Education Representatives; required Committee per NYS Education Department</i>
1. Dave Harvatine, Chairperson
2. Robb Jetty
3. Tim Pallokat

<i>Directions/Long-Range Education Committee</i>
1. Matt Bennett
2. Rachel McCarthy, Chairperson
3. Heather Rejman
<i>Policy Committee</i>
1. Robb Jetty
2. Janet Lehman, Chairperson
3. Tim Pallokat
Cayuga Onondaga School Boards Association (COSBA) Executive Committee; Robert H. Jetty II (he was elected to a three (3) year term of July 1, 2024 to June 30, 2027)

6.0 Public Hearing - District-Wide Safety Plan - Draft
 Superintendent Jensen shared information regarding the plan, it has been on the SCCS website since the beginning of July.

7.0 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 7.0 A through H.

Motion by Matt Bennett, seconded by Robb Jetty.

Motion carried: Yes – 6 No – 0

A. Minutes; Board of Education meeting July 1, 2024

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

C. Therapy Contract; contract between Southern Cayuga Central School District and Kim Stevens, OTR/L of Moravia, NY, from September 1, 2024 to August 31, 2025.

D. Therapy Contract; contract between Southern Cayuga Central School District and R Mark Hilton Speech Pathology Services/Lift up Your Voice Speech Services of Newark, NY, from September 1, 2024 to August 31, 2025.

E. Overnight Field Trip Request; International Club members fifteen (15) students to travel to Costa Rica on Saturday, April 12 through Sunday, April 20, 2025; students will be accompanied by Becky Davis and Halee Wasson Exhibit #4

F. Surplus Items; declare as surplus softball uniforms, basketball uniforms, swim parkas, cross country/track and field uniforms and soccer jerseys, all are old, dirty and stained, to be sold or discarded if deemed no value

G. Meal Prices for the 2024/25 school year;

	Grades PreK-6		Grades 7-12	
	Breakfast	Lunch	Breakfast	Lunch
2024/25	\$1.75	\$2.65	\$1.75	\$2.75

SCCS continues to qualify for the Community Eligibility Provision for 2024/25, which provides free meals for all students through NYSED's Child Nutrition Program.

H. Koon Scholarship Awards; for the 2024/2025 school year as recommended by the Koon

Scholarship Committee

I. Tax Warrant/Tax Rates

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the following resolution:

The Board of Education approves the Tax Warrant resolution and adopts tax rates for the 2024/2025 school year, by authorizing a tax levy of \$8,608,670 for school purposes and \$146,825 for the Hazard and Aurora Free libraries (for a total of \$8,755,495). Charts included in the Tax Warrant are based on the final information from Cayuga & Tompkins Counties as of August 7, 2024. *The full resolution is attached on pages 10 and 11.*

Motion made by Tim Pallokat, seconded by Robb Jetty.

Motion carried: Yes – 6 No – 0

J. Bond Resolution dated August 12, 2024:

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby adopts *by roll call vote*, a bond resolution dated August 12, 2024 authorizing the issuance of \$309,568 bonds of Southern Cayuga Central School District, Cayuga and Tompkins Counties, New York, to pay the cost of the purchase of student transportation vehicles, for said school district.

Motion made by Robb Jetty, seconded by Matt Bennett.

Matthew Bennett VOTING yes
David Harvatine - absent
Robb Jetty VOTING yes
Janet Lehman VOTING yes
Rachel McCarthy VOTING yes
Timothy Pallokat VOTING yes
Heather Rejman VOTING no

Motion carried: Yes – 5 No – 1 (Heather Rejman)

WHEREAS, the capital project hereinafter described, as proposed, has been determined 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, which regulations state that Type II Actions will not have any significant adverse impact on the environment; and

WHEREAS, at the Annual Meeting of the qualified voters of Southern Cayuga Central School District, Cayuga and Tompkins Counties, New York (the “School District”), held on May 21, 2024, a proposition was duly adopted authorizing the Board of Education of said School District for the purchase of student transportation vehicles as described therein, at a maximum estimated cost of \$309,568, such proposition providing for the levy of a tax therefor to be collected in installments, with \$309,568 obligations of said School District to be issued in anticipation thereof (the “Proposition”); and

WHEREAS, it is now desired to provide for the authorization of such objects or purposes and for the financing thereof;

NOW, THEREFORE, BE IT RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the Board of Education of Southern Cayuga Central School District, Cayuga and Tompkins Counties, New York, as follows:

Section 1. The purchase of student transportation vehicles, including incidental equipment and expenses in connection therewith, at a maximum estimated cost of \$309,568, in and for the Southern Cayuga Central School District, Cayuga and Tompkins Counties, New York, is hereby authorized.

Section 2. The plan for the financing of the aforesaid \$309,568 maximum estimated cost shall be by the issuance of \$309,568 bonds of said School District hereby authorized to be issued therefor, pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is five (5) years, pursuant to subdivision 29 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. The faith and credit of said Southern Cayuga Central School District, Cayuga and Tompkins Counties, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property in said School District, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law.

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the President of the Board of Education, the chief fiscal officer of such School District. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the President of the Board of Education shall determine consistent with the provisions of the Local Finance Law.

Section 7. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or
- 2) The provisions of law which should be complied with as of the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 9. This resolution, which takes effect immediately, shall be published in summary form in the official newspaper of said School District for such purpose, together with a notice of the School District Clerk substantially in the form provided in Section 81.00 of the Local Finance Law.

8.0 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 8.0 A through F, for the 2024/25 school year or for the term as indicated.

Motion by Matt Bennett, seconded by Robb Jetty.

Motion carried: Yes – 6 No – 0

A. Appointments 2024-2025

A.1	<u>Long Term Substitute Teacher: Bobbie Lansdowne, long term Elementary Substitute Teacher, effective August 28, 2024 through on or about October 11, 2024; Step 1 + 30M; \$57,860*, pro-rated; with professional certification in Childhood Education 1-6. *SCTA contract not finalized for the 2024-2025 fiscal year, salary adjustment pending finalization of SCTA contract negotiations for the 2024-2025 fiscal year</u>
A.2	<u>Food Service Helper; Jimmie Bajanen, four and a half (4.5) hours per day, effective September 1, 2024, with a 52-week probationary period, at a rate of \$15.50 per hour.</u>

B. Co-Curricular Appointments 2024-2025

B.1	Brett Jillson	Lifeguard	\$ per contract
B.2	Preston Reynolds	Lifeguard	\$ per contract

C. Volunteers

C.1	Robert “David” Gregg	Varsity Boys Soccer Volunteer
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D. Fall Sports Appointments 2024-2025

D.1	Heather Rejman	Girls Modified Swim Coach	Volunteer
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E. Substitutes 2024-2025

E.1	Andrea Binns*	Substitute Teacher, <i>*certified teacher</i>
E.2	Paula Colton*	Substitute Teacher, <i>*certified teacher</i>
E.3	Ashley Dimon	Substitute Teacher
E.4	Sandra Groth	Substitute Teacher
E.5	Catharine Haight*	Substitute Teacher, <i>*certified teacher</i>
E.6	Marlee Harris	Substitute Teacher
E.7	Bridget Hastings	Substitute Teacher

E.8	Jan Hunsinger*	Substitute Teacher, <i>*certified teacher</i>
E.9	JoBeth Huskey	Substitute Teacher
E.10	Pamela Hyde*	Substitute Teacher, <i>*certified teacher</i>
E.11	Brett Jillson	Substitute Teacher
E.12	Sasha Lamoree	Substitute Teacher
E.13	Deborah Lampman	Substitute Teacher
E.14	Maureen McNamara*	Substitute Teacher, <i>*certified teacher</i>
E.15	Geraldine Nedza*	Substitute Teacher, <i>*certified teacher</i>
E.16	Janet Otis*	Substitute Teacher, <i>*certified teacher</i>
E.17	Jeanette Owens	Substitute Teacher
E.18	Kylie Rejman	Substitute Teacher
E.19	Nicole Vroman*	Substitute Teacher, <i>*certified teacher</i>
E.20	Ashlee Sandstrom	Substitute Teacher
E.21	Kate Scanlan	Substitute Teacher
E.22	Yasmine Smith	Substitute Teacher
E.23	Sara Stewart*	Substitute Teacher, <i>*certified teacher</i>
E.24	Grace Van Horn	Substitute Teacher
E.25	Laurene (Laurie) Waldron	Substitute Teacher
E.26	Brooke Walter	Substitute Teacher
E.27	Molly Walter*	Substitute Teacher, <i>*certified teacher</i>
E.28	Shannon Armstrong	Substitute Teaching Assistant
E.29	Ashley Dimon	Substitute Teaching Assistant
E.30	Sandra Groth	Substitute Teaching Assistant
E.31	Marlee Harris	Substitute Teaching Assistant
E.32	Sasha Lamoree	Substitute Teaching Assistant
E.33	Kylie Rejman	Substitute Teaching Assistant
E.34	Nicole Vroman	Substitute Teaching Assistant
E.35	Molly Walter	Substitute Teaching Assistant
E.36	Jeanne Bunnell	Substitute Teacher Aide
E.37	Marlee Harris	Substitute Teacher Aide
E.38	Phyllis Proctor	Substitute Teacher Aide
E.39	Kylie Rejman	Substitute Teacher Aide
E.40	Nicole Vroman	Substitute Teacher Aide
E.41	Molly Walter	Substitute Teacher Aide
E.42	Peggy Morris	Substitute Cleaner
E.43	Jill Rafferty	Substitute Cleaner
E.44	Amber Rose Matraw	Substitute Food Service Helper
E.45	Peggy Morris	Substitute Food Service Helper
E.46	Laurie Minde	Substitute Food Service Helper
E.47	Roxanne Nesbit	Substitute Food Service Helper
E.48	Phyllis Proctor	Substitute Food Service Helper
E.49	Dawn Sedorus	Substitute Librarian, \$55 per hour
E.50	Laurene (Laurie) Waldron	Substitute Librarian, \$22 per hour
E.51	Michelle Lawrence	Substitute Senior Typist, \$20 per hour

F. Summer 2024 Basketball Camp

F.1	Alex Overhiser	Lifeguard	\$100
F.2	Leif Gunderson	Lifeguard	\$100

G. Extend School Security Guard Agreement: **Bill Hasenjager**,

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the Extension to the Employment Agreement, dated December 10, 2018 of Bill Hasenjager, Southern Cayuga Central School District, as extended by the Board, through June 30, 2025.

Motion by Matt Bennett, seconded by Janet Lehman.

Motion carried: Yes – 6 No – 0

H. Extend School Security Guard Agreement: **Raymond Lupo**,

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the Extension to the Employment Agreement, dated December 12, 2022 of Ray Lupo, Southern Cayuga Central School District, as extended by the Board, through June 30, 2025.

Motion by Matt Bennett, seconded by Tim Pallokat.

Motion carried: Yes – 6 No – 0

ADDENDUM ITEM

8.0 Personnel

I. School Bus Driver: **William Caleb Hawkins**, to a 1.0 FTE position as a School Bus Driver, at a rate of \$17.77 per hour, effective August 28, 2024 with a 52-week probationary period

Motion by Matt Bennett, seconded by Janet Lehman.

Motion carried: Yes – 6 No – 0

9.0 Business Office Reports/Informational Items – Audit is beginning.

10.0 Superintendent’s Report/Informational Items – Superintendent Jensen spoke regarding having an ex-officio student representative on the Board of Education in the future and arranging a building tour for Board members.

11.0 Board of Education/Committees

A. Agriculture Advisory Board – Dave Harvatine – absent.

B. Board of Education Committees

B.1	Audit; Matt Bennett - Chairperson, Dave Harvatine, Janet Lehman
B.2	Budget/Finance; Dave Harvatine - Chairperson, Robb Jetty, Tim Pallokat

B.3	<i>Directions/Long-Range Education;</i> Matt Bennett, Rachel McCarthy - Chairperson, Heather Rejman
B.4	<i>Policy;</i> Robb Jetty, Janet Lehman - Chairperson, Tim Pallokat
B.5	<i>Cayuga Onondaga School Boards Association (COSBA);</i> Robb Jetty

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

13.0 Proposed Executive Session

On a motion by Matt Bennett, seconded by Robb Jetty, the Board of Education entered executive session at 8:18 pm to discuss the employment history of a particular person and collective bargaining with one of the District’s unions.

Motion carried: Yes – 6 No – 0

14.0 Return to Open Session

On a motion by Matt Bennett, seconded by Robb Jetty, the Board of Education returned to open session at 9:23 pm.

Motion carried: Yes – 6 No – 0

15.0 Adjournment

On a motion by Matt Bennett, seconded by Tim Pallokat, the Board of Education meeting adjourned at 9:24 pm.

Motion carried: Yes – 6 No – 0

Respectfully submitted,
Marcy Hand, District Clerk

Tax Warrant/Tax Rates

TAX WARRANT RESOLUTION: May we approve the Tax Warrant Resolution as recommended by the Superintendent of Schools.

WHEREAS THE BOARD OF EDUCATION has been authorized by the district voters at the Annual Meeting on May 21, 2024, to expend a sum of \$19,914,840 and to levy the necessary tax therefore for the 2024/25 school year;

THEREFORE, BE IT RESOLVED THAT: The Board of Education shall fix the equalized tax rates by town and confirm the extension of the taxes as they appear on the following described tax roll.

TOWN	ASSESSED VALUE	EQUALIZATION RATE	TAX LEVY	TAX RATE PER \$1,000
Fleming	\$7,370,652	1.0	\$65,080.32	8.829656
Genoa	\$223,757,714	0.8	\$2,469,646.23	11.037145
Lansing	\$4,691,343	1.0	\$41,422.95	8.829656
Ledyard	\$250,267,083	0.8	\$2,762,215.45	11.037071
Locke	\$2,117,668	0.76	\$24,603.00	11.617969
Scipio	\$229,516,849	1.0	\$2,026,554.92	8.829656
Venice	\$121,503,733	0.88	\$1,219,147.12	10.033824
Totals	\$839,225,042		\$ 8,608,670.00	

AND BE IT FURTHER RESOLVED THAT: The Board of Education has been authorized by the voters of the district at the Annual Budget Vote on **THE BOARD OF EDUCATION** has been authorized by the district voters at the Annual Meeting on May 21, 2024, to levy a tax in the amount of \$146,825 as an annual appropriation to be divided and paid to the **Aurora Free Library** and the **Hazard Library Association** for the support and operation of the libraries.

THEREFORE, BE IT FURTHER RESOLVED THAT: The Board of Education shall fix the equalized tax rates by town and confirm the extension of the taxes as they appear on the following described tax roll.

TOWN	ASSESSED VALUE	EQUALIZATION RATE	TAX LEVY	TAX RATE PER \$1,000
Fleming	\$7,370,652	1.0	\$1,109.98	0.150594
Genoa	\$223,757,714	0.8	\$42,121.00	0.188244
Lansing	\$4,691,343	1.0	\$706.49	0.150594
Ledyard	\$250,267,083	0.8	\$47,110.91	0.188243
Locke	\$2,117,668	0.76	\$419.62	0.198150
Scipio	\$229,516,849	1.0	\$34,563.87	0.150594
Venice	\$121,503,733	0.88	\$20,793.14	0.171132
Totals	\$839,225,042		\$146,825.00	

AND BE IT HEREBY DIRECTED THAT: The warrants duly signed by this Board of Education shall be affixed to the above described tax rolls authorizing the collection of taxes as follows.

TAX WARRANT, CAYUGA COUNTY: To begin September 1, 2024, and to end on November 15, 2024, giving the tax warrant an effective period of seventy-six (76) days, at the expiration of which time the tax collector shall make an accounting in writing to the Board.

TAX WARRANT, TOMPKINS COUNTY: To begin September 1, 2024, and to end on November 2, 2024, giving the tax warrant an effective period of sixty-three (63) days, at the expiration of which time the tax collector shall make an accounting in writing to the Board.

AND BE IT RESOLVED THAT: The installment periods shall be as follows.

TAX WARRANT, CAYUGA COUNTY: Through October 2, 2024, first installment due with a service charge of $\frac{3}{4}$ of 1% payable to the tax collector; through October 31, 2024, second installment due with a service charge of $\frac{3}{4}$ of 1% payable to Southern Cayuga Central School.

TAX WARRANT, TOMPKINS COUNTY: Through October 2, 2024, first installment due with a service charge of 5%. All first payment checks should be made payable to Southern Cayuga Central School. Second installments will be collected by the Tompkins County Division of Finance by March 3, 2025.

AND BE IT FURTHER RESOLVED THAT: The delinquent tax penalties shall be as follows.

CAYUGA COUNTY

- I. Pay in Full
 - a. through October 2, 2024 No charge
 - b. from October 3 to October 31, 2024 2% penalty charge
 - c. from November 1 to November 15, 2024 3% penalty charge

- II. Installments
 - a. first installment by October 2, 2024 First installment due
 - b. second installment by October 31, 2024 Second installment due

TOMPKINS COUNTY

- I. Pay in Full
 - a. through October 2, 2024 No charge
 - b. from October 3 to October 31, 2024 with 2% penalty chargeLast day to collect: October 31, 2024

- II. Installments
 - a. by October 2, 2024 5% installment fee (*first installment only*)
 - b. by March 3, 2025 No charge
 - c. March 3, 2025, and later 5% plus interest at 1% per month