

# SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Minutes  
High School Library

October 23, 2023  
6:00 pm

1.0 Call to Order at 6:04 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, Rachel McCarthy,  
Tim Pallokat, Heather Rejman, Kelsey Rossbach

**Board absent:** None

**Administrators present:** Patrick Jensen, Mike Naylor

**Others present:** Marcy Hand, Lori Knopp, Alan Ominky

Heather Rejman asked the Board of Education to consider moving the Executive Session from prior to Section 7.0 Personnel/Consent Items to the end of the meeting after Section 11.0 Visitor Recognition; Residents Wishing to Address the Board.

3.0 Approval of the Amended Agenda – executive session moved to the end of the meeting  
On a motion by Rachel McCarthy, seconded by Matt Bennett, the amended agenda was approved.

Motion carried: Yes – 7 No – 0

4.0 Questions from the audience regarding agenda items – None

5.0 Presentation: External Audit for the 2022/2023 school year – Randy Shepard of Bonadio & CO., LLP of Pittsford, NY reported their findings.

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 D.

Motion made by Rachel McCarthy, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

A. Minutes; Board of Education meeting October 10, 2023

B. CSE Recommendations; 2023/2024

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

C.1	1 (one) Touch Screen FM Receiver - broken, unable to repair
C.2	2 (two) Child Size Balance Balls with Chair Stands – broken wheels

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

D.1	Policy #5760 Qualifications of Bus Drivers; no revisions recommended
D.2	Policy #5761 Drug and Alcohol Testing for School Bus Drivers and Other Safety-Sensitive Employees; no revisions recommended
D.3	Policy #5770 Bus Accidents or Breakdowns; no revisions recommended
D.4	Policy #5551 Allocation of Title I, Part A Funds in the District; no revisions recommended
D.5	Policy #8260 Title I Parent and Family Engagement Plan; revisions recommended

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 H, for the 2023/24 school year or for the term as indicated.

On a motion by Rachel McCarthy, seconded by Matt Bennett

Motion carried: Yes – 6 No – 0 Abstain – 1 (Kelsey Rossbach)

A. Leave of Absence Request

A.1	<b>Katie Deming Addy</b> , Bus Attendant; for maternity purposes; from September 13, 2023 through November 8, 2023, to go unpaid from October 25, 2023 through November 8, 2023
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B. Amend Leave of Absence Request

B.1	<b>Michelle Jones</b> , Elementary Teacher, for maternity purposes; effective September 5, 2023 (amended date) through <b>October 29</b> , 2023 (amended date)
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C. Amend Change in Employment Status

C.1	<u>Elementary Teacher</u> : <b>Michelle Jones</b> , from a 1.0 FTE reduced to a .75 FTE, effective <b>October 30</b> , 2023 (amended date) through June 30, 2024
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D. Appointments 2023-2024

D.1	<u>Cleaner</u> : <b>Cassandra Krebs</b> , to a 1.0 FTE position as a Cleaner, with a 52-week probationary period, effective October 23, 2023 at a rate of \$15.00 per hour
D.2	<u>Administrative Internship</u> : <b>Elizabeth Tyrrell</b> , through SUNY Cortland from January 1, 2024 through August 31, 2024, with Luke Carnicelli and Michael Simons

E. Winter Sports Appointments 2023-2024

E.1	Varsity Girls Basketball Coach	<b>Ed Heslop</b>	\$6,801
E.2	Junior Varsity Girls Basketball Coach	<b>Colleen Lukas</b>	\$3,743
E.3	Girls Modified Basketball Coach	<b>Dennis Johnson</b>	\$2,793
E.4	Varsity Boys Basketball Coach <i>split stipend</i>	<b>Alex Fox</b>	\$2,266.50
E.5	Varsity Boys Basketball Coach <i>split stipend</i>	<b>Nicholas Dec</b>	\$2,266.50
E.6	Junior Varsity Boys Basketball Coach <i>split stipend</i>	<b>Collin Walter</b>	\$1,702
E.7	Junior Varsity Boys Basketball Coach <i>split stipend</i>	<b>Justin Walter</b>	\$1,702
E.8	Modified Boys Basketball Coach	<b>Colton Gregg</b>	\$2,793
E.9	Varsity Indoor Track Coach	<b>Steve Holden</b>	\$4,987

E.10	Modified Fitness Club	<b>Danielle Collier</b>	\$2,793
E.11	Varsity Boys Swim Coach	<b>Ian Murray</b>	\$4,533
E.12	Boys Modified Swim Coach	<b>Brett Jillson</b>	\$2,793
E.13	Substitute Modified Boys Basketball Coach	<b>Nicholas Dec</b>	\$50 per week, up to 3 weeks
E.14	Substitute Modified Boys Basketball Coach	<b>Alex Fox</b>	\$50 per week, up to 3 weeks
E.15	Substitute Modified Boys Basketball Coach	<b>Collin Walter</b>	\$50 per week, up to 3 weeks
E.16	Substitute Modified Boys Basketball Coach	<b>Justin Walter</b>	\$50 per week, up to 3 weeks
E.17	Basketball Coach	<b>Patrick Tyrrell</b>	Volunteer

F. Amend Appointment

F.1	Substitute <b>Account Clerk; Beverly Buisch</b> , effective June 28, 2023
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G. Special Assignment Summer Work 2024:

G.1	<b>Elizabeth Tyrrell</b> , 20 paid work days during summer 2024 at a per diem rate of 1/200 <sup>th</sup> of her salary
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H. Volunteers 2023-2024

H.1	Elementary Volunteer	<b>Michael Bradley</b>
H.2	Elementary Volunteer	<b>Christina Giocondo</b>
H.3	Elementary Volunteer	<b>Molly Osterhoudt</b>
H.4	Elementary Volunteer	<b>Kelsey Rossbach</b>
H.5	Elementary Volunteer	<b>Kate Scanlan</b>

8.0 Business Office Reports/Informational Items

A. External Audit

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby accepts the External Audit for the 2022/23 school year, as presented by Bonadio & CO., LLP of Pittsford, NY.

Motion made by Rachel McCarthy, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

9.0 Superintendent’s Report/Informational Items – No report.

10.0 Board of Education/Committees

A. Committees

A.1	<b>Athletics; Matt Bennett, Rachel McCarthy, Heather Rejman</b>
No report.	
A.2	<b>Audit; Tim Pallok, Heather Rejman, Kelsey Rossbach</b>
Met tonight prior to the Board of Education meeting.	
A.3	<b>Budget/Finance; Dave Harvatine, Janet Lehman, Tim Pallok</b>
No report.	
A.4	<b>Directions/Long-Range Education; Janet Lehman, Rachel McCarthy, Kelsey Rossbach</b>
Met on Thursday, October 19 <sup>th</sup> , meeting minutes were provided.	

	Will meet again on Thursday, November 9 <sup>th</sup> at 9 am in the District Office.
A.5	<b>Facilities; Matt Bennett, Dave Harvatine, Kelsey Rossbach</b>
	The Facilities Committee will meet on Thursday, November 2 <sup>nd</sup> at 9 am in the District Office
A.6	<b>Policy; Rachel McCarthy, Heather Rejman</b>
	Met on Wednesday, October 18 <sup>th</sup> , meeting minutes provided
A.7	<b>Safety/Wellness; Janet Lehman, Rachel McCarthy</b>
	Will meet on Wednesday, November 15 <sup>th</sup> at 4 pm in the District Office.
A.8	<b>Transportation; Matt Bennett, Tim Pallokat</b>
	No report.
A.9	<b>Cayuga Onondaga School Boards Association (COSBA); Dave Wiemann</b>
	Save the date information was shared regarding the May 23, 2023 COSBA awards and banquet ceremony at the Springside Inn, Auburn.

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

Executive Session

On a motion by Rachel McCarthy, seconded by Matt Bennett, the Board of Education entered executive session at 6:55 pm to discuss matters leading to the appointment of particular persons who have applied to fill positions needed within the District.

Motion carried: Yes – 7 No – 0

Return to Open Session

On a motion by Dave Harvatine, seconded by Rachel McCarthy, the Board of Education returned to open session at 7:15 pm.

Motion carried: Yes – 7 No – 0

12.0 Adjournment

On a motion by Dave Harvatine, seconded by Rachel McCarthy, the Board of Education meeting adjourned at 7:16 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,  
*Marcy Hand*, District Clerk