

# SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Minutes  
High School Library

September 25, 2023  
6:00 pm

1.0 Call to Order at 6:03 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 members absent:** none

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

**Others present:** Nynette Adams, Julia Dunsmoor, Marcy Hand, Mary Hemans, Robb Jetty, Lori Knopp, Melanie Pallokat, Beth VanDeValk

Kelsey Rossbach, Board President, asked the Board of Education to consider moving the Executive Session from prior to Section 6.0 Personnel/Consent Items to the end of the meeting or to add an additional Executive Session at the end of the meeting.

Rachel McCarthy made a motion to move the executive session to the end of the meeting, motion seconded by Matt Bennett.

Motion carried: Yes – 7 No – 0

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

Motion carried: Yes – 7 No – 0

4.0 Questions from the audience regarding agenda items – None

5.0 Presentation: Grant Updates – Superintendent Jensen shared information regarding the current grants the school district is receiving including ARP Homeless, Small, Rural School Achievement, Title 1A, Title 2A, Title 3, Title 4, UPK, UPK Expansion, CRRSA ESSER II Act, and ARP ESSER III Act.

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 C.

Motion made by Matt Bennett, seconded by Rachel McCarthy

Motion carried: Yes – 7 No – 0

A. Minutes; Board of Education meeting September 11, 2023

B. CSE Recommendations; 2023/2024

C. Amend Overnight Field Trip Request - Gerace Research Center, San Salvador, Bahamas: six (6) twelfth grade students to travel to San Salvador, Bahamas to conduct science research and data collection for the Gerace Research Center, Saturday, March 2<sup>nd</sup> through Saturday, March 9<sup>th</sup>, 2024; students will be accompanied by Caitlin Rejman

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

On a motion by Matt Bennett, seconded by Rachel McCarthy

Motion carried: Yes – 6 No – 0 Abstained – 1 (Janet Lehman)

A. Resignations

A.1	<b>Jeffery Weaver</b> , Cleaner, effective September 19, 2023
-----	---

B. Appointments 2023-2024

B.1	<u>Food Service Helper/School Monitor: Manda Allen</u> , to a position as a Food Service Helper/School Monitor, with a 52-week probationary period, effective September 26, 2023, at a rate of \$14.62 per hour.
B.2	<u>Point of Contact for Departments of Social Services/Foster Care with Southern Cayuga Central School District: Lindsay Herrling</u>
B.3	Substitute Bus Attendant: <b>Christopher Howe</b> , effective September 26, 2023
B.4	Substitute Teacher Aide: <b>Cassie Krebs</b> , effective September 26, 2023
B.5	<u>Amend Teaching Assistant: Yasmine Smith*</u> ; pending certification, to a four (4) year probationary appointment in the special subject tenure area of teaching assistant, to a four (4) year probationary appointment in the special subject tenure area of teaching assistant, effective October 2, 2023, to October 1, 2027; \$21,500, <b>pro-rated</b> . <i>*The expiration dates of the 4-year probationary appointment are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the employee must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teaching assistant receives an ineffective composite or overall rating in the final year of the probationary period, the teaching assistant shall not be eligible for tenure at that time.</i>

C. Co-Curricular Appointments 2023-2024

C.1	ELL Tutor	<b>Michele Shaw</b>	\$ per contract
C.2	Tutor	<b>Sarah Allen</b>	\$ per contract
C.3	Tutor	<b>Renee Barone</b>	\$ per contract
C.4	Tutor	<b>Kim Hutchings</b>	\$ per contract
C.5	Tutor	<b>Jeanette Owens</b>	\$ per contract

D. Summer Curriculum Work 2023-2024:

D.1	Reading League Training	Stacey Gavurnik	\$150
D.2	Reading League Training	Rhonda Hayden	\$150

E. Volunteers 2023-2024

E.1	Elementary Volunteer	Megan Bradley
E.2	Elementary Volunteer	Ashley Dimon
E.3	Elementary Volunteer	Melissa Jordan
E.4	Elementary Volunteer	Lori Knopp
E.5	Elementary Volunteer	Teressa Naylor
E.6	Elementary Volunteer	Christine Osterhoudt
E.7	Elementary Volunteer	Janet Reohr
E.8	Elementary Volunteer	Hannah Richter
E.9	Elementary Volunteer	Peggy Tabone

7.0 Business Office Reports/Informational Items – None

8.0 Superintendent’s Report/Informational Items – None

9.0 Board of Education/Committees

A. Committees

A.1	<b><i>Athletics;</i></b> Matt Bennett, Rachel McCarthy, Heather Rejman Met on Monday, September 25 <sup>th</sup> , meeting minutes will be provided. Matt Bennett shared they reviewed sports enrollment numbers and a new sports registration platform.
A.2	<b><i>Audit;</i></b> Tim Pallokat, Heather Rejman, Kelsey Rossbach Will meet on Tuesday, October 10 <sup>th</sup> at 5:15pm in the District Office.
A.3	<b><i>Budget/Finance;</i></b> Dave Harvatine, Janet Lehman, Tim Pallokat Will meet after the audit is complete.
A.4	<b><i>Directions/Long-Range Education;</i></b> Janet Lehman, Rachel McCarthy, Kelsey Rossbach Will meet on Thursday, September 28 <sup>th</sup> at 9 am in the District Office.
A.5	<b><i>Facilities;</i></b> Matt Bennett, Dave Harvatine, Kelsey Rossbach Met on Thursday, September 7 <sup>th</sup> , meeting minutes provided. Superintendent Jensen shared he & Assistant Superintendent Van Horn met with Bellows Construction & RSA staff to review the Capital Outlay Project. The Facilities Committee will meet again on Thursday, November 2 <sup>nd</sup> at 9 am in the District Office.
A.6	<b><i>Policy;</i></b> Rachel McCarthy, Heather Rejman Will meet on Monday, October 23 <sup>rd</sup> at 5 pm in the District Office.
A.7	<b><i>Safety/Wellness;</i></b> Janet Lehman, Rachel McCarthy Will meet in November.
A.8	<b><i>Transportation;</i></b> Matt Bennett, Tim Pallokat No report.
A.9	<b><i>Cayuga Onondaga School Boards Association (COSBA);</i></b> Dave Wiemann No report.

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

Executive Session

On a motion by Matt Bennett, seconded by Rachel McCarthy, the Board of Education entered executive session at 6:33 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 Matt Bennett, seconded by Dave Harvatine, the Board of Education returned to open session at 7:20 pm.

Motion carried: Yes – 7 No – 0

11.0 Adjournment

On a motion by Dave Harvatine, seconded by Rachel McCarthy, the Board of Education meeting adjourned at 7:25 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,  
*Marcy Hand*, District Clerk