

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION- REGULAR MEETING, JANUARY 10, 2018**

TRUSTEES PRESENT: Todd Dack, Kelly Davis, Erin Gardner, Randy Jerome, James Juczak, Pamela Thomas, Justin VanCoughnett

TRUSTEES ABSENT: None

ALSO PRESENT: Mary Beth Denny, Superintendent of Schools
Scott Slater, Assistant Superintendent for Programs
Cora Harvey, School Business Administrator
Michelle L. Jaques, District Clerk

OTHERS PRESENT: Dave Hatchell, Director of Facilities
Cindy Overton, School Lunch Manager
Brian Hallett, Art Teacher

CALL TO ORDER

President Dack called the regular meeting of the South Jefferson Central School District Board of Education to order at 6:05 p.m. in the Board of Education Room in the Wilson Elementary School and led the Board of Education and visitors in the Pledge of Allegiance.

APPROVAL OF AGENDA

A motion was made by Trustee Davis and seconded by Trustee Jerome to approve the agenda as amended.

Yes 7 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee Gardner and seconded by Trustee Thomas to approve the Board of Education minutes of the regular meeting held on December 20, 2017.

Yes 7 No 0 Motion: Carried

PUBLIC FORUM

No comments.

SUPERVISORS' BUDGET CONSIDERATIONS

Dave Hatchell provided detailed information regarding the Buildings and Grounds Department. Included in the information were building highlights and accomplishments, considerations for the upcoming school year, and equipment desired for the upcoming school year. Discussion followed. Cindy Overton provided detailed information regarding school lunch program. Included in the information were highlights and accomplishments, considerations for the upcoming school year, and equipment desired for the upcoming school year. Discussion followed.

DEPARTURES

Dave Hatchell and Cindy Overton departed the meeting at 6:49 p.m.

OVERNIGHT TRIP REQUEST APPROVAL

An overnight trip request from the Varsity Wrestling Team to travel to Sullivan Community College, Loch Sheldrake, NY on January 11-13, 2018, to compete in the Eastern States Classics was included in the Board packet and reviewed by the Board. Discussion followed.

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas and seconded by Trustee Gardner to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the overnight trip request from the Varsity Wrestling Team as presented to the Board and at no cost to the district.

Yes 7 No 0 Motion: Carried

CSE/CPSE RECOMMENDATIONS APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Davis and seconded by Trustee Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby agree to provide the arrangement of services as included in the Individual Education Plans and/or evaluation summary as recommended by the Committee on Special Education or Committee on Preschool Education for students #17204, 12666, 13025, 12745, 17217, 15923, 16831, 15989, 17406, 17314, 17407, 15554, 16285, 16041, 16372, 17358, 17332, 16083, 17222, 13102, 17449, 17403, 17340, 14474, 16633, 17176, 17398, and 16800.

Yes 7 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

Superintendent Denny provided information regarding the Jeff-Lewis School Boards Association Legislative Breakfast, scholarships, open gyms, and current events and activities. Discussion followed.

LEAVE OF ABSENCE EXTENSION

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Davis and seconded by Trustee Gardner to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the unpaid leave of absence extension request from Lillian Stinson from her position as Aide effective December 1, 2017, and extending through January 17, 2018.

Yes 7 No 0 Motion: Carried

APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas and seconded by Trustee Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the instructional substitute list for the 2017-2018 school year as presented to the Board and as follows and in accordance with the fingerprinting and background clearance requirements:

APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM (Continued)

Jessica Goutremout (uncertified)BS, Social Work (5/18)
Rachel Rudd (uncertified)BA, Political Science/BA, International Studies (5/19)
Cory Pierce (uncertified).....AAS, Aircraft Maintenance
Kimberly Ramus (uncertified) BS, Community & Human Services

Yes 7 No 0 Motion: Carried

APPOINTMENTS- SUPPORT STAFF SUBSTITUTE ADDENDUM

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the support staff substitute list for the 2017-2018 school year as presented to the Board and as follows and in accordance with the fingerprinting and background clearance requirements:

Jodi Burdick..... school monitor
Jessica Goutremout school monitor
Cory Pierce..... school monitor

Yes 7 No 0 Motion: Carried

TREASURER’S REPORT (12/17) APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas and seconded by Trustee Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the following Treasurer’s Report for December 2017:

	<u>Ending Balance</u>
GENERAL FUND	
Checking	\$776,781.56
Watertown Savings Bank	61,406.05
Chase Checking	2,124,057.43
FOOD SERVICES FUND	
Checking	92,191.61
CAPITAL FUND	
Savings	16,750.41
TRUST & AGENCY	
Checking	233,157.72
Payroll Checking	0.00

TREASURER'S REPORT (12/17) APPROVAL (Continued)

GROUP BENEFITS

Health Checking	1,775,061.59
Health Catalyst	0.00
Dental Checking	58,833.44
Dental Catalyst	0.00
Flex Spending WSB	137,533.42

OTHER ACCOUNTS

Tax Collector- Chase	0.00
Extra-Classroom	184,090.03

Yes 7 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of December 2017 was included in the Board packet and reviewed by the Board.

BUDGET REPORT APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Gardner and seconded by Trustee Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the budget report for December 2017.

Yes 7 No 0 Motion: Carried

REVENUE REPORT INFORMATION

The revenue report for the month of December 2017 was included in the Board packet and reviewed by the Board.

HEALTH INSURANCE (12/17) REPORT APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Gardner and seconded by Trustee Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the Health Insurance Report dated December 2017.

Yes 7 No 0 Motion: Carried

PROJECT BOND RESOLUTION APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas and seconded by Trustee Davis to adopt the following resolution:

Whereas, the qualified voters of the South Jefferson Central School District, (the "District"), Jefferson, Lewis and Oswego Counties, New York, at a special district meeting duly called and held in the District on May 16, 2017, did vote and adopt propositions authorizing (i) alterations and improvements to the General Bruce C. Clarke Junior/Senior High School, including a new Stadium, press box and game field, (ii) alteration and improvements to

PROJECT BOND RESOLUTION APPROVAL (Continued)

Mannsville Manor Elementary School, Maynard P. Wilson Elementary School, Adams Center Bus Garage and Mannsville Bus Garage, and (iii) installation of a turf field at the new Junior/Senior High School Stadium, all to include related site improvements, original furnishings, fixtures and equipment, machinery and apparatus, architectural fees, and all other necessary costs incidental to such work (together, the "Project") and to expend therefore a total sum not to exceed \$8,575,000, which is estimated to be the total maximum cost thereof, and to pay for the costs of the Project, to the extent necessary, the levy of a tax which is hereby voted for the Project in the amount of \$8,575,000, subject to the applicable amount of State Building Aid available, which shall be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education and in anticipation of the collection of such tax, bonds and notes of the District are hereby authorized to be issued at one time, or from time to time, in the principal amount not to exceed \$8,575,000, and a tax is hereby voted to pay the interest on said obligations when due.

Whereas, on March 22, 2017 the Board of Education adopted a resolution determining that the Project is an Unlisted Action as defined under SEQRA.

NOW, THEREFORE BE IT RESOLVED, ON JANUARY 10, 2018 BY THE BOARD OF EDUCATION OF THE DISTRICT, (BY FAVORABLE VOTE OF NOT LESS THAN TWO THIRDS OF ALL THE MEMBERS OF SAID BOARD OF EDUCATION) AS FOLLOWS:

Section 1. Subject to the provisions of Section 3 hereof, the District is hereby authorized to accomplish the Project and purchase such furnishings, equipment, machinery and apparatus as may be required for the purposes for which the Project is to be used and to expend therefor an amount, including preliminary costs and costs incidental thereto and to financing thereof, not to exceed the estimated maximum cost of \$8,575,000; and the said amount is hereby appropriated therefor. The estimated total cost of said specific object or purpose, including preliminary costs and costs incidental thereto and the financing thereof, is \$8,575,000 and the plan of financing includes, to the extent necessary, the levy of a tax which is hereby voted for the Project in the amount of \$8,575,000 and the issuance of serial bonds in the aggregate principal amount not to exceed \$8,575,000 and the levy and collection of taxes on all the taxable real property in the District in the amount of \$8,575,000 to pay the principal of said bonds and the interest thereon as the same shall become due and payable, subject to applicable amounts of state assistance available or to any revenues available for such purpose from any other source. It is hereby determined that the requirements of SEQRA have been met.

Section 2. Bonds and bond anticipation notes of the District are hereby authorized to be issued pursuant to the provisions of the Local Finance Law of the State of New York (the "Local Finance Law"), in a principal amount not to exceed \$8,575,000 to finance said appropriation for the Project.

Section 3. The following additional matters are hereby determined and declared:

(a) Under the Local Finance Law, the period of probable usefulness of the Project is thirty (30) years pursuant to Section 11 of the Local Finance Law;

PROJECT BOND RESOLUTION APPROVAL (Continued)

(b) Current funds are not required by the Local Finance Law to be provided prior to the issuance of the bonds and any notes issued in anticipation thereof authorized by this resolution; and

(c) The proposed maturity of the bonds authorized by this resolution will exceed five (5) years.

Section 4. The temporary use of available funds of the District, not immediately required for the purpose or purposes for which the same were raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes described in Section 1 of this resolution. The reasonably expected source of funds to be used to initially pay for the expenditures authorized by Section 1 of this resolution shall be from the District's General Fund. It is intended that the District shall then reimburse expenditures from the General Fund with the proceeds of the bonds and bond anticipation notes authorized by this resolution and that the interest payable on the bonds and any bond anticipation notes issued in anticipation of such bonds shall be excludable from gross income for federal income tax purposes. This resolution is intended to constitute the declaration of the District's "official intent" within the meaning of Treasury Regulation Section 1.150-2 to reimburse the expenditures authorized by this resolution with the proceeds of the bonds and bond anticipation notes authorized herein. Other than as specified in this resolution, no monies are reasonably expected to be, received, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the objects or purposes described herein.

Section 5. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation thereof shall contain the recital of validity as prescribed by Section 52.00 of the Local Finance Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District without limitation of rate or amount. The bonds may be issued such that annual principal and interest payments will be substantially similar or declining as provided by law. The full faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds and provision shall be made annually in the budget of the District of appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 6. The validity of the bonds authorized by this resolution and of any notes issued in anticipation of the sale of said bonds may be contested only if:

(a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such 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

(c) such obligations are authorized in violation of the provisions of the constitution.

PROJECT BOND RESOLUTION APPROVAL (Continued)

Section 7. The power to issue and sell the bonds and any notes issued in anticipation thereof, including all powers or duties pertaining or incidental thereto, is hereby delegated to the President of the Board of Education, as Chief Fiscal Officer, except as herein provided. The bonds shall be of such terms, form and contents as may be determined by the Chief Fiscal Officer, pursuant to the Local Finance Law. The Chief Fiscal Officer is authorized to execute and deliver any documents and to take such other action as may be necessary and proper to carry out the intent and provisions hereof.

Section 8. Trespasz & Marquardt, LLP is appointed bond counsel to the District for the obligations authorized by this resolution Project.

Section 9. This resolution shall take effect immediately. The District Clerk is hereby authorized and directed to publish a summary of the foregoing resolution, together with a Notice in substantially the form prescribed by Section 81.00 of the Local Finance Law in the newspapers having general circulation in the District and designated the official newspapers of District for such publication.

One motion duly made by Trustee Thomas and seconded by Trustee Davis, the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Todd Dack, President	Voting	<u>Yes</u>
Pamela Thomas, Vice President	Voting	<u>Yes</u>
Kelly Davis	Voting	<u>Yes</u>
Erin Gardner	Voting	<u>Yes</u>
Randy Jerome	Voting	<u>Yes</u>
James Juczak	Voting	<u>Yes</u>
Justin VanCoughnett	Voting	<u>Yes</u>

The resolution was declared adopted.

BUS BOND RESOLUTION APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Davis and seconded by Trustee Gardner to adopt the following resolution:

WHEREAS, the qualified voters of the South Jefferson Central School District (the “District”), at a special meeting duly called and held in the district on May 16, 2017, did vote and adopt a Proposition authorizing among other things, the purchase and finance school buses, at a cost of not to exceed \$685,000, the expenditure of monies in that amount, the levy of a tax in installments upon all the taxable real property of the District to the extent necessary for such purposes and, in anticipation of such tax, the issuance of bonds and bond anticipation notes in the principal amount not to exceed \$685,000, and the levy of a tax to pay the interest on said obligations; and

WHEREAS, the Board of Education of the District now desires to authorize (i) the purchase of the school buses, including furnishings, equipment, machinery and apparatus required for such purpose and all necessary costs incidental thereto, at a total estimated cost of not to exceed \$685,000, (ii) the expenditure of monies therefore, (iii) the levy of a tax in installments upon all the taxable real property of the District to the extent necessary for such purposes, (iv)

BUS BOND RESOLUTION APPROVAL (Continued)

the issuance of bonds and bond anticipation notes in the principal amount not to exceed \$685,000, and (v) the levy of a tax to pay the principal and interest on said obligations; and

WHEREAS, the South Jefferson Central School District (the "District"), as a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, et seq., and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), having reviewed the impact of the acquisition of replacement school buses upon the environment, determined that such action constitutes a "Type II Action" under the Regulations and is not subject to review under SEQRA; and

NOW, THEREFORE BE IT RESOLVED, ON JUNE 17, 2017, BY THE BOARD OF EDUCATION OF THE DISTRICT, (by favorable vote of not less than two thirds of all the members of said Board of Education) AS FOLLOWS:

Section 1. Subject to the provisions of Section 3 hereof, the District is hereby authorized to purchase the School Buses and such furnishings, equipment, machinery and apparatus as may be required therefor and to expend an amount, including preliminary costs and costs incidental thereto and to the financing thereof, not to exceed the estimated total maximum cost of \$685,000; and said amount is hereby appropriated therefor. The estimated total cost of said specific objects or purposes, including preliminary costs and costs incidental thereto and the financing thereof, is \$685,000 and the plan of financing includes the issuance of serial bonds or bond anticipation notes in the aggregate principal amount not to exceed \$685,000 to finance said appropriations and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said bonds or notes and the interest thereon as the same shall become due and payable, subject to applicable amounts of state assistance available or to any revenues available for such purpose from any other source.

Section 2. Bonds and bond anticipation notes of the District are hereby authorized to be issued pursuant to the provisions of the Local Finance Law of the State of New York (the "Local Finance Law"), in a principal amount not to exceed \$685,000 to finance said appropriations for the acquisition, purchase and equipping of the School Buses.

Section 3. The following additional matters are hereby determined and declared with regard to the School Buses:

(a) Under the Local Finance Law, the period of probable usefulness of the School Buses is five (5) years;

(b) Current funds are not required by the Local Finance Law to be provided prior to the issuance of the bonds and any notes issued in anticipation thereof authorized by this resolution; and

(c) The proposed maturity of the bonds authorized by this resolution will not exceed five (5) years.

Section 4. The temporary use of available funds of the District, not immediately required for the purpose or purposes for which the same were raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes

BUS BOND RESOLUTION APPROVAL (Continued)

described in Section 1 of this resolution. The reasonably expected source of funds to be used to initially pay for the expenditures authorized by Section 1 of this resolution shall be from the District's General Fund. It is intended that the District shall then reimburse expenditures from the General Fund with the proceeds of the bonds and bond anticipation notes authorized by this resolution and that the interest payable on the bonds and any bond anticipation notes issued in anticipation of such bonds shall be excludable from gross income for federal income tax purposes. This resolution is intended to constitute the declaration of the District's "official intent" within the meaning of Treasury Regulation Section 1.150-2 to reimburse the expenditures authorized by this resolution with the proceeds of the bonds and bond anticipation notes authorized herein. Other than as specified in this resolution, no monies are reasonably expected to be, received, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the objects or purposes described herein.

Section 5. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation thereof shall contain the recital of validity as prescribed by Section 52.00 of the Local Finance Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District without limitation of rate or amount. The full faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds and provision shall be made annually in the budget of the District of appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year. The bonds may be issued such that annual installments of principal and interest are substantially level, as provided by law.

Section 6. The validity of the bonds authorized by this resolution and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) Such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or
- (b) The provisions of law which should be complied with at the date of the publication of such 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
- (c) Such obligations are authorized in violation of the provisions of the constitution.

Section 7. The power to issue and sell the bonds and any notes issued in anticipation thereof, including all powers or duties pertaining or incidental thereto, is hereby delegated to the President of the Board of Education, as Chief Fiscal Officer, except as herein provided. The bonds shall be of such terms, form and contents as may be determined by the Chief Fiscal Officer, pursuant to the Local Finance Law. The Chief Fiscal Officer is authorized to execute and deliver any documents and to take such other action as may be necessary and proper to carry out the intent and provisions hereof.

BUS BOND RESOLUTION APPROVAL (Continued)

Section 8. Trespasz & Marquardt, LLP is appointed bond counsel to the District for debt issued in connection with the acquisition of the School Buses.

Section 9. This resolution shall take effect immediately. The District Clerk is hereby authorized and directed to publish a summary of the foregoing resolution, together with a Notice in substantially the form prescribed by Section 81.00 of the Local Finance Law (and attached hereto) in the newspapers having general circulation in the District and designated the official newspapers of District for such publication.

One motion duly made by Trustee Davis and seconded by Trustee Gardner, the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Todd Dack, President	Voting	<u>Yes</u>
Pamela Thomas, Vice President	Voting	<u>Yes</u>
Kelly Davis	Voting	<u>Yes</u>
Erin Gardner	Voting	<u>Yes</u>
Randy Jerome	Voting	<u>Yes</u>
James Juczak	Voting	<u>Yes</u>
Justin VanCoughnett	Voting	<u>Yes</u>

The resolution was declared adopted and shall take effect immediately.

DEPARTURE

Brian Hallett departed the meeting at 7:18 p.m.

EXECUTIVE SESSION

A motion was made by Trustee Thomas and seconded by Trustee Davis to enter into Executive Session for the purpose discussing personnel.

Yes 7 No 0 Motion: Carried Time: 7:19 p.m.

DEPARTURES

Assistant Superintendent Slater, School Business Administrator Harvey, and District Clerk Jaques departed the meeting at 7:26 p.m. during Executive Session.

EXECUTIVE SESSION (Continued)

A motion was made by Trustee Gardner and seconded by Trustee VanCoughnett to exit Executive Session.

Yes 7 No 0 Motion: Carried Time: 7:47 p.m.

EMPLOYMENT AGREEMENT AMENDMENT APPROVAL

A motion was made by Trustee Thomas and seconded by Trustee Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the amendment to the employment agreement between the Board of Education and the Superintendent of Schools as presented.

EMPLOYMENT AGREEMENT AMENDMENT APPROVAL (Continued)

Yes 7 No 0 Motion: Carried

ADJOURNMENT

A motion was made by Trustee Thomas and seconded by Trustee Gardner to adjourn the meeting.

Yes 7 No 0 Motion: Carried Time: 7:48 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk