

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION- REGULAR MEETING, MARCH 7, 2018**

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

TRUSTEES ABSENT: Erin Gardner

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: Connie Bast, Music Teacher
Oklahoma! Cast: Laura Fowler, Abigail Hulbert, Mikayla Matteson,
Hannah McNamara, Tyler Tamblin, Kaley Wagner, Madelyn
Wischerath, Holly Young
Tom Czyz, Armoured One

CALL TO ORDER

President Dack called the regular meeting of the South Jefferson Central School District Board of Education to order at 6:04 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 Thomas to approve the agenda as amended.

Yes 6 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee Thomas and seconded by Trustee Davis to approve the Board of Education minutes of the regular meeting held on February 14, 2018.

Yes 6 No 0 Motion: Carried

PUBLIC FORUM

No comments.

HIGH SCHOOL MUSICAL PRESENTATION

Cast members from the Spring High School Musical *Oklahoma!* performed a song and provided information about the show. Show times are scheduled for March 16 at 7:00 pm and March 17 at 2 p.m. and 7:00 p.m. in the High School Auditorium. The Board of Education thanked the students for presentation and wished them well on their performances.

DEPARTURES

Connie Bast, Laura Fowler, Abigail Hulbert, Mikayla Matteson, Hannah McNamara, Tyler Tamblin, Kaley Wagner, Madelyn Wischerath, and Holly Young departed the meeting at 6:10 p.m.

SAFETY INFORMATION

Superintendent Denny provided detailed information regarding school safety and different actions that the district is taking as precautionary measures. Discussion followed.

SMART SCHOOLS BOND PHASE 2 ACCEPTANCE

Information regarding Phase 2 of the Smart Schools Bond Initiative was presented. Discussion followed. It was the consensus of the Board to accept Phase 2 of the Smart Schools Bond Initiative as presented.

1ST DRAFT OF 2018-2019 BUDGET

School Business Administrator Harvey provided a first draft of the 2018-2019 budget. Information included guiding priorities, revenues, and expenditures. Discussion followed.

LEGAL NOTICE APPROVAL

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby authorize the district clerk to publish a legal notice announcing the budget proposition, bus proposition, library proposition, and Board member election as presented to the Board and announcing the public hearing to be held on Monday, May 7, 2018, at 6:00 p.m. and the district vote on Tuesday, May 15, 2018, between the hours of 12:00 p.m. and 9:00 p.m.

Yes 6 No 0 Motion: Carried

CSE/CPSE RECOMMENDATIONS APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Jerome and seconded by Trustee VanCoughnett 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 #17372, 12877, 15775, 16072, 16372, 16048, 15768, 17371, 14131, and 16409.

Yes 6 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

Odyssey of the Mind competition results, Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES Capital Project details, and the BOCES Annual Dinner Meeting invitation were included in the Board packet and reviewed by the Board. Superintendent Denny provided information regarding the rescheduled upcoming Retiree Breakfast Meeting and other upcoming events. She also provided an update regarding the replacement of the school physician. Discussion followed.

RESIGNATION- TWO-RUN BUS DRIVER

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:

RESIGNATION- TWO-RUN BUS DRIVER (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the resignation request from Peter Chartrand from his position as Two-Run Bus Driver effective March 10, 2018.

Yes 6 No 0 Motion: Carried

RESIGNATION- AIDE

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 accept the resignation request from Elizabeth Cleveland from her position as Aide effective March 24, 2018.

Yes 6 No 0 Motion: Carried

RESIGNATION- AIDE

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 accept the resignation request from Megan Hopper from her position as Aide effective January 23, 2018.

Yes 6 No 0 Motion: Carried

RESIGNATION- AIDE

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 accept the resignation request from Elizabeth MacIlvennie Comins from her position as Aide effective March 3, 2018.

Yes 6 No 0 Motion: Carried

APPOINTMENT- SCHOOL BUSINESS ADMINISTRATOR

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Cora Harvey to the four-year probationary appointment of School Business Administrator effective February 17, 2018, with an annual salary of \$87,000 prorated.

Yes 6 No 0 Motion: Carried

APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM

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

APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM (Continued)

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:

Elizabeth MacIvennie Comins (uncertified)..... AAS, Insurance Accounting
Ashley Hodge (uncertified)..... BS, Biology

Yes 6 No 0 Motion: Carried

APPOINTMENTS- SUPPORT STAFF SUBSTITUTE ADDENDUM

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 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:

Amanda Moulton..... school monitor
Terre Casion..... school monitor
Peter Chartrand..... bus driver
Elizabeth MacIvennie Comins..... school monitor
Marion Hess..... school monitor
Megan Hopper..... school monitor
Vicky Lent..... school monitor

Yes 6 No 0 Motion: Carried

TREASURER’S REPORT (1/18) 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 January 2018:

	<u>Ending Balance</u>
GENERAL FUND	
Checking	\$1,306,731.95
Watertown Savings Bank	93,004.69
Chase Checking	3,489,818.74
FOOD SERVICES FUND	
Checking	123,144.33
CAPITAL FUND	
Savings	16,752.54

TREASURER’S REPORT (1/18) APPROVAL (Continued)

TRUST & AGENCY	
Checking	234,162.75
Payroll Checking	491,353.94
GROUP BENEFITS	
Health Checking	1,795,092.31
Health Catalyst	0.00
Dental Checking	61,559.40
Dental Catalyst	0.00
Flex Spending WSB	121,123.55
OTHER ACCOUNTS	
Tax Collector- Chase	0.00
Extra-Classroom	163,988.53

Yes 6 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of January 2018 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 Davis and seconded by Trustee Thomas 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 January 2018.

Yes 6 No 0 Motion: Carried

REVENUE REPORT INFORMATION

The revenue report for the month of January 2018 was included in the Board packet and reviewed by the Board.

HEALTH INSURANCE (1/18) REPORT 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 approve the Health Insurance Report dated January 2018.

Yes 6 No 0 Motion: Carried

NY CLASS 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:

NY CLASS APPROVAL (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve participation with NY CLASS investment program as presented.

Yes 6 No 0 Motion: Carried

CONSTRUCTION MANAGEMENT SERVICES 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 approve the retention of Watchdog Building Partners to proceed with the 2017 Capital Project as presented.

Yes 6 No 0 Motion: Carried

AUTHORIZE EXECUTION OF MVP & PRO ACT CONTRACTS

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby authorize the execution of the MVP and Pro Act contracts as presented.

Yes 6 No 0 Motion: Carried

ENTRANCE

Tom Czyz entered the meeting at 7:23 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 and confidential school safety plans and to invite Tom Czyz into the session.

Yes 6 No 0 Motion: Carried Time: 7:24 p.m.

DEPARTURE

Tom Czyz departed the meeting at 9:25 p.m. during Executive Session.

EXECUTIVE SESSION (Continued)

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

Yes 6 No 0 Motion: Carried Time: 10:14 p.m.

ADJOURNMENT

A motion was made by Trustee VanCoughnett and seconded by Trustee Juczak to adjourn the meeting.

Yes 6 No 0 Motion: Carried Time: 10:15 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk