

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION- REGULAR MEETING, MARCH 21, 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: Sarah Morris, Music Teacher/SJTA President (at 6:12 p.m.)
Sue Berry, FFA Alumni Member
Liz Bush, Bowers & Company, CPAs, LLPC

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 Thomas and seconded by Trustee Davis to approve the agenda as amended.

Yes 7 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee Jerome and seconded by Trustee Gardner to approve the Board of Education minutes of the regular meeting held on March 7, 2018.

Yes 7 No 0 Motion: Carried

PUBLIC FORUM

Sue Berry presented a check in the amount of \$1,524.00 for students to attend Camp Oswegatchie on behalf of the South Jeff FFA Alumni. Superintendent Denny thanked the FFA Alumni for their support and dedication to the district.

DEPARTURE

Sue Berry departed the meeting at 6:05 p.m.

INTERNAL AUDIT REPORT PRESENTATION & APPROVAL

Liz Bush reviewed with the Board the Internal Audit Report findings and risk assessment information for the 2017-2018 school year which was included in the Board packet. Discussion followed.

INTERNAL AUDIT REPORT PRESENTATION & APPROVAL (Continued)

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 accept the risk assessment summary resulting from the Internal Audit performed by Bowers & Company, CPAs, LLPC for year ended June 30, 2018, as presented to the Board.

Yes 7 No 0 Motion: Carried

ENTRANCE & DEPARTURE

Sarah Morris entered the meeting at 6:12 p.m. during the above presentation. Liz Bush departed the meeting at 6:15 p.m.

2ND DRAFT OF 2018-2019 BUDGET

School Business Administrator Harvey provided a second draft of the 2018-2019 budget. A PowerPoint presentation was viewed. Information included budget phases, effectiveness, fiscal efficiency, guiding priorities, district priorities, revenues, and expenditures. Discussion followed.

2018-2019 CALENDAR APPROVAL

The final draft of the 2018-2019 school calendar 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 Gardner 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 adopt the 187-day calendar for the 2018-2019 school year as presented to the Board.

Yes 7 No 0 Motion: Carried

POLICY CHANGE APPROVAL

A copy of the updated *Acceptable Use of Technology for Students* policy 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 Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the change in the *Acceptable Use of Technology for Students* Policy as presented to the Board and by doing so, adopt it as new policy.

Yes 7 No 0 Motion: Carried

2018-2019 COMBINING WRESTLING APPROVAL

Information regarding combining the Sandy Creek Wrestling team with the South Jefferson team for the 2018-2019 season was included in the Board packet and reviewed by the Board. Discussion followed.

2018-2019 COMBINING WRESTLING APPROVAL (Continued)

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Gardner 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 combining the Sandy Creek Wrestling team with the South Jefferson team for the 2018-2019 season at no additional cost from the District's school budget.

Yes 7 No 0 Motion: Carried

CSE/CPSE RECOMMENDATIONS 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 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 #16833, 14602, 16706, 17434, 17444, 17347, 12877, 14841, 17164, 17245, 17450, 17393, 17048, and 14692.

Yes 7 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

Superintendent Denny provided information regarding the sudden passing of a local BOCES attorney, the Retiree Breakfast Meeting, *Oklahoma!*, the walkout on March 14, safety and security, the March 30 Professional Development Day, and upcoming events. Discussion followed.

APPOINTMENT- TWO-RUN BUS DRIVER

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 appoint Jody Riordan to the position of Two-Run Bus Driver with a salary of \$15.74 per hour effective March 26, 2018.

Yes 7 No 0 Motion: Carried

APPOINTMENT- ONE-RUN BUS DRIVER

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 appoint Sabrina Reed to the position of One-Run Bus Driver with a salary of \$15.74 per hour effective March 26, 2018.

Yes 7 No 0 Motion: Carried

APPOINTMENT- CLEANER

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:

APPOINTMENT- CLEANER (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Roseanne Summers to the position of 8 hour per day Cleaner from 4 hour per day Cleaner with a salary of \$10.40 per hour effective March 26, 2018.

Yes 7 No 0 Motion: Carried

APPOINTMENT- INSTRUCTIONAL SUBSTITUTE ADDENDUM

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Jerome 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 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:

Nancy Murphy (certified) Speech & Hearing Handicapped

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 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 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:

Johnna Perry bus monitor
Jonathan Garcia school monitor
Kimberly Ramus school monitor

Yes 7 No 0 Motion: Carried

TREASURER’S REPORT (2/18) 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 February 2018:

	<u>Ending Balance</u>
GENERAL FUND	
Checking	\$943,881.87
Watertown Savings Bank	108,132.21
Chase Checking	4,143,464.52
FOOD SERVICES FUND	
Checking	121,348.24

TREASURER'S REPORT (2/18) APPROVAL (Continued)

CAPITAL FUND	
Savings	16,754.46
TRUST & AGENCY	
Checking	234,571.74
Payroll Checking	0.00
GROUP BENEFITS	
Health Checking	1,786,880.62
Health Catalyst	0.00
Dental Checking	71,986.22
Dental Catalyst	0.00
Flex Spending WSB	109,389.89
OTHER ACCOUNTS	
Tax Collector- Chase	0.00
Extra-Classroom	147,918.60

Yes 7 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of February 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 Gardner 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 February 2018.

Yes 7 No 0 Motion: Carried

REVENUE REPORT INFORMATION

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

HEALTH INSURANCE (2/18) RECAP 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 Health Insurance Report dated February 2018.

Yes 7 No 0 Motion: Carried

RESOLUTION FOR BOCES 2018-2019 SERVICES 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 services from the Madison-Oneida BOCES for the 2018-2019 school year.

Yes 7 No 0 Motion: Carried

RESOLUTION FOR BOCES 2018-2019 SERVICES 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 services from the Mohawk Regional Information Center (MORIC) for the 2018-2019 school year.

Yes 7 No 0 Motion: Carried

HEALTH SERVICES FOR PAROCHIAL STUDENTS (WATERTOWN) 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 health services contract with the Watertown City School District for South Jefferson residents attending parochial schools for the 2017-2018 school year.

Yes 7 No 0 Motion: Carried

BOOSTER CLUB GIFT APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Jerome 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 with appreciation the donation of \$9,000.00 from the South Jefferson Booster Club to be used for athletic uniforms.

Yes 7 No 0 Motion: Carried

FFA GIFT APPROVAL

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:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept with appreciation the gift of \$1,524.00 from the South Jeff FFA Alumni for students to attend Camp Oswegatchie.

Yes 7 No 0 Motion: Carried

BID AWARD APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Gardner 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 award the lowest responsible sealed bid to SC Spencer Electric for electrical work for the capital outlay project as presented to the Board.

Yes 7 No 0 Motion: Carried

DEPARTURE

Sarah Morris departed the meeting at 7:34 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 litigation.

Yes 7 No 0 Motion: Carried Time: 7:35 p.m.

A motion was made by Trustee Thomas and seconded by Trustee Davis to exit Executive Session.

Yes 7 No 0 Motion: Carried Time: 7:52 p.m.

ADJOURNMENT

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

Yes 7 No 0 Motion: Carried Time: 7:53 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk