

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION- REGULAR MEETING, APRIL 18, 2018**

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

TRUSTEES ABSENT: Randy Jerome

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

PUBLIC HEARING FOR SMART SCHOOL BOND ACT

A public hearing regarding the Smart Schools Investment Plan was held prior to the start of the Board meeting.

CALL TO ORDER

President Dack called the regular meeting of the South Jefferson Central School District Board of Education to order at 6:03 p.m. in the Board of Education Room in the Wilson Elementary School and led the Board of Education in the Pledge of Allegiance.

APPROVAL OF AGENDA

A motion was made by Trustee Gardner and seconded by Trustee Davis to approve the agenda.

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 April 4, 2018.

Yes 6 No 0 Motion: Carried

PUBLIC FORUM

No comments.

JEFF-LEWIS BOCES PROPOSED 2018-2019 ADMINISTRATIVE BUDGET RESOLUTION

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Gardner 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 approve the 2018-2019 proposed administrative budget of the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services as mailed to component districts and presented at the BOCES Annual Meeting.

Yes 6 No 0 Motion: Carried

JEFF-LEWIS BOCES BOARD ELECTION RESOLUTION

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 cast one ballot each for Mr. Lynn A. Murray, Mr. Michael F. Young, and Dr. Sandra Young-Klindt for three-year terms of office on the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services from July 1, 2018, to June 30, 2021.

Yes 6 No 0 Motion: Carried

MINKLER ROAD LAND DISCUSSION

Superintendent Denny provided updated information regarding the Minkler Road land that is owned by the District, and she asked the Board for feedback about possible uses for the land. Discussion followed.

BUS DRIVER TRAINING DISCUSSION

Superintendent Denny provided information regarding the current substitute bus driver training process. Discussion followed.

SMART SCHOOLS BOND ACT RESOLUTION

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 District accepted a preliminary Smart Schools Investment Plan (“SSIP”) on March 7, 2018, pursuant to The Smart Schools Bond Act (the “Act”); and

WHEREAS, the preliminary SSIP was posted on the District’s website for at least 30 days, and the District included an address to which any written comments on the preliminary SSIP should be sent; and

WHEREAS, the Board of Education conducted a public hearing that enabled stakeholders to respond to the preliminary SSIP, for which adequate notice of the public hearing was provided and the District website prior to the hearing; and

WHEREAS, the Board of Education has considered all public comments, completed a final SSIP, and determined that approval of the final SSIP is in the best interest of the District.

NOW, THEREFORE, BE IT RESOLVED, that the final Smart Schools Investment Plan to upgrade Classroom Notification System, more fully described in the District plan Phase 2 is hereby approved.

Yes 6 No 0 Motion: Carried

ENROLLMENT REQUEST APPROVAL

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

ENROLLMENT REQUEST APPROVAL (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the request for two (2) students to be enrolled in the South Jefferson Central School District for the remainder of the 2017-2018 school year in accordance with the tuition policy and providing that non-resident enrollment will not cause class sizes to exceed the Board's recommended limits.

Yes 6 No 0 Motion: Carried

CSE/CPSE RECOMMENDATIONS 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 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 #15377, 14717, 15839, 15748, 16549, 12955, 17217, 17079, 17082, 14077, 14888, 14452, 17459, and 16691.

Yes 6 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

Superintendent Denny provided information regarding recent concerts, current events, student accomplishments, chick hatching in the elementary buildings, and the 4/20/18 Celebration of Learning at the Clarke Building. Discussion followed.

RETIREMENT- HIGH SCHOOL PRINCIPAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Gardner 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 regret the resignation for retirement request from Karen Denny from her position as High School Principal effective July 1, 2018.

Yes 6 No 0 Motion: Carried

RETIREMENT- TWO-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 accept the resignation for retirement request from Jed Wall from his position as Two-Run Bus Driver effective May 6, 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:

RESIGNATION- AIDE (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the resignation request from Christine Moreton from her position as Aide effective May 3, 2018.

Yes 6 No 0 Motion: Carried

LEAVE OF ABSENCE- ELEMENTARY TEACHER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 approve the leave of absence request for maternity purposes from Lindsey Parish from her position as Elementary Teacher effective approximately May 29, 2018, and extending for six to eight weeks after delivery.

Yes 6 No 0 Motion: Carried

LEAVE OF ABSENCE- ART TEACHER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 approve the leave of absence request for maternity purposes from Kristina Taylor from her position as Art Teacher effective approximately July 13, 2018, and extending for six to eight weeks after delivery.

Yes 6 No 0 Motion: Carried

LEAVE OF ABSENCE- SPECIAL EDUCATION TEACHER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 approve the leave of absence request for maternity purposes from Lindsey Whitmore from her position as Special Education Teacher effective approximately June 22, 2018, and extending for six to eight weeks after delivery.

Yes 6 No 0 Motion: Carried

APPOINTMENT- WILSON ART CLUB ADVISOR

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Gardner 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 Emily Rudd to the position of Wilson Art Club Advisor for the 2017-2018 school year with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

APPOINTMENT- SCHOOL PHYSICIAN

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 Dr. Joseph Gianfagna as School Physician at a rate of \$850/month effective July 1, 2018, and in accordance with the fingerprinting and background clearance requirements.

Yes 6 No 0 Motion: Carried

APPOINTMENT- TRACK & FIELD ASSISTANT COACH

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Gardner 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 Trevor Perry as Track and Field Assistant Coach for the 2017-2018 spring season with a stipend as presented.

Yes 6 No 0 Motion: Carried

APPOINTMENTS- ELECTION PERSONNEL

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 following for the budget vote as presented and that the District Clerk be authorized to appoint substitutes as needed:

Sue Cole Chairman of Election
Nancy Sayyeau, Kerrie Hosley Assistant Clerks

Yes 6 No 0 Motion: Carried

APPOINTMENT- INSTRUCTIONAL 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 instructional substitute list for the remainder of the 2017-2018 school year as presented to the Board and as follows and in accordance with the fingerprinting and background clearance requirements:

Zakara Williams (uncertified).....BS, Psychology

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 Gardner 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 approve the support staff substitute list for the remainder of the 2017-2018 school year as presented to the Board and as follows and in accordance with the fingerprinting and background clearance requirements:

Hollie Hoover school monitor
Todd Race..... bus driver

Yes 6 No 0 Motion: Carried

2018-2019 BUDGET ADOPTION

School Business Administrator Harvey provided the final draft of the 2018-2019 budget totaling \$34,380,186. Information reviewed included a budget overview, summary of revenues and expenditures, and three-part budget summary. The budget will also include a bus proposition, library proposition, and Board member election. 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 accept the 2018-2019 proposed budget totaling \$34,380,186 as presented to the Board and to be presented to the voting public.

Yes 6 No 0 Motion: Carried

PROPERTY TAX REPORT CARD APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Gardner 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 approve the property tax report card as presented to the Board.

Yes 6 No 0 Motion: Carried

SIX-DAY BUDGET NOTICE APPROVAL

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 six-day budget notice as presented to the Board.

Yes 6 No 0 Motion: Carried

TREASURER'S REPORT (3/18) APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Davis 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 approve the following Treasurer's Report for March 2018:

| | <u>Ending Balance</u> |
|---------------------------|------------------------------|
| GENERAL FUND | |
| Checking | \$167,861.48 |
| Watertown Savings Bank | 158,965.90 |
| Chase Checking | 8,543,578.04 |
| FOOD SERVICES FUND | |
| Checking | 16,260.34 |
| CAPITAL FUND | |
| Savings | 16,756.59 |
| TRUST & AGENCY | |
| Checking | 240,281.83 |
| Payroll Checking | 0.00 |
| GROUP BENEFITS | |
| Health Checking | 1,759,166.63 |
| Health Catalyst | 0.00 |
| Dental Checking | 72,618.67 |
| Dental Catalyst | 0.00 |
| Flex Spending WSB | 92,744.47 |
| OTHER ACCOUNTS | |
| Tax Collector- Chase | 0.00 |
| Extra-Classroom | 137,455.60 |

Yes 6 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of March 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 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 approve the budget report for March 2018.

Yes 6 No 0 Motion: Carried

REVENUE REPORT INFORMATION

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

HEALTH INSURANCE (3/18) RECAP APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Gardner 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 approve the Health Insurance Report dated March 2018.

Yes 6 No 0 Motion: Carried

COOPERATIVE PURCHASING 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 agree to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2018-2019 school year.

Yes 6 No 0 Motion: Carried

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 6 No 0 Motion: Carried Time: 6:50 p.m.

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

Yes 6 No 0 Motion: Carried Time: 7:08 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: 7:09 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk