

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT  
ADAMS, NEW YORK 13605  
BOARD OF EDUCATION- REGULAR MEETING, SEPTEMBER 12, 2018**

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

TRUSTEES ABSENT: Pamela Thomas

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: Jeff Ginger, Clarke High School Principal  
Lisa Parsons, Clarke High School Assistant Principal  
Kathy Taber-Montgomery- South Jeff Journal Reporter  
Christina Chamberlain

**CALL TO ORDER**

President Dack called the regular meeting of the South Jefferson Central School District Board of Education to order at 6:21 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 Gardner to approve the agenda.

Yes 6 No 0 Motion: Carried

**APPROVAL OF MINUTES**

A motion was made by Trustee VanCoughnett and seconded by Trustee Jerome to approve the Board of Education minutes of the regular meeting held on August 22, 2018.

Yes 6 No 0 Motion: Carried

**PUBLIC FORUM**

No comments.

**SPECIAL EDUCATION PROGRAMS & SERVICES OVERVIEW**

Assistant Superintendent Slater provided an overview of the CSE Department. Information included a summary of students served by the district and outcome data. Discussion followed.

**SEQRA RESOLUTION APPROVAL**

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

WHEREAS, the South Jefferson Central School District (the "District") Board of Education has considered, in consultation with its Architectural firm Ashley McGraw, the impacts to the environment of following Scope of Work to be completed:

**SEQRA RESOLUTION APPROVAL (Continued)**

Replacement of house lighting in the Clarke Auditorium with LED lighting.

WHEREAS, the Board has reviewed the scope of the project and has further received and considered the advice of its architects with respect to the potential for environmental impacts resulting from the proposed action; and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR part 617.5(c), now therefore;

BE IT RESOLVED, by the Board of Education as follows:

1. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617, State Environmental Quality Review Act, (SEQRA).
2. The Board hereby determines the Proposed Action as a Type II action in accordance with the SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.

Yes 6 No 0 Motion: Carried

**SENATOR RITCHIE DONATION 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 generous donation of \$10,000.00 from Senator Ritchie to be used for intermural sports and the "Seeds for Success" program.

Yes 6 No 0 Motion: Carried

**VERIZON WIRELESS DONATION 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 accept with appreciation the generous donation of school supplies to Wilson Building students who could not afford new supplies for school from The Verizon Wireless Watertown Team consisting of Tiffany Sholette, Mike Mustizer, Brian Varga, Melissa Boynton, Daniel Chapman, Catherine Cummings, Mark Getman, Casey Hollenbeck, David Morgia, and Daniel Sherman.

Yes 6 No 0 Motion: Carried

**TRANSPORTATION REQUESTS 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:

**TRANSPORTATION REQUESTS APPROVAL (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the transportation requests from parents/guardians of three (3) students for student transportation to parochial schools for the 2018-2019 school year as presented to the Board.

Yes 6 No 0 Motion: Carried

**HOMESCHOOLING LIST ACKNOWLEDGEMENT**

The Board acknowledged the homeschooling requests from five (5) families to homeschool their children for the 2018-2019 school year.

**CSE/CPSE RECOMMENDATIONS APPROVAL**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 #12736, 16350, 16732, 16710, 14185, 17288, 16282, 17572, 17586, 17595, 17596, 17614, 14715, 17628, 13102, 15450, 17393, 17635, 17638, 12392, 17246, 17244, 15038, and 15593.

Yes 6 No 0 Motion: Carried

**DISTRICT UPDATES/ITEMS OF INFORMATION**

Information regarding the Jefferson-Lewis School Boards Association Fall Dinner Meeting and Summer 2018 Agriculture program summary were included in the Board packet and reviewed by the Board. Discussion followed. Superintendent Denny provided an update regarding the final Minkler Road land leases, the September Retiree Luncheon, the Smart Schools Bond Act Phase I approval to replace classroom communication devices, and upcoming events. She stated that the October 24 Board meeting is scheduled the same evening as the High School Fall Concert. Discussion followed. It was the consensus of the Board to change the October 24 Board meeting start time to 5:30 p.m. so members can attend the High School Fall Concert. Superintendent Denny also announced that Alexys Gayne, a SJ senior, has been selected as a candidate for the National Merit Scholarship Program; the Board congratulated her on being selected for such an honor.

**ADMINISTRATIVE REPORT**

Lisa Parsons and Jeff Ginger provided a detailed report regarding the Clarke High School. Topics included 9<sup>th</sup> grade orientation, class meetings, school pictures, extracurricular activities, and fundraising guidelines. Discussion followed.

**DEPARTURE**

Kathy Taber-Montgomery departed the meeting at 7:12 p.m.

**RETIREMENT - FOOD SERVICE SATELLITE MANAGER**

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:

**RETIREMENT - FOOD SERVICE SATELLITE MANAGER (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the resignation for retirement request from Tammy Hanson from her position as Food Service Satellite Manager effective December 27, 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 Wendy Johnson from her position as Aide effective August 27, 2018.

Yes 6 No 0 Motion: Carried

**CHANGE IN HOURS- ASSISTANT**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 change in hours for Pam Reed for her position as Assistant from 5.75 hours per day to 6.5 hours per day effective August 29, 2018.

Yes 6 No 0 Motion: Carried

**CHANGE IN HOURS- COOK**

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 change in hours for Tina Ritz for her position as Cook from 6 hours per day to 7 hours per day effective August 29, 2018.

Yes 6 No 0 Motion: Carried

**CHANGE IN SALARY- RN**

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 the change in salary for Trudy Youngs for her position as RN from \$19.38 per hour to \$20.70 per hour effective August 1, 2018.

Yes 6 No 0 Motion: Carried

**LEAVE OF ABSENCE- MATH TEACHER**

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

**LEAVE OF ABSENCE- MATH TEACHER (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the leave of absence request and unpaid extension for maternity purposes from Jennifer Fraser from her position as Math Teacher effective approximately December 20, 2018, and extending for ten to twelve weeks after delivery.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- LEAD ADMINISTRATOR FOR HEALTH**

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 Jim Pelton to the position of Lead Administrator for Health effective for the 2018-2019 school year.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- LEAD ADMINISTRATOR FOR PE & ATHLETICS**

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 appoint Lisa Parsons to the position of Lead Administrator for PE & Athletics effective for the 2018-2019 school year.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- 2018-2019 POOL OPERATORS**

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 appoint Steve Overton, Mark Hess, and Steve Smeeton as Pool Operators for the 2018-2019 school year with stipends according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- MANNSVILLE HEAD TEACHER**

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 Becky Randall to the position of Head Teacher at the Mannsville Building effective for the 2018-2019 school year with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- FORENSICS SCIENCE CLUB ADVISOR**

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 appoint Heather Stevens to the position of Forensics Science Club Advisor effective for the 2018-2019 school year with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- INTERN IN SCHOOL COUNSELING**

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 appoint Rachel Vincent to the position of Intern in School Counseling at the Clarke Building effective for the 2018-2019 school year.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- AIDE**

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 appoint Jodi Burdick to the position of Aide at the Wilson Elementary School for 5.75 hours per day at a rate of \$11.10 per hour effective August 29, 2018.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- AIDE**

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 Lisa Reed to the position of Aide at the Mannville Elementary School for 5.75 hours per day at a rate of \$11.10 per hour effective August 29, 2018.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- POLICY SUB COMMITTEE**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 appoint Kelly Davis, Pamela Thomas, Justin VanCoughnett, and Randy Jerome as the Policy Sub Committee effective for the 2018-2019 school year.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- 2018-2019 LIFEGUARDS**

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 Tim Corbett, Paul Gaede, Justin Crossway, Kris Shirley, Leah Conners, Kylie Moulton, Taylor Edgar, Alexys Gayne, Elizabeth Kissman, Clara Marlowe, Jessie Richardson, Ethan Stinson, and Justyn St. Croix as lifeguards at rates according to the lifeguard pay scale effective for the 2018-2019 school year.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM**

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 instructional substitute list as presented to the Board and as follows and in accordance with the fingerprinting and background clearance requirements effective for the 2018-2019 school year:

- Lydia Babcock* (uncertified)..... Reappointment from 2017-2018 school year
- Philip Isberner* (certified) .....Physical Education
- Katelyn Millay* (uncertified) ..... BA, Human Services
- Tessa Winkler* (uncertified).....AAS, Early Childhood
- Clarence Woodruff* (certified) .....Biology & General Science 7-12; Earth Science 7-12

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 Juczak 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 as presented to the Board and as follows and in accordance with the fingerprinting and background clearance requirements effective for the 2018-2019 school year:

- Lydia Babcock*.....Reappointment from 2017-2018 school year, school monitor
- Devon Kimball* ..... cleaner
- Cindy Gibbs* ..... school monitor
- Kathryn Murdock* ..... school monitor
- Desiree Pryce* ..... school monitor
- Ethel Quinn* ..... school monitor
- Jacqueline Sweeting* ..... school monitor

Yes 6 No 0 Motion: Carried

**DEPARTURES**

Jeff Ginger and Christina Chamberlain departed the meeting at 7:20 p.m.

**EXECUTIVE SESSION**

A motion was made by Trustee VanCoughnett and seconded by Trustee Juczak to enter into Executive Session for the purpose discussing personnel and to invite Lisa Parsons into the session.

Yes 6 No 0 Motion: Carried Time: 7:21 p.m.

**DEPARTURE**

Lisa Parsons departed the meeting at 7:30 p.m. during Executive Session.

**EXECUTIVE SESSION (Continued)**

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

Yes 6 No 0 Motion: Carried Time: 7:53 p.m.

**ADJOURNMENT**

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

Yes 6 No 0 Motion: Carried Time: 7:54 p.m.

Respectfully submitted,

Michelle L. Jaques  
District Clerk