

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION- REGULAR MEETING, OCTOBER 24, 2018**

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

TRUSTEES ABSENT: Erin Gardner, Randy Jerome

ALSO PRESENT: Mary Beth Denny, Superintendent of Schools
Scott Slater, Assistant Superintendent for Programs
Cora Harvey, School Business Administrator (at 5:37 p.m.)
Michelle L. Jaques, District Clerk

OTHERS PRESENT: Rebecca Dalrymple, Wilson Elementary Principal
Jeff Stevenson, School Resource Officer
Shannon VanCoughnett, Social Studies Teacher
Erin Wiley, Science Teacher & Buddy
Don Bice, Codie Wheeler

CALL TO ORDER

President Dack called the regular meeting of the South Jefferson Central School District Board of Education to order at 5:35 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 VanCoughnett to approve the agenda as amended.

Yes 5 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 October 10, 2018.

Yes 5 No 0 Motion: Carried

PUBLIC FORUM

Don Bice complimented the Board of Education by saying "Great Job".

SCHOOL BOARD RECOGNITION

In honor of New York State School Board Recognition Week, October 22-October 26, 2018, Superintendent Denny expressed appreciation for the years of service, level of commitment, and time dedicated to the District demonstrated by each Board of Education member. She also read the Governor's Proclamation.

ENTRANCE

Cora Harvey entered the meeting at 5:37 p.m. during the above recognition.

SEXUAL HARASSMENT POLICY INFORMATION & APPROVAL

Due to new mandated legislation, the Policy Committee reviewed the *Sexual Harassment in the Workplace* policy information. The updated *Sexual Harassment in the Workplace* 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 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 proposed updated *Sexual Harassment in the Workplace* policy as presented to the Board and by doing so, adopt it as new policy.

Yes 5 No 0 Motion: Carried

COMBINING SWIMMING APPROVAL

Information regarding combining the Belleville-Henderson Boys Swimming Team with the South Jefferson Boys Swimming Team for the 2018-2019 season and letters requesting students participate as scoring swimmers were included in the Board packet and reviewed by the Board.

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 combining the Belleville-Henderson Boys Swimming Team with the South Jefferson Team for the 2018-2019 season and allow students to participate as scoring swimmers at no additional cost from the District's school budget.

Yes 5 No 0 Motion: Carried

HOMESCHOOLING LIST ACKNOWLEDGEMENT

The Board acknowledged the homeschooling request from one (1) family to homeschool their child for the 2018-2019 school year.

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 #17432, 17604, 14780, 17466, 12743, 17450, 17614, 14715, 14154, 17565, 16445, 17667, and 16817.

Yes 5 No 0 Motion: Carried

ADMINISTRATIVE REPORT

Rebecca Dalrymple provided a detailed report regarding the Wilson Elementary Building. Topics included the new school photography company and school pictures, Positive Behavior Interventions and Supports (PBIS), Wilson We's, and upcoming events. Discussion followed.

DISTRICT UPDATES/ITEMS OF INFORMATION

Information regarding the Winter Gear Spartan Closet was included in the Board packet and reviewed by the Board. Superintendent Denny provided information regarding the Save-A-Life Tour assembly for all 9-12 grade students, National Junior Honor Society induction, the SADD presentation regarding the opioid crisis, and upcoming events. Discussion followed.

SENIOR CLASS TRIP INFORMATION & APPROVAL

Information regarding the Senior Class Trip to Boston, Massachusetts on June 7-9, 2019, 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 Juczak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the senior class overnight trip to Boston, Massachusetts on June 7-9, 2019, with required chaperones and at no cost from the District's school budget.

Yes 5 No 0 Motion: Carried

RETIREMENT- FOOD SERVICE HELPER

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 accept the resignation for retirement request from Carol Johnson from her position as Food Service Helper effective March 29, 2019.

Yes 5 No 0 Motion: Carried

RESIGNATION- AIDE

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 Maria Terry from her position as Aide effective October 27, 2018.

Yes 5 No 0 Motion: Carried

LEAVE OF ABSENCE- READING TEACHER

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 leave of absence request for maternity purposes from Briana West from her position as Reading Teacher effective approximately January 7, 2019, and extending eight weeks after delivery.

Yes 5 No 0 Motion: Carried

APPOINTMENT- MS TECH CLUB ADVISOR

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 appoint Amber Roberts to the position of MS Tech Club Advisor effective for the 2018-2019 school year with a stipend according to the negotiated agreement.

Yes 5 No 0 Motion: Carried

APPOINTMENT- AIDE

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 appoint Holly Rabetoy to the position of Aide at the Wilson Elementary School for 5.75 hours per day at a rate of \$13.00 per hour effective October 22, 2018.

Yes 5 No 0 Motion: Carried

APPOINTMENT- MODIFIED VOLLEYBALL COACH

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 appoint Jay Wiley as Modified Volleyball Coach for the 2018-2019 winter season with a stipend according to the negotiated agreement.

Yes 5 No 0 Motion: Carried

APPOINTMENT- INSTRUCTIONAL SUBSTITUTE ADDENDUM

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 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:

Amanda Harvey (uncertified)..... AAS, Individual Studies

Yes 5 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 Thomas 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

APPOINTMENTS- SUPPORT STAFF SUBSTITUTE ADDENDUM (Continued)

and in accordance with the fingerprinting and background clearance requirements effective for the 2018-2019 school year:

Angela Porter..... school monitor
 Maria Terry school monitor
 Deborah Doe school monitor

Yes 5 No 0 Motion: Carried

APPOINTMENTS- VOLUNTEER ASSISTANT COACHES

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 volunteer assistant winter coaches for the 2018-2019 school year:

Leah Conners Indoor Track
 Steven Doe Indoor Track

Yes 5 No 0 Motion: Carried

TREASURER’S REPORT (8/18) 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 August 2018:

	<u>Ending Balance</u>
GENERAL FUND	
Checking Key	\$0.00
Checking WSB	81,436.02
Savings Chase	1,208,341.25
Savings NY Class	0.00
FOOD SERVICES FUND	
Checking Key	0.00
Checking WSB	47,221.34
CAPITAL FUND	
Savings Chase	16,767.10
Savings NY Class	0.00
TRUST & AGENCY	
Scholar Savings Key	0.00
Scholar Savings WSB	234,867.03

TREASURER'S REPORT (8/18) APPROVAL (Continued)

Payroll Checking Key	0.00
Payroll Checking WSB	0.00

GROUP BENEFITS

Health Checking Key	0.00
Health Checking WSB	542,082.83
Health Catalyst	0.00
Health Savings NY Class	955,350.25
Dental Checking Key	0.00
Dental Checking WSB	95,200.24
Dental Catalyst	0.00
Flex Spending WSB	28,058.88

OTHER ACCOUNTS

Tax Collector- Chase	0.00
Tax Collector- WSB	0.00
Extra-Curricular Key	0.00
Extra-Curricular WSB	189,896.03

Yes 5 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of August 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 VanCoughnett 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 August 2018.

Yes 5 No 0 Motion: Carried

REVENUE REPORT INFORMATION

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

HEALTH INSURANCE (8/18) RECAP APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas 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 August 2018.

Yes 5 No 0 Motion: Carried

TREASURER'S REPORT (9/18) APPROVAL

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 approve the following Treasurer's Report for September 2018:

	<u>Ending Balance</u>
GENERAL FUND	
Checking Key	\$2,822.72
Checking WSB	203,876.13
Savings Chase	3,029,075.27
Savings NY Class	0.00
FOOD SERVICES FUND	
Checking Key	0.00
Checking WSB	63,777.72
CAPITAL FUND	
Savings Chase	16,769.16
Savings NY Class	0.00
TRUST & AGENCY	
Scholar Savings Key	0.00
Scholar Savings WSB	236,841.47
Payroll Checking Key	0.00
Payroll Checking WSB	0.00
GROUP BENEFITS	
Health Checking Key	0.00
Health Checking WSB	444,304.36
Health Catalyst	0.00
Health Savings NY Class	956,845.76
Dental Checking Key	0.00
Dental Checking WSB	96,526.66
Dental Catalyst	0.00
Flex Spending WSB	24,026.14
OTHER ACCOUNTS	
Tax Collector- Chase	0.00
Tax Collector- WSB	3,240,511.60
Extra-Curricular Key	0.00
Extra-Curricular WSB	189,196.15

Yes 5 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of September 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 VanCoughnett 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 September 2018.

Yes 5 No 0 Motion: Carried

REVENUE REPORT INFORMATION

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

HEALTH INSURANCE (9/18) RECAP 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 approve the Health Insurance Report dated September 2018.

Yes 5 No 0 Motion: Carried

SALE OF SURPLUS EQUIPMENT 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 recognize the list of equipment as surplus to be sold to the highest responsible bidder as presented to the Board.

Yes 5 No 0 Motion: Carried

DEPARTURES

Rebecca Dalrymple, Shannon VanCoughnett, Erin Wiley, Buddy, Don Bice, and Codie Wheeler departed the meeting at 6:14 p.m.

EXECUTIVE SESSION

A motion was made by Trustee VanCoughnett and seconded by Trustee Juczak to enter into Executive Session for the purpose of discussing personnel, safety and security, and negotiations and to invite Jeff Stevenson into the session.

Yes 5 No 0 Motion: Carried Time: 6:15 p.m.

DEPARTURE

Jeff Stevenson departed the meeting at 6:39 p.m. during Executive Session.

EXECUTIVE SESSION (Continued)

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

Yes 5 No 0 Motion: Carried Time: 6:56 p.m.

ADJOURNMENT

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

Yes 5 No 0 Motion: Carried Time: 6:57 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk