

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

TRUSTEES PRESENT: Todd Dack, Erin Gardner, Randy Jerome, James Juczak,
Pamela Thomas, Justin VanCoughnett

TRUSTEES ABSENT: Kelly Davis

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: Tony Gianfagna, Wilson Elementary Assistant Principal
Stephanie Widrick

CALL TO ORDER

President Dack called the regular meeting of the South Jefferson Central School District Board of Education to order at 6:01 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 Gardner and seconded by Trustee Juczak to approve the agenda.

Yes 6 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee Jerome and seconded by Trustee Juczak to approve the Board of Education minutes of the regular meeting held on November 14, 2018.

Yes 6 No 0 Motion: Carried

PUBLIC FORUM

No comments.

ESSA (EVERY STUDENT SUCCEEDS ACT) UPDATE

Assistant Superintendent Slater provided a detailed update regarding the ESSA (Every Student Succeeds Act). Discussion followed.

SUMMER RECREATION REPORT APPROVAL

The 2018 Summer Recreation Report 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:

SUMMER RECREATION REPORT APPROVAL (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the 2018 Summer Recreation Program Report as presented to the Board.

Yes 6 No 0 Motion: Carried

BUDGET DEVELOPMENT TIMELINE INFORMATION

The 2019-2020 budget development timeline was included in the Board packet and reviewed by the Board. Discussion followed.

LACROSSE OVERNIGHT TRIP REQUEST APPROVAL

An overnight trip request from the Varsity Girls Lacrosse Team to travel to Orlando, Florida on April 15 through April 21, 2019, to play scrimmages and teambuilding 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 Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the overnight trip request from the Girls Varsity Lacrosse Team to travel to Orlando, Florida during Spring Break 2019 as presented to the Board and at no cost to the district.

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 Juczak 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 #16691, 17013, 16677, 14791, 17586, 16642, 16414, 17242, 15864, 16068, 16873, 15377, 16351, 17628, 17348, 16165, 17650, 15612, 15827, 15406, 15680, 17651, 17251, 17659, 17661, and 17658.

Yes 6 No 0 Motion: Carried

ADMINISTRATIVE REPORT

Tony Gianfagna provided a detailed report regarding the Wilson Elementary School. Topics included a personal update, the school climate, current happenings, and upcoming events. Discussion followed.

DISTRICT UPDATES/ITEMS OF INFORMATION

Information regarding LouAnn Gleason being elected President of the New York State Association of School Nurses was included in the Board packet and reviewed by the Board. Superintendent Denny and the Board congratulated Mrs. Gleason. Superintendent Denny provided information regarding the recent sadness and loss in the district, upcoming concerts and events, the new district phone system, and policy work. Discussion followed.

TERMINATION- TWO-RUN BUS DRIVER

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 terminate the employment of Barbara Grace from her position as Two-Run Bus Driver effective December 12, 2018, pursuant to Section 71 of the New York Civil Service Law.

Yes 6 No 0 Motion: Carried

RETIREMENT- FOOD SERVICE HELPER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas 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 accept the resignation for retirement request from Paula Molnar for her position as Food Service Helper effective December 24, 2018.

Yes 6 No 0 Motion: Carried

RESIGNATION- TRANSPORTATION 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 accept the resignation request from Cathy Alford for her position as Transportation Aide effective November 30, 2018.

Yes 6 No 0 Motion: Carried

RESIGNATION- TWO-RUN BUS DRIVER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas 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 accept the resignation request from Kendra Tryon for her position as Two-Run Bus Driver effective December 3, 2018.

Yes 6 No 0 Motion: Carried

RESIGNATION- 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 accept the resignation request from Jennifer Worthington for her position as Aide effective December 19, 2018.

Yes 6 No 0 Motion: Carried

CHANGE IN HOURS- FOOD SERVICE HELPER

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 change in hours for Cecil Rogers for her position as Food Service Helper from 4 hours per day to 3 hours per day effective November 26, 2018.

Yes 6 No 0 Motion: Carried

APPOINTMENT- LIBRARY CLERK

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas 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 Tracy Maguire to the permanent appointment of Library Clerk (Civil Service Title: Library Clerk) at the Clarke Building for 5.75 hours per day effective December 12, 2018.

Yes 6 No 0 Motion: Carried

APPOINTMENT- SATELLITE MANAGER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas 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 Cassandra Morse to the position of Satellite Manager (Civil Service Title: Cook Manager) at the Mannsville Elementary School for 7 hours per day at a rate of \$13.70 per hour effective December 13, 2018.

Yes 6 No 0 Motion: Carried

APPOINTMENT- MODIFIED BOYS BASKETBALL COACH

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 appoint Jon Snow to the position of Modified Boys Basketball Coach effective for the 2018-2019 school year with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

APPOINTMENT- MODIFIED BOYS BASKETBALL COACH

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 appoint RJ Ingerson to the position of Modified Boys Basketball Coach effective for the 2018-2019 school year with a stipend according to the negotiated agreement.

APPOINTMENT- MODIFIED BOYS BASKETBALL COACH (Continued)

Yes 6 No 0 Motion: Carried

APPOINTMENT- MODIFIED GIRLS BASKETBALL COACH

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 Tayler Sorell to the position of Modified Girls Basketball Coach effective for the 2018-2019 school year with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

APPOINTMENT- MODIFIED GIRLS BASKETBALL COACH

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 appoint Trevor Perry to the position of Modified Girls Basketball Coach effective for the 2018-2019 school year with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

APPOINTMENT- LIFEGUARD

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 appoint Michael Williams as Lifeguard for the 2018-2019 school year with a salary according to the lifeguard pay scale.

Yes 6 No 0 Motion: Carried

APPOINTMENT- TWO-RUN BUS DRIVER

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 appoint Sabrina Reed to the position of Two-Run Bus Driver at a rate of \$16.25 per hour effective December 10, 2018.

Yes 6 No 0 Motion: Carried

APPOINTMENT- TWO-RUN BUS DRIVER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 Craig Madden to the position of Two-Run Bus Driver at a rate of \$15.89 per hour effective December 10, 2018.

APPOINTMENT- TWO-RUN BUS DRIVER (Continued)

Yes 6 No 0 Motion: Carried

APPOINTMENT- TWO-RUN BUS DRIVER

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 Denise Kacuba to the position of Two-Run Bus Driver at a rate of \$17.07 per hour effective December 10, 2018.

Yes 6 No 0 Motion: Carried

APPOINTMENT- PER DIEM SCHOOL COUNSELOR

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 appoint Steve Robinson to the position of Per Diem School Counselor at a rate of 1/200th of Step 1 effective December 10, 2018.

Yes 6 No 0 Motion: Carried

APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM

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 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:

- Leah Denny* (uncertified)..... reappointment from 2017-2018 school year
- Michael Williams* (uncertified).....BS, Medical Biology (57 credits)
- Ashley Turner* (uncertified).....MS, Childhood Ed/Special Ed

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 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 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:

- Leah Denny*.....reappointment from 2017-2018 school year, school monitor
- Paula Molnar*.....food service helper
- Kendra Tryon*..... bus driver

APPOINTMENTS- SUPPORT STAFF SUBSTITUTE ADDENDUM (Continued)

Stacey Berry..... bus driver
 Michael Williams..... school monitor

Yes 6 No 0 Motion: Carried

DEPARTURE

Tony Gianfagna departed the meeting at 6:58 p.m.

TREASURER’S REPORT (10/18) 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 following Treasurer’s Report for October 2018:

	<u>Ending Balance</u>
GENERAL FUND	
Checking Key	\$0.00
Checking WSB	98,092.70
Savings Chase	3,411,963.41
Savings NY Class	0.00
FOOD SERVICES FUND	
Checking WSB	62,235.85
CAPITAL FUND	
Savings Chase	16,771.29
Savings NY Class	0.00
TRUST & AGENCY	
Scholar Savings WSB	235,671.96
Payroll Checking WSB	0.00
GROUP BENEFITS	
Health Checking WSB	529,643.02
Health Catalyst	0.00
Health Savings NY Class	958,524.74
Dental Checking WSB	103,902.09
Dental Catalyst	0.00
Flex Spending WSB	10,522.36
OTHER ACCOUNTS	
Tax Collector- Chase	0.00
Tax Collector- WSB	1,842,827.39
Extra-Curricular WSB	200,992.64

Yes 6 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of October 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 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 October 2018.

Yes 6 No 0 Motion: Carried

REVENUE REPORT INFORMATION

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

HEALTH INSURANCE (10/18) 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 October 2018.

Yes 6 No 0 Motion: Carried

REENTRANCE

Tony Gianfagna reentered the meeting at 7:00 p.m. during the above approval.

SUBSTITUTE PAY RATES APPROVAL

Information regarding substitute pay rates 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 approve increasing the hourly substitute pay rates for cleaners, secretaries, office aides, bus aides, aides/assistants, food service helpers, cooks, food service drivers, and greeters, and increasing the hourly pay rate for student lifeguards to \$11.10 per hour to comply with federal minimum wage requirements and increasing the hourly pay rates for LPNs to \$14.56 per hour; RNs to \$19.38 per hour; bus drivers to \$15.89 per hour; mechanics and mechanic helpers to \$12.88 per hour; summer recreation drivers to \$13.75 per hour; laborers to \$11.37 per hour; lifeguard instructors to \$12.00 per hour; swim lesson instructors to \$15.50; and extracurricular supervisors to \$11.50 per hour effective December 31, 2018.

Yes 6 No 0 Motion: Carried

CAPC CONTRACT APPROVAL

The Community Action Planning Council of Jefferson County contract 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 Gardner to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the agreement with Community Action Planning Council of Jefferson County for services provided for the Head Start program for the 2018-2019 school year at the Wilson Elementary Building.

Yes 6 No 0 Motion: Carried

MANDATORY ACCESSIBILITY APPROVAL

School Business Manager Harvey provided information regarding Mandatory Accessibility. Discussion followed.

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 Mandatory Accessibility list with the accompanying stipends as presented effective December 12, 2018, in accordance with the Mandatory Accessibility/District-Owned Communication Devices policy.

Yes 6 No 0 Motion: Carried

OCTOBER BUDGET TRANSFERS APPROVAL

School Business Manager Harvey provided information regarding October budget transfers in accordance with New York Education Law §3614 and the Every Student Succeeds Act (ESSA). Discussion followed.

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 budget transfers for October 2018 as presented to the Board.

Yes 6 No 0 Motion: Carried

DEPARTURES

Tony Gianfagna and Stephanie Widrick departed the meeting at 7:10 p.m.

EXECUTIVE SESSION

A motion was made by Trustee Thomas and seconded by Trustee Gardner to enter into Executive Session for the purpose of discussing personnel and negotiations.

Yes 6 No 0 Motion: Carried Time: 7:11 p.m.

DEPARTURES

Superintendent Denny, Assistant Superintendent Slater, School Business Administrator Harvey, and District Clerk Jaques departed the meeting at 7:28 p.m. during Executive Session.

EXECUTIVE SESSION (Continued)

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

Yes 6 No 0 Motion: Carried Time: 7:52 p.m.

ADJOURNMENT

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

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

Respectfully submitted,

Michelle L. Jaques
District Clerk