

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION- REGULAR MEETING, MARCH 13, 2019**

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: Jim Pelton, Mannsville-Manor Elementary Principal
Sarah Morris, Music Teacher/SJTA President
Dave Hatchell, Director of Facilities (at 6:55 p.m.)
Jay Wiley, Athletic Coordinator (at 6:55 p.m.)
Bob Williams, Watchdog Building Partners, LLC (at 7:00 p.m.)
SADD Advisor and Members: Heidi Edgar, Taylor Edgar,
Sydney Havens, Emma Purvis
Hello Dolly! Cast Members: Abi Hulbert, Cassie Johnson,
Colby Randall, Andrew Sullivan
Tanya Roy, Parent

CALL TO ORDER

President Dack called the regular meeting of the South Jefferson Central School District Board of Education to order at 6:00 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 Jerome and seconded by Trustee Juczak to approve the agenda.

Yes 7 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee Thomas and seconded by Trustee Gardner to approve the Board of Education minutes of the regular meeting held on February 13, 2019.

Yes 7 No 0 Motion: Carried

PUBLIC FORUM

Tanya Roy wanted to publicly thank the Board of Education for making her and her daughter's experience attending South Jeff fantastic. She provided background information and shared personal experiences. She credits the district for helping her daughter become more confident and more engaged in school. The Board thanked her for coming to the meeting.

HIGH SCHOOL MUSICAL PRESENTATION

Cast members from the Spring High School Musical *Hello Dolly!* introduced themselves, performed a song, and provided information about the show. Show times are scheduled for March 15 at 7:00 p.m. and March 16 at 2:00 p.m. and 7:00 p.m. in the High School Auditorium. There is also a chicken and biscuit "Harmonia Gardens" luncheon on Saturday before the matinee. The Board of Education thanked the students for the presentation and wished them well on their performances.

DEPARTURES

Abi Hulbert, Cassie Johnson, Colby Randall, Andrew Sullivan, and Tanya Roy departed the meeting at 6:14 p.m. after the above presentation.

SADD PRESENTATION

Members of the Students against Destructive Decisions Club introduced themselves, provided information about themselves, and presented information regarding their upcoming "Come to the Table" event scheduled for March 26. The event is a free spaghetti dinner for the community and discussion to raise awareness on a number of topics. The Board of Education thanked the students for the presentation and wished them well on the event.

Superintendent Denny provided information on the upcoming inspirational speaker, David J. Flood, at the Clarke Auditorium on March 18.

DEPARTURES

Heidi Edgar, Taylor Edgar, Sydney Havens, and Emma Purvis departed the meeting at 6:30 p.m. after the above presentation.

FIRST DRAFT OF THE 2019-2020 BUDGET

Superintendent Denny, Assistant Superintendent Slater, and School Business Administrator Harvey provided a first draft of the 2019-2020 budget. A PowerPoint presentation was reviewed. Information included the budget phases, needs assessment, background information, BOCES capital project information, revenues, and expenditures. Discussion followed.

ENTRANCES

Dave Hatchell and Jay Wiley entered the meeting at 6:55 p.m. during the above information. Bob Williams entered the meeting at 7:00 p.m. during the above information.

LEGAL NOTICE 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 authorize the district clerk to publish a legal notice announcing the budget proposition, bus proposition, and Board member election as presented to the Board and announcing the public hearing to be held on Monday, May 13, 2019, at 6:00 p.m. and the district vote on Tuesday, May 21, 2019, between the hours of 12:00 p.m. and 9:00 p.m.

Yes 7 No 0 Motion: Carried

2019-2020 CALENDAR APPROVAL

The final draft of the 2019-2020 school calendar was included in the Board packet and reviewed by the Board. Discussion followed.

2019-2020 CALENDAR APPROVAL (Continued)

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 adopt the 188-day calendar for the 2019-2020 school year as presented to the Board.

Yes 7 No 0 Motion: Carried

CSE/CPSE RECOMMENDATIONS 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 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 #12362, 16185, 17355, 17695, 17371, 16011, 12682, 17558, 17559, 17525, 14736, 15728, 17171, 16743, 17680, 17443, and 12520.

Yes 7 No 0 Motion: Carried

ADMINISTRATIVE REPORT- MR. PELTON

Mr. Pelton provided a detailed report regarding the Mannsville-Manor Elementary health lessons. The program has been running for the past year and has been very successful. Discussion followed.

DEPARTURE

Jim Pelton departed the meeting at 7:40 p.m. after the above report.

DISTRICT UPDATES/ITEMS OF INFORMATION

Information regarding the Jeff-Lewis BOCES annual meeting and Board vacancy were included in the Board packet and reviewed by the Board. Superintendent Denny provided information regarding upcoming events and meetings. Discussion followed.

TERMINATION OF EMPLOYMENT- CUSTODIAN

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 terminate the employment of Michael Vollmer from his position as Custodian effective March 13, 2019, pursuant to Section 71 of the New York Civil Service Law.

Yes 7 No 0 Motion: Carried

TERMINATION OF EMPLOYMENT- TWO-RUN BUS DRIVER

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:

TERMINATION OF EMPLOYMENT- TWO-RUN BUS DRIVER (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby terminate the employment of Amy Elliott from her position as Two-Run Bus Driver effective February 12, 2019.

Yes 7 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 Sandra Groff from her position as Two-Run Bus Driver effective February 28, 2019.

Yes 7 No 0 Motion: Carried

RETIREMENT- SUPERINTENDENT OF SCHOOLS

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 with regret the resignation for retirement request from Mary Beth Denny from her position as Superintendent of Schools effective August 1, 2019.

Yes 7 No 0 Motion: Carried

RETIREMENT- TWO-RUN BUS DRIVER

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 Gail LaJoie from her position as Two-Run Bus Driver effective September 30, 2019.

Yes 7 No 0 Motion: Carried

CHANGE IN SCHEDULE- LPN

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 approve the change in schedule for Jolene Klaas for her position as LPN from Mondays, Wednesdays, Fridays to 3 days per week effective February 11, 2019.

Yes 7 No 0 Motion: Carried

APPOINTMENT- 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:

APPOINTMENT- AIDE (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Hailey Parsons to the position of Aide (Civil Service Title: School Monitor) at the Wilson Elementary School for 5.75 hours per day at a rate of \$11.10 per hour effective March 4, 2019.

Yes 7 No 0 Motion: Carried

APPOINTMENT- 2018-2019 SPRING 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 J. Trevor Perry as JV Baseball Coach for the 2018-2019 spring season with a stipend according to the negotiated agreement.

Yes 7 No 0 Motion: Carried

APPOINTMENTS- 2018-2019 LIFEGUARDS

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 Cole Bennett, Morgan Burt, Alaina Connors, Gavin Stone, Garrett Fuller, Noah Tyler, Thomas King, Jaymeson St. Croix, Spencer Zeltmann, Hannah Mills, Nolan Shelmidine, Tim Williams, and Nick Montgomery as lifeguards at rates according to the lifeguard pay scale effective for the 2018-2019 school year.

Yes 7 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 Jerome 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:

- Melanie Telego*, uncertified.....Reappointment from 2017-2018, AS, Psychology
- Courtney Ackerman*, uncertifiedAAS, Office Technologies-Medical
- Terre Casion*, uncertified Credit Hours in Accounting
- Gretchen Woodard*, uncertified MS, Childhood Education 12/19

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 Juczak and seconded by Trustee VanCoughnett to adopt the following resolution:

APPOINTMENTS- SUPPORT STAFF SUBSTITUTE ADDENDUM (Continued)

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:

Scott Smith bus driver
 Bailey Worden..... food service helper
 Cayla Ross..... school monitor

Yes 7 No 0 Motion: Carried

APPOINTMENT- VOLUNTEER ASSISTANT COACH

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 John Arcaro as a volunteer assistant coach for Track & Field for the 2018-2019 spring season.

Yes 7 No 0 Motion: Carried

DEPARTURE

Sarah Morris departed the meeting at 7:46 p.m. after the above approval.

TREASURER’S REPORT (1/19) 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 January 2019:

	<u>Ending Balance</u>
GENERAL FUND	
Checking WSB	\$149,319.26
Savings Chase	3,426,073.11
Savings NY Class	1,003,911.93
FOOD SERVICES FUND	
Checking WSB	86,826.02
CAPITAL FUND	
Savings Chase	1.79
Savings NY Class	16,836.92
TRUST & AGENCY	
Scholar Savings WSB	19,204.53
Payroll Checking WSB	0.00

TREASURER'S REPORT (1/19) APPROVAL (Continued)**GROUP BENEFITS**

Health Checking WSB	605,712.91
Health Catalyst	0.00
Health Savings NY Class	963,765.82
Dental Checking WSB	107,994.69
Dental Catalyst	0.00
Flex Spending WSB	138,080.38

OTHER ACCOUNTS

Tax Collector- Chase	0.00
Tax Collector- WSB	3.81
Extra-Curricular WSB	200,758.52

Yes 7 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of January 2019 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 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 report for January 2019.

Yes 7 No 0 Motion: Carried

REVENUE REPORT INFORMATION

The revenue report for the month of January 2019 was included in the Board packet and reviewed by the Board.

HEALTH INSURANCE (1/19) RECAP 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 Health Insurance Report dated January 2019.

Yes 7 No 0 Motion: Carried

BOCES SERVICES 2019-2020 APPROVALS

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 services from the Madison-Oneida BOCES and the Mohawk Regional Information Center (MORIC) for the 2019-2020 school year.

BOCES SERVICES 2019-2020 APPROVALS (Continued)

Yes 7 No 0 Motion: Carried

BID AWARD APPROVAL

Information regarding the 2017 capital project bids was included in the Board packet and reviewed by the Board. Dave Hatchell, Jay Wiley, and Bob Williams provided information regarding the project and bids. Discussion followed.

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 bid recommendations from Watchdog Building Partners, LLC for the 2017 capital project as presented.

Yes 7 No 0 Motion: Carried

DEPARTURES

Dave Hatchell, Jay Wiley, and Bob Williams departed the meeting at 8:16 p.m. after the above approval.

HEALTH SERVICES FOR PAROCHIAL STUDENTS (CARTHAGE) 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 approve the health services contract with the Carthage Central School District for South Jefferson residents attending parochial schools for the 2018-2019 school year.

Yes 7 No 0 Motion: Carried

PROPOSITION RESOLUTION APPROVAL

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:

WHEREAS, the South Jefferson Central School District (the "District"), is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), and

WHEREAS, the District is considering undertaking the acquisition of seven (7) student transportation vehicles with all ancillary equipment at an estimated cost not to exceed \$775,000 (the "Vehicles"); and

WHEREAS, the District's Board of Education reviewed the impact of the acquisition of the Vehicles upon the environment, as required by the Regulations and concluded that the acquisition of the Vehicles is a Type II Action as defined in SEQRA, which requires no further review or action; and

PROPOSITION RESOLUTION APPROVAL (Continued)

BE IT RESOLVED by this Board of Education as follows:

Section 1. The Annual Meeting of the qualified voters of the South Jefferson Central School District, Jefferson, Lewis and Oswego Counties, State of New York (the "School District"), will be held in the General Bruce C. Clarke Building in said District on the 21st day of May, 2019 from 12:00 P.M. to 9:00 P.M., prevailing time, for the purpose of voting on the proposition described in the Notice of Annual District Meeting hereinafter set forth.

Section 2. The business to be acted upon at said Annual District Meeting shall be as stated in the Notice thereof, and the District Clerk is hereby authorized and directed to cause the Notice of said Annual District Meeting to be published in the *Watertown Daily Times* and *South Jeff Journal*, newspapers having a general circulation within the District, such publications to be made four (4) times each in such newspaper within the seven (7) weeks next preceding such Annual District Meeting, the first publication to be at least forty-five (45) days prior to the date of said Annual District Meeting.

Section 3. The School District, as a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), having reviewed the impact of the acquisition of the student transportation vehicles described herein upon the environment, hereby determines that it constitutes a "Type II Actions" under the Regulations which does not exceed thresholds established under SEQRA and, as such, is not subject to review under SEQRA;

Section 4. Said Annual District Meeting shall be called by giving the following notice thereof:

NOTICE OF ANNUAL SCHOOL DISTRICT MEETING
OF THE VOTERS OF THE
SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT

THE BOARD OF EDUCATION OF THE SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT HEREBY GIVES NOTICE that pursuant to a Resolution adopted by the Board of Education of the District on March 13, 2019, the annual meeting of the qualified voters of said School District, Counties of Jefferson, Lewis and Oswego, State of New York, will be held in the will be held in the General Bruce C. Clarke Building in said District on the 21st day of May, 2019 from 12:00 P.M. to 9:00 P.M., prevailing time, for the purpose of voting upon the following proposition:

PROPOSITION I
(Budget)

To approve the proposed 2019-2020 school budget, and to authorize the requisite portion therefore to be raised by taxation on the taxable property of the District.

PROPOSITION II
(Transportation)

Shall the Board of Education purchase and finance seven (7) student transport vehicles at an estimated cost not to exceed \$775,000, including necessary furnishings, fixtures and

PROPOSITION RESOLUTION APPROVAL (Continued)

equipment and all other costs incidental thereto and to expend a total sum not to exceed \$775,000, which is estimated to be the total maximum cost thereof, and levy a tax for the foregoing in the amount of \$775,000, which shall be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education and in anticipation of the collection of such tax, bonds and notes of the District are hereby authorized to be issued at one time or from time to time in the principal amount not to exceed \$775,000, and a tax is hereby voted to pay the interest on said obligations when due.

PROPOSITION III
(Board of Education Members)

To elect one (1) member to the Board of Education for a five (5) year term (7/1/19-6/30/24). The seat is presently held by Erin Gardner.

NOTICE IS GIVEN that voting upon the foregoing Propositions will be by voting machine and will take place at the will be held in the General Bruce C. Clarke Building in said District on the 21st day of May, 2019 from 12:00 P.M. to 9:00 P.M., prevailing time.

NOTICE IS FURTHER GIVEN that qualified voters may obtain applications for absentee ballots from the office of the Clerk of the School District. Completed applications for absentee ballots must be received by the District Clerk of the School District no later than 4:00 p.m. prevailing time, on May 20, 2019, and must be received no later than 4:00 p.m., prevailing time, on May 14, 2019, if the absentee ballot is to be mailed to the voter. Completed applications received after 4:00 p.m. on May 14, 2019, will require the voter to personally appear at the Office of the Clerk of the School District to receive an absentee ballot. A listing of all persons to whom an absentee ballot is issued will be available for inspection by any qualified voter in the Office of the Clerk of the School District between the hours of 9:00 a.m. and 4:00 p.m. through May 20, 2019, except Saturdays, Sundays or holidays.

NOTICE IS FURTHER GIVEN that the proposition set forth on the voting machine labels shall appear as follows:

PROPOSITION I
(Budget)

To approve the proposed 2019-2020 school budget, and to authorize the requisite portion therefore to be raised by taxation on the taxable property of the District.

PROPOSITION II
(Transportation)

Shall the Board of Education purchase and finance seven (7) student transport vehicles at an estimated cost not to exceed \$775,000, including necessary furnishings, fixtures and equipment and all other costs incidental thereto and to expend a total sum not to exceed \$775,000, which is estimated to be the total maximum cost thereof, and levy a tax for the foregoing in the amount of \$775,000, which shall be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of

PROPOSITION RESOLUTION APPROVAL (Continued)

Education and in anticipation of the collection of such tax, bonds and notes of the District are hereby authorized to be issued at one time or from time to time in the principal amount not to exceed \$775,000, and a tax is hereby voted to pay the interest on said obligations when due.

PROPOSITION III
(Board of Education Members)

To elect one (1) member to the Board of Education for a five (5) year term (7/1/19-6/30/24). The seat is presently held by Erin Gardner.

BY ORDER OF THE BOARD OF EDUCATION

Section 5. The vote upon the propositions to be submitted to the qualified voters shall be by ballot on voting machines and the District Clerk is hereby authorized and directed to have the necessary ballot labels printed in form corresponding as nearly as may be with the requirements of the Education Law.

Section 6. This Resolution shall take effect immediately.

The motion having been duly moved, the resolution was acted upon by the Board of Education and there were 7 votes in favor of the resolution and 0 votes against the resolution as follows:

Todd Dack, President	Voting	Yes
Pamela Thomas, Vice President	Voting	Yes
Kelly Davis	Voting	Yes
Erin Gardner	Voting	Yes
Randy Jerome	Voting	Yes
James Juczak	Voting	Yes
Justin VanCoughnett	Voting	Yes

The resolution was declared adopted.

EXECUTIVE SESSION

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

Yes 7 No 0 Motion: Carried Time: 8:20 p.m.

DEPARTURES AND REENTRANCE

Superintendent Denny departed the meeting at 8:30 p.m. and reentered at 8:48 p.m. during Executive Session. Trustee VanCoughnett departed the meeting at 8:50 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 6 No 0 Motion: Carried Time: 9:04 p.m.

ADJOURNMENT

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

Yes 6 No 0 Motion: Carried Time: 9:05 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk