

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT  
ADAMS, NEW YORK 13605  
BOARD OF EDUCATION  
REGULAR MEETING, MARCH 10, 2021**

TRUSTEES PRESENT: Kenneth Bibbins (via telephone), Kelly Davis, Randy Jerome, James Juczak, Pamela Thomas, Justin VanCoughnett, Stephanie Widrick

TRUSTEES ABSENT: None

ALSO PRESENT: Scott B. Slater, Superintendent of Schools  
Lisa A. Parsons, Assistant Superintendent  
Cora Harvey, School Business Administrator  
Michelle L. Jaques, District Clerk

OTHERS PRESENT: <https://southjeff.webex.com/southjeff/j.php?MTID=m8cec066e7787c9bb9f6a1034e0d98bcb>

**CALL TO ORDER- PLEDGE OF ALLEGIANCE**

President Thomas called the regular meeting of the South Jefferson Central School District Board of Education to order at 6:01 p.m. in the Todd Dack Board Room in the Wilson Elementary School and led in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

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

Yes 6 No 0 Motion: Carried

**APPROVAL OF MINUTES**

A motion was made by Trustee Jerome and seconded by Trustee VanCoughnett to approve the Board of Education minutes of the regular meeting held on February 10, 2021.

Yes 6 No 0 Motion: Carried

A motion was made by Trustee Jerome and seconded by Trustee Davis to approve the Board of Education minutes of the special meeting held on March 5, 2021.

Yes 6 No 0 Motion: Carried

**PUBLIC FORUM**

No comments.

**FIRST DRAFT OF 2021-2022 BUDGET**

Superintendent Slater and School Business Administrator Harvey provided a first draft of the 2021-2022 budget. A PowerPoint presentation was viewed. Information included the district's mission; historical perspective; budget needs assessment and planning; snapshot of ways the district engages, challenges, and nurtures; non-instructional supports; health care considerations; revenues and expenses; the proposed budget; current status; and strategizing and staying forward. Discussion followed.

**APPROVAL OF LEGAL NOTICE**

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 authorize the district clerk to publish a legal notice announcing the budget, bus and library propositions, and Board member election as presented to the Board and announcing the public hearing to be held on Monday, May 10, 2021, at 6:00 p.m. and the district vote on Tuesday, May 18, 2021, between the hours of 12:00 p.m. and 9:00 p.m.

Yes 6 No 0 Motion: Carried

**APPROVAL OF PROPOSITIONS**

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

BE IT RESOLVED, by the Board of Education of the South Jefferson Central School District, as follows:

Section 1. The propositions hereinafter set forth are hereby authorized to be submitted for the approval of the qualified voters of the District on May 18, 2021, at the District's annual meeting and election.

Section 2. The District Clerk shall include notice of the propositions in substantially the following form in the legal notice required under Education Law § 2004, and may modify such legal notice as circumstances warrant:

AND FURTHER NOTICE IS HEREBY GIVEN, that at said Annual Budget Vote and Election to be held on May 18, 2021, the following propositions will be submitted:

PROPOSITION I- Purchase of School Buses

Shall the Board of Education purchase and finance six (6) student transport vehicles at an estimated cost not to exceed \$776,000, including necessary furnishings, fixtures and equipment and all other costs incidental thereto and to expend a total sum not to exceed \$776,000, which is estimated to be the total maximum cost thereof, and levy a tax for the foregoing in the amount of \$776,000, 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 \$776,000, and a tax is hereby voted to pay the interest on said obligations when due.

PROPOSITION II- Library Appropriation

Shall the following resolution be adopted, to-wit:

Resolved, that pursuant to Education Law, Section 259, the Board of Education of the South Jefferson Central School District is authorized to levy and collect an annual tax, year after year, separate and apart from the annual school district budget, for the additional amount of \$5,000 (above the current amount of \$15,000 for a new total amount of \$20,000) which shall be paid to the Rodman Public Library, for the support of maintenance of the libraries, with this appropriated amount to be the annual appropriation until thereafter modified by a future vote of the electors of the South Jefferson School District.

**APPROVAL OF PROPOSITIONS (Continued)**

Section 3. This resolution shall take effect immediately.

Yes 6 No 0 Motion: Carried

**2021-2022 CALENDAR APPROVAL**

The draft of the 2021-2022 school calendar 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 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 adopt the 187-day calendar for the 2021-2022 school year as presented to the Board.

Yes 6 No 0 Motion: Carried

**APPROVAL OF CONTRACT WITH PLAYON! SPORTS**

The contract with PlayOn! Sports to provide video to the Pixellot/PlayOn cloud infrastructures to then be displayed on various consumer products (websites, mobile apps, TV apps) was included in the Board packet and reviewed by the Board.

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 approve the contract with PlayOn! Sports as presented to the Board.

Yes 6 No 0 Motion: Carried

**APPROVAL OF CSE/CPSE RECOMMENDATIONS**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Jerome 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 #14986, 14465, 18153, 18062, 15419, 17600, 17601, 18099, 17701, and 17868.

Yes 6 No 0 Motion: Carried

**DISTRICT UPDATES/ITEMS OF INFORMATION**

A letter from the Mannsville-Manor staff regarding the budget was included in the Board packet and reviewed by the Board. Superintendent Slater provided an update regarding COVID-19, the district's plan to move forward, and post-COVID cardiac clearance for sports. Superintendent Slater also provided information regarding the Summer Recreation program, the upcoming musical *We the People*, and Spring and Fall II sports. Discussion followed.

**RETIREMENT- TEACHING ASSISTANT**

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 accept, with regret, the resignation for retirement request from Denise Bice from her position as Teaching Assistant effective July 1, 2021.

Yes 6 No 0 Motion: Carried

**RESIGNATION- AIDE**

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 the resignation request from Darcia Graves from her position as Aide effective February 27, 2021.

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 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 Victoria Green from her position as Two-Run Bus Driver effective March 20, 2021.

Yes 6 No 0 Motion: Carried

**RESIGNATION- COOK**

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 accept the resignation request from William Hatch from his position as Cook effective February 27, 2021.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- COOK**

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 appoint Karen Macklen from Food Service Helper to Cook (Civil Service: Cook) for 5.75 hours per day in the Clarke High School at her current rate of \$16.47 per hour effective March 8, 2021.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- FORMAL MENTOR**

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 appoint Brian Edgar as Formal Mentor effective February 2, 2021, through June 30, 2021, with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- 2020-2021 SPRING STUDENT TEACHER**

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 appoint Jesse LeClair as Spring Student Teacher at the Clarke Middle/High School effective March 2021 through May 2021.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- 2020-2021 FALL II COACHES**

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 the following as Fall II Coaches pending the memorandum of agreement with the South Jefferson Teachers’ Association effective for the 2020-2021 school year:

- Robert Ingerson* ..... JV Football
- Logan Whitmore*..... JV Assistant Football
- Kyle Peters*..... JV Boys Soccer
- Michelle Whitley* ..... JV Girls Soccer

Yes 6 No 0 Motion: Carried

**APPOINTMENT- 2020-2021 FALL II VOLUNTEER ASSISTANT COACH**

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 the following as Fall II Volunteer Assistant Coach effective for the 2020-2021 school year:

- Scott Comstock* .....Football

Yes 6 No 0 Motion: Carried

**APPROVAL OF TREASURER’S REPORT (1/21)**

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:

**APPROVAL OF TREASURER'S REPORT (1/21) (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the following Treasurer's Report for January 2021:

	<u>Ending Balance</u>
<b>GENERAL FUND</b>	
Checking WSB	\$861,286.50
Savings Chase	3,334,716.88
Savings NY Class	1,334,539.32
<b>FOOD SERVICES FUND</b>	
Checking WSB	217,161.72
<b>CAPITAL FUND</b>	
Savings Chase	100,150.49
Savings NY Class	8,334.34
<b>TRUST &amp; AGENCY</b>	
Scholar Savings WSB	25,904.66
Payroll Checking WSB	0.00
<b>GROUP BENEFITS</b>	
Health Checking WSB	1,814,174.44
Health Catalyst	0.00
Health Savings NY Class	686,134.43
Dental Checking WSB	204,504.00
Flex Spending WSB	129,616.67
<b>OTHER ACCOUNTS</b>	
Tax Collector- WSB	0.00
Tax Collector- WSB ACC	0.00
Extra-Curricular WSB	231,230.60

Yes 6 No 0 Motion: Carried

**SCHEDULE OF CHECKS WRITTEN INFORMATION**

The schedule of checks written for the month of January 2021 was included in the Board packet and reviewed by the Board.

**APPROVAL OF BUDGET REPORT**

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 budget report for January 2021.

Yes 6 No 0 Motion: Carried

**REVENUE REPORT INFORMATION**

The revenue report for the month of January 2021 was included in the Board packet and reviewed by the Board.

**APPROVAL OF HEALTH INSURANCE (1/21) RECAP**

The Health Insurance Report for January 2021 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 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 Health Insurance Report dated January 2021.

Yes 6 No 0 Motion: Carried

**APPROVAL OF HEALTH SERVICES FOR CARTHAGE PAROCHIAL STUDENTS**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Widrick 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 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**ACCEPT AG GRANT DONATION**

Information regarding a grant donation from the Cornell University in the amount of \$750 to purchase software for the Ag department was included in the Board packet and reviewed by the Board.

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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, with appreciation, the generous grant donation of \$750 from the Cornell University to be used to purchase software for the Ag department.

Yes 6 No 0 Motion: Carried

**EXECUTIVE SESSION**

A motion was made by Trustee Davis and seconded by Trustee Juczak to enter into Executive Session for the purposes of discussing the employment history of a particular person and contractual.

Yes 6 No 0 Motion: Carried Time: 7:25 p.m.

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

Yes 6 No 0 Motion: Carried Time: 8:03 p.m.

**ADJOURNMENT**

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

Yes 6 No 0 Motion: Carried Time: 8:04 p.m.

Respectfully submitted,

Michelle L. Jaques  
District Clerk