

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT  
ADAMS, NEW YORK 13605  
BOARD OF EDUCATION  
REGULAR MEETING, MARCH 24, 2021**

TRUSTEES PRESENT: Kenneth Bibbins, Kelly Davis, James Juczak (at 6:10 p.m.), Pamela Thomas, Justin VanCoughnett, Stephanie Widrick

TRUSTEES ABSENT: Randy Jerome

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: Debbie Kehoe, Universal Pre-Kindergarten Teacher  
<https://www.youtube.com/watch?v=8LNZR6N-q-k>

**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 6:02 p.m. in the Old Gym 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 Bibbins to approve the agenda.

Yes 5 No 0 Motion: Carried

**APPROVAL OF MINUTES**

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

Yes 5 No 0 Motion: Carried

**PUBLIC FORUM**

No comments.

**SECOND DRAFT OF 2021-2022 BUDGET**

Superintendent Slater and School Business Administrator Harvey provided a second draft of the 2021-2022 budget. Information included the budget hearing and election/vote; a summary of expenditures and revenues; three-part budget summary; and department requests. Discussion followed.

**ENTRANCE**

Trustee Juczak entered the meeting at 6:10 p.m. during the above information.

**APPROVAL OF DISTRICT-WIDE SAFETY PLAN PANDEMIC ADDENDUM**

A public hearing in regards to the District-Wide Safety Plan Pandemic Addendum was held on February 10, 2021, and posted on the district's website for more than thirty days for public comment. No comments were made.

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins 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 District-Wide School Safety Plan Pandemic Addendum as presented.

Yes 6 No 0 Motion: Carried

**APPROVAL OF FOREIGN EXCHANGE STUDENT PLACEMENT ORGANIZATIONS**

Information regarding hosting foreign exchange students and placement organizations 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 Widrick 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 Greenheart and Education First (EF) as foreign exchange student placement organizations as presented to the Board.

Yes 6 No 0 Motion: Carried

**APPROVAL OF CONTRACT WITH NEWSOLA, INC.**

The contract with Newsela, Inc. to provide content at differentiated consumption levels along with integrated assessments 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 Bibbins to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the contract with Newsela, Inc. 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 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 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 #17222, 16960, 17723, 18144, 18146, 15845, 16691, 17503, 17948, 18052, 17568, and 17993.

Yes 6 No 0 Motion: Carried

**DISTRICT UPDATES/ITEMS OF INFORMATION**

Information regarding the Jeff-Lewis School Boards Association Virtual Annual Meeting, COVID-19 vaccinations, estimated class size numbers for the upcoming school year, and body mass data 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, the upcoming North Country Family Health Center vaccination clinic, the Summer Recreation program, the Empty Bowls project, and 8<sup>th</sup> grade science classes' maple syrup project. Discussion followed.

**RETIREMENT- TEACHING ASSISTANT**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins 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 Audrey Voss from her position as Teaching Assistant effective June 30, 2021.

Yes 6 No 0 Motion: Carried

**RESIGNATION- SUB CLEANER**

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 Dan Patterson from his position as Sub Cleaner effective March 26, 2021.

Yes 6 No 0 Motion: Carried

**RESIGNATION- SUB CLEANER**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins 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 Daniel Elmer from his position as Sub Cleaner effective April 8, 2021.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- CLEANER**

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 appoint Angela Fowler as 12-month Cleaner (Civil Service: Cleaner) for 8 hours per day at the Clarke High School at a rate of \$12.50 per hour effective March 29, 2021.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins 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 to the instructional substitute list as presented to the Board and in accordance with the fingerprinting and background clearance requirements effective for the remainder of the 2020-2021 school year:

- Virginia Clemens*..... Private Trade School Cosmetology Certificate
- Molly Denny* .....BS, Psychology
- Olivia Hallett-Ebeling*..... BA, Biochemistry & Molecular Biology
- Antonia Marsala* ..... MS, Early Childhood
- Alphonse Renzi*.....BA, History
- Michaela Rounds*..... AA, Childhood Education (5/21)
- Megan Zarncke*..... AS, Sports Education

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 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 the following to the support staff substitute list as presented to the Board and as follows and in accordance with the fingerprinting, background clearance requirements, and SED requirements effective for the remainder of the 2020-2021 school year:

- Sheila Aubin*..... School Monitor
- Leslie Keefer*..... School Monitor
- Kevin LaFlesh*.....Cleaner
- Shane Thorp* .....Food Service Helper
- Dan Patterson* ..... Cleaner, eff. 3/31/21
- Daniel Elmer* ..... Cleaner, eff. 4/12/21

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 Bibbins 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 Volunteer Assistant Coach effective for the 2020-2021 school year:

- Steve Doe*..... Varsity X-Country

Yes 6 No 0 Motion: Carried

**APPROVAL OF TREASURER'S REPORT (2/21)**

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 following Treasurer's Report for February 2021:

	<u>Ending Balance</u>
<b>GENERAL FUND</b>	
Checking WSB	\$244,317.66
Savings Chase	4,374,164.98
Savings NY Class	1,334,610.76
<b>FOOD SERVICES FUND</b>	
Checking WSB	219,576.66
<b>CAPITAL FUND</b>	
Savings Chase	100,152.79
Savings NY Class	8,334.77
<b>TRUST &amp; AGENCY</b>	
Scholar Savings WSB	25,408.86
Payroll Checking WSB	0.00
<b>GROUP BENEFITS</b>	
Health Checking WSB	2,037,229.78
Health Catalyst	0.00
Health Savings NY Class	686,171.15
Dental Checking WSB	207,743.49
Flex Spending WSB	114,813.22
<b>OTHER ACCOUNTS</b>	
Tax Collector- WSB	0.00
Tax Collector- WSB ACC	0.00
Extra-Curricular WSB	230,355.95

Yes 6 No 0 Motion: Carried

**SCHEDULE OF CHECKS WRITTEN INFORMATION**

The schedule of checks written for the month of February 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 VanCoughnett and seconded by Trustee Bibbins 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 February 2021.

**APPROVAL OF BUDGET REPORT (Continued)**

Yes 6 No 0 Motion: Carried

**REVENUE REPORT INFORMATION**

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

**APPROVAL OF HEALTH INSURANCE (2/21) RECAP**

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

Yes 6 No 0 Motion: Carried

**APPROVAL OF BOCES SERVICES- MADISON-ONEIDA BOCES**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins 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 services from the Madison-Oneida BOCES for the 2021-2022 school year

Yes 6 No 0 Motion: Carried

**APPROVAL OF BOCES SERVICES- MORIC**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins 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 services from the Madison-Oneida Regional Information Center (MORIC) for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

**APPROVAL OF SIEMENS CONTRACT**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the two-year contract with Siemens Industry Inc. from April 1, 2021, through March 31, 2023, for HVAC control services, technical support services, and equipment maintenance as presented to the Board.

Yes 6 No 0 Motion: Carried

**DEPARTURE**

Debbie Kehoe departed the meeting at 6:47 p.m.

**EXECUTIVE SESSION**

A motion was made by Trustee Bibbins and seconded by Trustee Davis to enter into Executive Session for the purposes of discussing the employment history of particular persons.

Yes 6 No 0 Motion: Carried Time: 6:48 p.m.

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

Yes 6 No 0 Motion: Carried Time: 7:07 p.m.

**ADJOURNMENT**

A motion was made by Trustee Bibbins and seconded by Trustee Widrick to adjourn the meeting.

Yes 6 No 0 Motion: Carried Time: 7:08 p.m.

Respectfully submitted,

Michelle L. Jaques  
District Clerk