

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION
REGULAR MEETING, MAY 5, 2021**

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

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: Britney Liermann, Brenda Kellogg, Melissa Roberts
<https://www.youtube.com/watch?v=S271vFkzUqg>

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 6:00 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 VanCoughnett and seconded by Trustee Davis to approve the agenda.

Yes 7 No 0 Motion: Carried

APPROVAL OF MINUTES

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 April 21, 2021.

Yes 7 No 0 Motion: Carried

PUBLIC FORUM

No comments.

APPROVAL OF 2020-2021 SCHOOL YEAR CALENDAR CHANGE

Superintendent Slater reviewed with the Board the calendar change recommendations for the months of May and June 2021 for five-day, in-person instruction for students and the use of two unused emergency/snow days. The District will be closed Friday, May 28 to extend the Memorial Day holiday and Friday, June 18 in honor of Juneteenth. The District has two approved calendars: a five-day, in-person instruction calendar and a Middle/High School calendar. Discussion followed.

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 calendars for May and June 2021 as presented to the Board.

Yes 7 No 0 Motion: Carried

APPROVAL OF 2021-2022 INDEPENDENT ATHLETE

A request from the Sackets Harbor Central School District for one student to participate independently with the South Jefferson Wrestling Team as an independent wrestler for the 2021-2022 season 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 Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby grant permission for one Sackets Harbor student to participate as an independent wrestler with the South Jefferson Wrestling Team for the 2021-2022 season as presented at no cost from the District's school budget.

Yes 7 No 0 Motion: Carried

APPROVAL OF CSE/CPSE RECOMMENDATIONS

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 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 #17633, 16010, 17287, 14822, 17730, and 17955.

Yes 7 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

Superintendent Slater provided information regarding COVID-19 and the Reopening 2.0 Plan for the return to five days a week for students. Information titled Indicators of Community Transmission was distributed and reviewed. Discussion followed. Jeff-Lewis School Boards Association annual meeting information, Jeff-Lewis BOCES administrative budget vote and election information, the 2021-2022 district budget newsletter, and the Empty Bowl Project flyer were included in the Board packet and reviewed by the Board.

RESIGNATION- CLEANER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Jerome 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 accept the resignation request from Angela Fowler from her position as Cleaner effective April 22, 2021.

Yes 7 No 0 Motion: Carried

CHANGE IN LEAVE OF ABSENCE RETURN DATE

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:

CHANGE IN LEAVE OF ABSENCE RETURN DATE (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the change in leave of absence return date request from Brittney Ritz from her position as Aide from June 30, 2021, to May 6, 2021.

Yes 7 No 0 Motion: Carried

APPOINTMENT- FROM PART-TIME COOK TO FULL-TIME COOK

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Davis 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 change in appointment for Nicole England from Part-Time to Full-Time Cook for 7 hours per day at the High School effective May 10, 2021, at her current pay rate.

Yes 7 No 0 Motion: Carried

APPOINTMENT- CARE COORDINATOR

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 Molly Ryan as Care Coordinator from the Jefferson County Children’s Home effective May 2021 through June 2021.

Yes 7 No 0 Motion: Carried

APPOINTMENTS- MAY 18, 2021, SCHOOL BUDGET VOTE/ELECTION PERSONNEL

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 appoint the following for the May 18, 2021, school budget vote and election and authorize the District Clerk to appoint substitutes as needed:

- Kerrie Hosley*..... Election Chairperson/Chief Election Inspector/ Assistant Clerk, \$38/hour
- Brittany Stinson*..... Election Inspector/ Assistant Clerk, \$20/hour
- Shelli Carlberg*..... Election Inspector/ Assistant Clerk, \$20/hour
- Tanya Carpenter*..... Election Inspector/ Assistant Clerk, \$20/ hour
- Michelle Jaques*..... Election Inspector, \$20/hour

Yes 7 No 0 Motion: Carried

APPOINTMENT- 2020-2021 LIFEGUARD

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Davis 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 appoint Natalie Johnson as Lifeguard effective for the 2020-2021 school year with a salary according to the lifeguard pay scale.

APPOINTMENT- 2020-2021 LIFEGUARD (Continued)

Yes 7 No 0 Motion: Carried

APPOINTMENT- 2020-2021 SPRING 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 Gary Clark as JV Baseball Coach per the memorandum of agreement with the South Jefferson Teachers' Association effective for the 2020-2021 spring season.

Yes 7 No 0 Motion: Carried

APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Davis 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 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:

- Heather Bailey* BA, Early Childhood/Childhood Ed (5/21)
- Taylor Hamilton* BA, Early Childhood/Childhood Ed (5/21)
- Joseph Kealy* BS, Biochemistry (5/22)
- Alyssa Stevenson* BS, Health Science (5/23)
- Ethan Stinson* BA, Cinema & Screen Studies/Journalism (5/23)

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 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 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:

- Ryan Barney* Cleaner
- Nicole Carr* School Monitor
- Taylor Hamilton* School Monitor
- Kevin LaFlesh* School Monitor
- Alyssa Stevenson* School Monitor

Yes 7 No 0 Motion: Carried

APPROVAL OF TREASURER'S REPORT (3/21)

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 (3/21) (Continued)

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

	<u>Ending Balance</u>
GENERAL FUND	
Checking WSB	\$156,627.78
Savings Chase	9,476,316.68
Savings NY Class	2,334,664.38
 FOOD SERVICES FUND	
Checking WSB	223,504.08
 CAPITAL FUND	
Savings Chase	100,155.34
Savings NY Class	8,335.08
 TRUST & AGENCY	
Scholar Savings WSB	23,246.31
Payroll Checking WSB	0.00
 GROUP BENEFITS	
Health Checking WSB	1,182,308.92
Health Catalyst	0.00
Health Savings NY Class	1,686,224.58
Dental Checking WSB	207,879.76
Flex Spending WSB	94,944.85
 OTHER ACCOUNTS	
Tax Collector- WSB	0.00
Tax Collector- WSB ACC	0.00
Extra-Curricular WSB	226,785.59

Yes 7 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of March 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 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 approve the budget report for March 2021.

Yes 7 No 0 Motion: Carried

REVENUE REPORT INFORMATION

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

APPROVAL OF HEALTH INSURANCE (3/21) RECAP

The Health Insurance Report for March 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 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 approve the Health Insurance Report dated March 2021.

Yes 7 No 0 Motion: Carried

APPROVAL OF MORIC MULTI-YEAR- INSTRUCTIONAL TECHNOLOGY SERVICES

Multi-year information used to purchase instructional technology services through the Madison-Oneida BOCES 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:

WHEREAS, the Board of Education of the South Jefferson Central School District desires to enter into a 5 year contract with the Madison-Oneida BOCES in order for the Regional Information Center to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being: CoSer 505-6360 Instructional Technology Services.

NOW, THEREFORE, it is

RESOLVED, that the Board of Education of the South Jefferson Central School District agrees to enter into a contract with the Madison-Oneida BOCES for the provision of said services to the District not to exceed \$233,067.80 plus related borrowing fees, plus yearly Regional Information Center support during the term of this contract, finalized by the Superintendent, subject to the approval of the Commissioner of Education, for a period of 5 year(s); 2021-22, 2022-23, 2023-24, 2024-25, 2025-26.

Yes 7 No 0 Motion: Carried

APPROVAL OF MORIC MULTI-YEAR- ADMINISTRATIVE COMPUTER SERVICES

Multi-year information used to purchase administrative computer services through the Madison-Oneida BOCES 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 Davis to adopt the following resolution:

WHEREAS, the Board of Education of the South Jefferson Central School District desires to enter into a 5 year contract with the Madison-Oneida BOCES in order for the Regional Information Center to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being: CoSer 602-7710 Administrative Computer Services.

**APPROVAL OF MORIC MULTI-YEAR- ADMINISTRATIVE COMPUTER SERVICES
(Continued)**

NOW, THEREFORE, it is

RESOLVED, that the Board of Education of the South Jefferson Central School District agrees to enter into a contract with the Madison-Oneida BOCES for the provision of said services to the District not to exceed \$228,286.00 plus related borrowing fees, plus yearly Regional Information Center support during the term of this contract, finalized by the Superintendent, subject to the approval of the Commissioner of Education, for a period of 5 year(s); 2021-22, 2022-23, 2023-24, 2024-25, 2025-26.

Yes 7 No 0 Motion: Carried

APPROVAL OF COVID-19 VACCINATION LEAVE RESOLUTION

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:

WHEREAS, Governor Andrew M. Cuomo signed legislation (S.2588-A/A.3354-B) granting public employees time off to receive the COVID-19 vaccination. Under this new law, employees will be granted up to four hours of excused leave per injection that will not be charged against any other leave the employee has earned or accrued; and

WHEREAS, the administration has entered into Memoranda of Agreement with collective bargaining units in the District relative to the ability to utilize paid leave for purpose of obtaining the COVID-19 vaccination; and

WHEREAS, the District wishes to ensure that non-unionized employees are able to receive benefits relative to paid leave in connection with obtaining the COVID-10 vaccination in the same manner as unionized employees.

NOW THEREFORE, it is **RESOLVED**:

1. Non-unionized employees will receive paid leave for COVID-19 vaccination consistent with applicable laws. Employees will be required to fill out a Leave Request Form For COVID-19 vaccination, and must submit the completed form or a copy of the vaccination verification record to Jessica Bast, Payroll Clerk, in order to be credited for the COVID-19 vaccination leave time.
2. For employees who have taken leave time to receive a COVID-19 vaccination prior to the effective date of the New York State legislation (S.2588-A/A.3354-B), sick leave will be retroactively credited to the employee after the member completes and submits the Leave Request Form For COVID-19 Vaccination.
3. This resolution shall not set a practice or precedent and only applies to the COVID-19 vaccination(s).

Yes 7 No 0 Motion: Carried

THREE-PART BUDGET SUMMARY

The final draft of the three-part budget summary for the 2021-2022 proposed budget was included in the Board packet and reviewed by the Board. Discussion followed.

APPROVAL OF REVISED BUDGET NOTICE

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 revised six-day budget notice for the 2021-2022 proposed budget as presented to the Board.

Yes 7 No 0 Motion: Carried

APPROVAL OF REVISED 2019-2020 SINGLE AUDIT CORRECTION ACTION PLAN

The revised 2019-2020 single audit corrective action plan which 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 Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the revised single audit corrective action plan for the fiscal year ending June 30, 2020, as presented to the Board.

Yes 7 No 0 Motion: Carried

DEPARTURES

Britney Liermann, Brenda Kellogg, and Melissa Roberts departed the meeting at 6:27 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 7 No 0 Motion: Carried Time: 6:28 p.m.

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

Yes 7 No 0 Motion: Carried Time: 6:44 p.m.

ADJOURNMENT

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

Yes 7 No 0 Motion: Carried Time: 6:45 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk