

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT  
ADAMS, NEW YORK 13605  
BOARD OF EDUCATION  
REGULAR MEETING, SEPTEMBER 9, 2020**

TRUSTEES PRESENT: Kenneth Bibbins, Todd Dack (via telephone), Kelly Davis, Randy Jerome, 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://www.youtube.com/watch?v=DUJleFMJkfA>

**CALL TO ORDER- PLEDGE OF ALLEGIANCE**

Vice 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 Board of Education 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 Bibbins to approve the agenda as amended.

Yes 6 No 0 Motion: Carried

**APPROVAL OF MINUTES**

A motion was made by Trustee VanCoughnett and seconded by Trustee Jerome to approve the Board of Education minutes of the regular meeting held on August 26, 2020.

Yes 6 No 0 Motion: Carried

**PUBLIC FORUM**

No comments.

**APPROVAL OF BOE MEETING CHANGES**

Proposed changes to the November 2020 and April 2021 Board of Education meetings were included in the Board packet and reviewed by the Board. Changes included November 11 to November 18 due to the Veteran's Day observance and April 7 and April 21 to April 14 and April 28 due to spring recess. Discussion followed.

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 proposed Board of Education meeting changes for November 2020 and April 2021 as presented.

**APPROVAL OF BOE MEETING CHANGES (Continued)**

Yes 6 No 0 Motion: Carried

**APPROVAL OF THE TECH TAKE HOME PROTECTION PLAN**

The Tech Take Home Protection Plan for the 2020-2021 school year 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 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 Tech Take Home Protection Plan for the 2020-2021 school year as presented.

Yes 6 No 0 Motion: Carried

**ACCEPT SCHOOL SUPPLIES DONATION**

Information regarding the donation of school supplies for the elementary buildings 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 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 accept with appreciation the school supplies donation to the elementary buildings.

Yes 6 No 0 Motion: Carried

**APPROVAL OF PAROCHIAL TRANSPORTATION REQUESTS**

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 approve the transportation requests from parents/guardians of five (5) students for student transportation to and from parochial schools for the 2020-2021 school year as presented to the Board.

Yes 6 No 0 Motion: Carried

**HOMESCHOOLING LIST ACKNOWLEDGEMENT**

The Board acknowledged the homeschooling requests from eight (8) families to homeschool their children for the 2020-2021 school year.

**APPROVAL OF CSE/CPSE RECOMMENDATIONS**

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

**APPROVAL OF CSE/CPSE RECOMMENDATIONS (Continued)**

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 #12271, 14527, 18091, 17340, 17720, 16677, 15775, 17873, 17218, 17194, 17195, 17197, 17212, 16633, 17339, 17628, 16759, 17432, 17861, 17716, 17816, 17776, 17421, 17766, 17587, 17802, 17823, 17680, 14723, 16906, 17969, 17970, 18062, 17430, 16672, 16383, 14465, 16960, 12362, 18094, 18095, and 18064.

Yes 6 No 0 Motion: Carried

**DISTRICT UPDATES/ITEMS OF INFORMATION**

Superintendent Slater thanked the residents of Shirley Drive for providing cookies to district employees. Superintendent Slater provided an update regarding the conflicting policies resolution, CSEA support staff work schedules, and interscholastic athletics. Section III athletics is currently asking districts to vote regarding the start of interscholastic athletics amid the COVID pandemic. Discussion followed.

**RETIREMENT- CHILD & FAMILY ADVOCATE/SCHOOL COUNSELING ASSISTANT**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins 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 with regret the resignation for retirement request from Michael Green from his position as Child & Family Advocate/School Counseling Assistant effective October 1, 2020.

Yes 6 No 0 Motion: Carried

**CHANGE IN RETIREMENT DATE- TRANSPORTATION AIDE**

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 change in retirement date request from Donna Beutel from her position as Transportation Aide from September 15, 2020, to October 15, 2020.

Yes 6 No 0 Motion: Carried

**RESIGNATION- RN**

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 accept the resignation request from Melinda Casselmon from her position as RN effective August 29, 2020.

Yes 6 No 0 Motion: Carried

**RESIGNATION- CUSTODIAN**

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:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the resignation request from Charles Salisbury from his position as Custodian effective September 2, 2020.

Yes 6 No 0 Motion: Carried

**RESIGNATION- AIDE**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins 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 accept the resignation request from Patricia Race from her position as Aide effective September 19, 2020.

Yes 6 No 0 Motion: Carried

**CHANGE IN APPOINTMENT- AGRICULTURE TEACHER**

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 change the appointment date for Melissa Fregoe-Cronk as 1.0 FTE Agriculture Teacher with a three-year probationary appointment from September 1, 2020, to September 28, 2020.

Yes 6 No 0 Motion: Carried

**CHANGE IN APPOINTMENT- TYPIST**

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 change the permanent appointment date for Sandra Mills as Typist from February 25, 2020, to February 27, 2020.

Yes 6 No 0 Motion: Carried

**CHANGE IN APPOINTMENT- 1:1 LPN**

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 change the appointment for Jolene Klaas as 1:1 LPN from three days per week to two days per week effective September 8, 2020.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- RN**

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 appoint Anna Blount as RN at the Mannsville Elementary Building effective September 10, 2020, at a rate of \$22.01 per hour.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- SCHOOL FOOD SERVICE DIRECTOR I**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins 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 permanently appoint Cassandra Morse as School Food Service Director I effective September 10, 2020, at a rate of \$21.68 per hour.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- SENIOR CUSTODIAN**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 permanently appoint Lena Kellogg as Senior Custodian at the Mannsville Elementary Building effective September 10, 2020.

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 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 Kelsey Switzer as Two-Run Bus Driver effective September 10, 2020, at a rate of \$16.54 per hour.

Yes 6 No 0 Motion: Carried

**APPOINTMENT - INTERN**

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 Natalie Ramsdell as School Social Worker Intern effective for the 2020-2021 school year.

Yes 6 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 Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the reappointments of substitutes/retirees from the 2019-2020 school year to 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 2020-2021 school year:

*Cathy Shelmidine* ..... Certified, Special Education  
*Cassy Wharram* ..... Uncertified, AAS, Web Development/Info Design; Mechanical Tech

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 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 approve the reappointments of substitutes/retirees from the 2019-2020 school year 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 2020-2021 school year:

*Cassy Wharram* ..... school monitor  
*Andrea West* ..... school monitor  
*Mary Carley* ..... transportation monitor  
*Bill Dean* ..... cleaner  
*Kendra Kehoe* ..... school monitor  
*Patricia Race* ..... school monitor

Yes 6 No 0 Motion: Carried

**DENTAL REPORT INFORMATION**

Dental report information for the 2019-2020 school year which included rates for the 2020-2021 school year 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 Bibbins to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the dental report for the 2019-2020 school year with rates remaining the same for the 2020-2021 school year as presented to the Board.

Yes 6 No 0 Motion: Carried

**ADJOURNMENT**

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

Yes 6 No 0 Motion: Carried Time: 6:47 p.m.

Respectfully submitted,

Michelle L. Jaques  
District Clerk