

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT  
ADAMS, NEW YORK 13605  
BOARD OF EDUCATION  
REORGANIZATIONAL/REGULAR MEETING, JULY 8, 2019**

TRUSTEES PRESENT: Todd Dack, Kelly Davis, Randy Jerome, Pamela Thomas, Justin VanCoughnett

TRUSTEES ABSENT: Erin Gardner, James Juczak

ALSO PRESENT: Mary Beth Denny, Superintendent of Schools  
Scott Slater, Assistant Superintendent for Programs  
Cora Harvey, School Business Administrator  
Michelle L. Jaques, District Clerk

ALSO PRESENT: Lisa Parsons, High School Assistant Principal  
Mia Buckingham, Student

**CALL TO ORDER**

Trustee Dack called the annual reorganizational meeting of the South Jefferson Central School District Board of Education to order at 5:00 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.

**PUBLIC FORUM**

No comments.

**OATH OF OFFICE FOR ELECTED BOARD MEMBER**

District Clerk Jaques will administer the Oath of Office to elected Board member, Erin Gardner, when it is practical.

**NOMINATION FOR PRESIDENT**

District Clerk Jaques announced that nominations were in order to elect the President of the Board of Education for the 2019-2020 school year. Motion by Trustee Thomas, second by Trustee Davis to nominate Trustee Dack as President of the Board of Education for the 2019-2020 school year.

**ELECTION- BOARD PRESIDENT**

There being no further nominations, the nominations were closed, and the vote was taken. The vote for Trustee Dack was as follows:

Yes 5 No 0 Motion: Carried

Trustee Dack was elected as the Board of Education President for the 2019-2020 school year and was administered the Oath of Office.

**NOMINATION FOR VICE PRESIDENT**

District Clerk Jaques announced that nominations were in order to elect the Vice President of the Board of Education for the 2019-2020 school year. Motion by Trustee VanCoughnett, second by Trustee Davis to nominate Trustee Thomas as Vice President of the Board of Education for the 2019-2020 school year.

**ELECTION- BOARD VICE PRESIDENT**

There being no further nominations, the nominations were closed, and the vote was taken. The vote for Trustee Thomas was as follows:

Yes 5 No 0 Motion: Carried

Trustee Thomas was elected as the Board of Education Vice President for the 2019-2020 school year and was administered the Oath of Office.

District Clerk Jaques turned the meeting over to President Dack.

**APPROVAL OF AGENDA FOR REORGANIZATIONAL MEETING**

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 reorganizational meeting agenda.

Yes 5 No 0 Motion: Carried

**DISTRICT CLERK APPOINTED**

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 appoint Michelle Jaques as District Clerk for the 2019-2020 school year at an annual stipend of \$4,841.

Yes 5 No 0 Motion: Carried

**ACTING DISTRICT CLERK APPOINTED**

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 Mary Beth Denny as the Acting District Clerk effective July 1, 2019, through July 31, 2019, and Scott Slater as Acting District Clerk effective August 1, 2019, through June 30, 2020, in the absence of District Clerk Jaques.

Yes 5 No 0 Motion: Carried

**DISTRICT TREASURER APPOINTED**

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 Cora Harvey as District Treasurer for the 2019-2020 school year at an annual stipend of \$1,638.

Yes 5 No 0 Motion: Carried

**DEPUTY TREASURER APPOINTED**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas 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 Kerrie S. Hosley as Deputy Treasurer for the 2019-2020 school year at an annual stipend of \$1,559.

Yes 5 No 0 Motion: Carried

(The Oaths of Office will be administered to the above officers as soon as it is practical.)

**EXTERNAL AUDITOR APPOINTED**

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 Robert F. Stackel CPA, PC as External Auditor for the 2019-2020 school year and for the year ended June 30, 2019, at a rate of \$14,000 per year.

Yes 5 No 0 Motion: Carried

**INTERNAL AUDITOR APPOINTED**

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 Bowers & Company, CPAs, PLLC as Internal Auditor for the 2019-2020 school year at a rate of \$7,200 per year maximum.

Yes 5 No 0 Motion: Carried

**CLAIMS AUDITOR APPOINTED**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas 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 Tanya Carpenter as Claims Auditor for the 2019-2020 school year at a rate of \$21.44 per hour.

Yes 5 No 0 Motion: Carried

**CLAIMS AUDITOR BACKUP APPOINTED**

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 Brittany Stinson as Claims Auditor Backup for the 2019-2020 school year at a rate of \$14.55 per hour.

**CLAIMS AUDITOR BACKUP APPOINTED (Continued)**

Yes 5 No 0 Motion: Carried

(The Oaths of Office will be administered to the above officers as soon as it is practical.)

**CENTRAL CLASSROOM TREASURER APPOINTED**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 appoint Heather Ondrasek as Central Classroom Treasurer of the Extra-Classroom Activity Funds for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**FACULTY AUDITOR APPOINTED**

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 Kerrie S. Hosley as Faculty Auditor of the Extra-Classroom Activity Funds for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**AUDIT COMMITTEE APPOINTED**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint The Board of Education as the Audit Committee for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**CHIEF FACULTY COUNSELORS APPOINTED**

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 Jeffrey Ginger, Jon Christopher, Jim Pelton, and Rebecca Dalrymple as Chief Faculty Counselors for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**SCHOOL PHYSICIAN APPOINTED**

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

**SCHOOL PHYSICIAN APPOINTED (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Dr. Joseph Gianfagna as the School Physician for the 2019-2020 school year at a rate of \$850/month.

Yes 5 No 0 Motion: Carried

**SCHOOL ATTORNEY APPOINTED**

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 law firm of Ferrara Fiorenza PC as the School Attorney for the 2019-2020 school year at a rate of \$2,400/month.

Yes 5 No 0 Motion: Carried

**ATTENDANCE SUPERVISORS APPOINTED**

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 LouAnn Gleason and Cora Harvey as attendance supervisors for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**RECORDS ACCESS/MANAGEMENT OFFICER APPOINTED**

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 Mary Beth Denny as Records Access/Management Officer effective July 1, 2019, through July 31, 2019, and Scott Slater as Records Access/Management Officer effective August 1, 2019, through June 30, 2020.

Yes 5 No 0 Motion: Carried

**TITLE IX COMPLIANCE OFFICER/ADA COMPLIANCE APPOINTED**

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 Mary Beth Denny as Title IX Compliance Officer/ADA Compliance effective July 1, 2019, through July 31, 2019, and Scott Slater as Title IX Compliance Officer/ADA Compliance effective August 1, 2019, through June 30, 2020.

Yes 5 No 0 Motion: Carried

**DISTRICT LIAISON FOR THE EDUCATION OF HOMELESS CHILDREN & YOUTH/504 APPOINTED**

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 appoint Jim Pelton as District Liaison for the Education of Homeless Children and Youth/504 for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**MEDICAID COMPLIANCE OFFICER APPOINTED**

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 Sarah O'Yong as Medicaid Compliance Officer for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**INSURANCE CONSULTANTS APPOINTED**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 appoint Haylor, Freyer & Coon, Inc. as Insurance Consultants for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**HEALTH/DENTAL PLANS ADMINISTRATORS APPOINTED**

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 MVP and Ameritas as Administrators of the health and dental plans for the 2019-2020 school year, at \$38.75 per person/per month for medical and \$3.95 per person/per month for dental.

Yes 5 No 0 Motion: Carried

**2019-2020 CSE/CPSE APPOINTMENTS**

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 appoint the following people to the Committee on Pre-School Special Education, the Committee on Special Education, the 504 Multi-Disciplinary Team, and the CSE Sub-

**2019-2020 CSE/CPSE APPOINTMENTS (Continued)**

Committee for the 2019-2020 school year and to approve the meeting schedules as presented to the Board:

**Committee on Preschool Special Education:**

Sarah O'Yong ..... District Representative/CPSE Chairperson  
 TBA.....School Psychologist/ Alternate CPSE Chairperson  
 Anthony Gianfagna ..... Assistant Principal/ Alternate CPSE Chairperson  
 JoAnne Rhode.....Parent Representative  
 Lynn Amell .....Parent Representative  
 Parent(s) of the Child  
 Early Intervention Service Provider ..... Appropriate Representative  
 Special Education Service Provider/ Teacher ..... Appropriate Representative  
 Ljuba Cvetkovic or Mary Van Brocklin ..... Jeff Co Representative (not needed for quorum)  
 Regular Education Service Provider/ Teacher ..... Appropriate Representative

**CPSE Meetings:**

July 18	August 15	September 19	October 3	October 17	November 7
November 21	December 5	December 19	January 9	January 31	February 13
February 27	March 12	March 26	April 7 (AR)	April 9	April 22 (AR)
April 23	May 7	May 21	June 4	June 16	

**Committee on Special Education:**

Sarah O'Yong ..... CSE Chairperson/LEA Representative  
 TBA..... School Psychologist/ Alternate CSE Chairperson  
 Anthony Gianfagna ..... Assistant Principal/ Alternate CSE Chairperson  
 Lynn Amell .....Parent Representative  
 JoAnne Rhode.....Parent Representative  
 Dr. Joseph Gianfagna.....School Physician  
 Special Education Teacher ..... Appropriate Grade Level/Subject Area  
 Regular Education Teacher..... Appropriate Grade Level  
 Parent(s) of Student  
 Student..... When Appropriate

**CSE Regular Meetings:**

July 18	August 15	September 19	October 3	October 17	November 7
November 21	December 5	December 19	January 9	January 31	February 13
February 27	March 12	March 26	April 9	April 23	May 7
May 21	June 4	June 16			

**504 Multi-Disciplinary Team Members:**

(Team members included as appropriate)  
 School Psychologist  
 Director of Special Education/ Chairperson  
 Speech and Language Teacher  
 Regular Education Teacher  
 Special Education Teacher  
 Reading Specialist  
 Guidance Counselor

**2019-2020 CSE/CPSE APPOINTMENTS (Continued)**

Building Principal

***CSE Sub-Committee:***

Parent(s) of student/student

Regular Education Teacher..... Appropriate Grade Level

Special Education Teacher ..... Appropriate grade level/LEA Representative

Sarah O'Yong.....LEA Representative/ Alternate Special Education Teacher

TBA..... School Psychologist/ Alternate LEA Representative

- Tenured and Certified Special Education Teachers may serve as Sub-Committee Chairpersons as appropriate and after training with the CSE Chairperson.

***Designation of Professional Employees for IEP Implementation:***

All current special education teachers

School psychologists

Yes 5 No Motion: Carried

**CHEMICAL HYGIENE DESIGNEE APPOINTED**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 appoint Heather Stevens to the position of Chemical Hygiene Designee for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**ASBESTOS HAZARD EMERGENCY RESPONSE ACT (AHERA) DESIGNEE APPOINTED**

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 David Hatchell to the position of Asbestos Hazard Emergency Response Act (AHERA) Designee for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**SAFETY OFFICER APPOINTED**

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 appoint David Hatchell to the position of Safety Officer for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried



**DIGNITY ACT COORDINATOR APPOINTED**

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 Anthony Gianfagna to the position of Dignity Act Coordinator for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**DATA PRIVACY SECURITY OFFICER APPOINTED**

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 Lisa Parsons to the position of Data Privacy Security Officer for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**LEAD ADMINISTRATOR FOR HEALTH APPOINTED**

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 Jim Pelton to the position of Lead Administrator for Health for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**LEAD ADMINISTRATOR FOR PE & ATHLETICS APPOINTED**

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 Lisa Parsons to the position of Lead Administrator for PE & Athletics for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**SCHOOL LUNCH FEDERAL CHILD NUTRITION PROGRAM REVIEWING OFFICIAL APPOINTED**

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 Shelli Carlberg to the position of School Lunch Federal Child Nutrition Program Reviewing Official for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**SCHOOL LUNCH FEDERAL CHILD NUTRITION PROGRAM HEARING OFFICIAL APPOINTED**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 appoint Mary Beth Denny to the position of School Lunch Federal Child Nutrition Program Hearing Official effective July 1, 2019, through July 31, 2019, and Scott Slater as School Lunch Federal Child Nutrition Program Hearing Official effective August 1, 2019, through June 30, 2020.

Yes 5 No 0 Motion: Carried

**SCHOOL LUNCH FEDERAL CHILD NUTRITION PROGRAM VERIFICATION OFFICIAL APPOINTED**

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 appoint Cassandra Morse to the position of School Lunch Federal Child Nutrition Program Verification Official for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**AUTHORIZATION- STATE AND FEDERAL GRANT ADMINISTRATOR**

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 authorize Mary Beth Denny as State and Federal Grant Administrator effective July 1, 2019, through July 31, 2019, and Scott Slater as State and Federal Grant Administrator effective August 1, 2019, through June 30, 2020.

Yes 5 No 0 Motion: Carried

**AUTHORIZATION- BUDGET TRANSFERS**

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 authorize Mary Beth Denny to approve budget transfers (not to exceed \$25,000) effective July 1, 2019, through July 31, 2019, and Scott Slater to approve budget transfers (not to exceed \$25,000) effective August 1, 2019, through June 30, 2020.

Yes 5 No 0 Motion: Carried

**AUTHORIZATION- ATTENDANCE APPROVAL AT PROFESSIONAL DEVELOPMENT AND CONFERENCES**

A motion was made by Trustee Thomas and seconded by Trustee Jerome to adopt the following resolution:

**AUTHORIZATION- ATTENDANCE APPROVAL AT PROFESSIONAL DEVELOPMENT AND CONFERENCES (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby authorize Mary Beth Denny to approve attendance at professional development and conferences effective July 1, 2019, through July 31, 2019, and Scott Slater to approve attendance at professional development and conferences effective August 1, 2019, through June 30, 2020.

Yes 5 No 0 Motion: Carried

**AUTHORIZATION- BONDING OF ALL PERSONNEL RESPONSIBLE FOR HANDLING DISTRICT MONIES**

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 authorize that all personnel responsible for handling district monies be bonded under a blanket insurance bond.

Yes 5 No 0 Motion: Carried

**AUTHORIZATION- ESTABLISHMENT OF PETTY CASH FUNDS**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby authorize the continuation of five (5) petty cash funds of \$100 each with the Building Administrator and the Superintendent of Schools each being responsible for one fund.

Yes 5 No 0 Motion: Carried

**AUTHORIZATION- MILEAGE REIMBURSEMENT RATE ESTABLISHED**

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 establish the official mileage reimbursement rate for the district during the 2019-2020 school year at the federal reimbursement rate as of July 1, 2019 of 0.58 per mile.

Yes 5 No 0 Motion: Carried

**AUTHORIZATION- READOPTION OF ALL POLICIES, CODE OF ETHICS**

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:

By the virtue of the legislative authority vested in the South Jefferson Central School District Board of Education, we hereby order the adoption of this Policy Manual for the District in effect on June 30, 2019.

**AUTHORIZATION- READOPTION OF ALL POLICIES, CODE OF ETHICS (Continued)**

The precepts in the Foreword, Philosophy Statement, and Statement of District Goals and Objectives are hereby approved and ordered incorporated into the Policy Manual adopted by the Board as a part thereof.

These policies shall supersede all previous policies adopted by the Board of Education which are hereby revoked and rendered null and void.

The right to amend or revoke these current policies at any time is reserved to the Board of Education of the South Jefferson Central School District.

Yes 5 No 0 Motion: Carried

**PURCHASING AGENT DESIGNATED**

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 designate Mary Beth Denny as Purchasing Agent effective July 1, 2019, through July 31, 2019, and Scott Slater as Purchasing Agent effective August 1, 2019, through June 30, 2020.

Yes 5 No 0 Motion: Carried

**JEFF-LEWIS SCHOOL BOARDS' ASSOCIATION EXECUTIVE COMMITTEE REPRESENTATIVE AND ALTERNATE DESIGNATED**

A motion was made by Trustee VanCoughnett 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 designate Trustee Dack and Trustee Davis to be this Board's representative and alternate on the Jeff-Lewis School Boards' Association Executive Committee for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**NYSSBA AND JLSBA LEGISLATIVE LIAISON DESIGNATED**

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 designate Trustee Thomas to be this Board's legislative liaison for the Jefferson-Lewis School Boards' Association and the New York State School Boards' Association for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**BOCES OCCUPATIONAL EDUCATION ADVISORY COMMITTEE DESIGNATED**

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:

**BOCES OCCUPATIONAL EDUCATION ADVISORY COMMITTEE DESIGNATED**

**(Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby designate the BOCES Occupational Education Advisory Committee to act as the district's Occupational Education Advisory Committee for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**FFA AG ADVISORY BOARD DESIGNATED**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 designate Lee Berry, Tim Elmer, James Juczak, Jay Matteson, James Munroe II, Diane Petrowski, and Ron Porter as members to the FFA Agricultural Advisory Board for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**EDUCATIONAL OFFICIAL DESIGNATED**

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 designate Mary Beth Denny as Educational Official effective July 1, 2019, through July 31, 2019, and Scott Slater as Educational Official effective August 1, 2019, through June 30, 2020.

Yes 5 No 0 Motion: Carried

**CERTIFICATION OF PAYROLLS DESIGNATED**

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 designate Mary Beth Denny to certify payrolls effective July 1, 2019, through July 31, 2019, and Scott Slater to certify payrolls effective August 1, 2019, through June 30, 2020.

Yes 5 No 0 Motion: Carried

**SCHOOL PESTICIDE REPRESENTATIVE DESIGNATED**

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 designate David Hatchell as School Pesticide Representative for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**SIGNATURE FOR FINANCIAL NOTES AND BONDS DESIGNATED**

Upon 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 designate the Board President to sign all financial notes, bonds, etc. for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**SIGNATURE IN ABSENCE OF BOARD PRESIDENT DESIGNATED**

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 designate the Board Vice President to sign all financial notes, bonds, etc. in the absence of the Board President during the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**OFFICIAL BANK DEPOSITORIES DESIGNATED**

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 designate Watertown Savings Bank, Community Bank, and JPMorgan Chase Bank as the official bank depositories for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**OFFICIAL NEWSPAPER DESIGNATED**

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 designate the Watertown Daily Times as the official newspaper for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**APPROVAL OF AGENDA FOR REGULAR MEETING**

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 regular meeting agenda.

Yes 5 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 June 12, 2019.

Yes 5 No 0 Motion: Carried

A motion was made by Trustee Thomas and seconded by Trustee Davis to approve the Board of Education minutes of the special meeting held on June 26, 2019.

Yes 5 No 0 Motion: Carried

**PUBLIC FORUM**

No comments.

**NON-DISTRICT RESIDENT DISCUSSION**

Information and policies regarding non-district resident students enrolling at South Jefferson was included in the Board packet and reviewed by the Board. A request letter for enrollment was also included in the Board packet. Superintendent Denny and School Business Administrator Harvey discussed the information with the Board. The district has not accepted out-of-district students in several years with the exception of contractual reasons. It was the consensus of the Board to keep the non-district resident enrollment the way it is for the 2019-2020 school year. Enrollment requests and non-district residents attending will continue to be reviewed on an annual basis.

**JEFF-LEWIS SCHOOL BOARDS ASSOCIATION MEMBERSHIP APPROVAL**

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 Jeff-Lewis School Boards Association annual membership for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**RURAL SCHOOLS ASSOCIATION MEMBERSHIP APPROVAL**

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 approve the Rural Schools Association annual membership for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**NYSSBA MEMBERSHIP 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:

**NYSSBA MEMBERSHIP APPROVAL (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the New York State School Boards Association annual membership for the 2019-2020 school year.

Yes 5 No 0 Motion: Carried

**MEAL PRICE INCREASE INFORMATION & APPROVAL**

Information regarding the school lunch program and recommendations for the 2019-2020 school year were included in the Board packet and reviewed by the Board. Due to requirements of New York State Education-Child Nutrition and the USDA, the District is required to raise the price of student lunches for grades UPK-5 from \$2.20 to \$2.30 and grades 6-12 from \$2.75 to \$2.85 and the price of student breakfasts for grades UPK-5 will remain at \$0.90 and grades 6-12 will remain at \$1.30 for the 2019-2020 school year. Discussion followed.

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 price increase of student lunches for grades UPK-5 from \$2.20 to \$2.30 and grades 6-12 from \$2.75 to \$2.85 and the price of student breakfasts for grades UPK-5 will remain at \$0.90 and grades 6-12 will remain at \$1.30 for the 2019-2020 school year as required by New York State Education-Child Nutrition and the USDA.

Yes 5 No 0 Motion: Carried

**FACILITIES USAGE & FEES DISCUSSION**

Information regarding the usage of school facilities and fees associated with usage was included in the Board packet and reviewed by the Board. Discussion followed. The Board will review facilities usage and fees at the next regular meeting and will set rates annually.

**HOMESCHOOLING LIST ACKNOWLEDGEMENT**

The Board acknowledged the homeschooling requests from six (6) families to homeschool their children for the 2019-2020 school year.

**MANDATORY ACCESSIBILITY APPROVAL**

School Business Manager Harvey provided information regarding Mandatory Accessibility. Discussion followed.

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 Mandatory Accessibility list with the accompanying stipends as presented effective for the 2019-2020 school year in accordance with the Mandatory Accessibility/District-Owned Communication Devices policy.

Yes 5 No 0 Motion: Carried



**BOOSTER CLUB GIFT APPROVAL**

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 with appreciation the donation of \$9,000.00 from the South Jefferson Booster Club to be used for athletic uniforms.

Yes 5 No 0 Motion: Carried

**CONTRACT AMENDMENT APPROVAL**

An amendment to the 2017 capital project for sanitary system services 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 Thomas to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the contract amendment for the 2017 capital project as presented to the Board.

Yes 5 No 0 Motion: Carried

**CSE/CPSE RECOMMENDATIONS APPROVAL**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Thomas 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 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 #16706, 16300, 15845, 12984, 17154, 16068, 16282, 15899, 15258, and 17717.

Yes 5 No 0 Motion: Carried

**DISTRICT UPDATES/ITEMS OF INFORMATION**

Superintendent Denny provided an update regarding 2019 graduation, the capital project, the policy manual, and vacancies. Discussion followed.

**RESIGNATION- AIDE**

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 accept the resignation request from Brittiany Thorpe from her position as Aide effective June 26, 2019.

Yes 5 No 0 Motion: Carried

**APPOINTMENT- CLARKE HIGH SCHOOL ASSISTANT PRINCIPAL**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 appoint Anthony Gianfagna as Clarke High School Assistant Principal effective July 29, 2019, with a salary at his current rate.

Yes 5 No 0 Motion: Carried

**APPOINTMENT- ELEMENTARY TEACHER**

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 Nikki Smith as 1.0 FTE Elementary Teacher (1<sup>st</sup> Grade) at the Wilson Elementary Building with a four-year probationary appointment effective September 1, 2019, with a salary at Step 1 of the negotiated agreement and credit for approved graduate hours and a Master's degree pending receipt of an official transcript.

Yes 5 No 0 Motion: Carried

**APPOINTMENT- MUSIC TEACHER**

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 Nicholas Tate as 1.0 FTE Music Teacher (Instrumental) at the Mannsville Elementary Building with a four-year probationary appointment effective September 1, 2019, with a salary at Step 2 of the negotiated agreement and credit for 30 graduate hours and a Master's degree.

Yes 5 No 0 Motion: Carried

**APPOINTMENT- ADMINISTRATIVE INTERN**

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 Amanda Gervera as Half-Time Administrative Intern for the 2019-2020 school year with no compensation.

Yes 5 No 0 Motion: Carried

**APPOINTMENT- 2019 SOUTH JEFFERSON SUMMER YOUTH PROGRAM**

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 as Counselor-In-Training for the 2019 Summer Youth Program.

**APPOINTMENT- 2019 SOUTH JEFFERSON SUMMER YOUTH PROGRAM (Continued)**

Yes 5 No 0 Motion: Carried

**APPOINTMENTS- DISTRICT-WIDE SCHOOL SAFETY TEAM**

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 appoint the following as the District-Wide Safety Team for the 2019-2020 school year:

*Scott Slater, Superintendent*  
*Lisa Parsons, Assistant Superintendent*  
*Cora Harvey, Business Administrator*  
*Jeff Ginger, High School Principal*  
*Anthony Gianfagna, High School Assistant Principal*  
*Jon Christopher, Middle School Principal*  
*Rebecca Dalrymple, Wilson Elementary Principal*  
*TBD, Wilson Elementary Assistant Principal*  
*Jim Pelton, Mannsville Elementary Principal*  
*John Groff, Transportation Supervisor*  
*Dave Hatchell, Director of Facilities*  
*Cassandra Morse, Cook Manager*  
*Jay Wiley, Athletic Coordinator*  
*Rae Ann Thomas, Technology Coordinator*  
*Lou Ann Gleason, Nurse Supervisor*  
*Michelle Jaques, Parent Representative*  
*Teachers/Support Staff, See Building Level Safety Plans*  
*Member of South Jeff Rescue Squad*  
*Member of Law Enforcement*

Yes 5 No 0 Motion: Carried

**DEPARTURE**

Mia Buckingham departed the meeting at 6:04 p.m.

**EXECUTIVE SESSION**

A motion was made by Trustee Thomas and seconded by Trustee Davis to enter into Executive Session for the purpose of discussing negotiations and to invite Lisa Parsons into the Session.

Yes 5 No 0 Motion: Carried Time: 6:05 p.m.

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

Yes 5 No 0 Motion: Carried Time: 6:17 p.m.

**ADJOURNMENT**

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

**ADJOURNMENT (Continued)**

Yes 5 No 0 Motion: Carried Time: 6:18 p.m.

Respectfully submitted,

Michelle L. Jaques  
District Clerk