

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT  
ADAMS, NEW YORK 13605  
BOARD OF EDUCATION  
REGULAR MEETING, JANUARY 22, 2020**

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

TRUSTEES ABSENT: Erin Gardner, James Juczak

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

STAFF PRESENT: John Groff, Dave Hatchell, Sarah Morris (at 6:05 p.m.),  
Cassandra Morse, Jay Wiley

**BUILDINGS AND GROUNDS WORKSESSION**

A Buildings and Grounds worksession was held prior to the start of the Board meeting.

**CALL TO ORDER**

President Dack called the regular meeting of the South Jefferson Central School District Board of Education to order at 6:02 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 Jerome and seconded by Trustee Thomas to approve the agenda.

Yes 5 No 0 Motion: Carried

**APPROVAL OF MINUTES**

A motion was made by Trustee Thomas and seconded by Trustee VanCoughnett to approve the Board of Education minutes of the regular meeting held on January 8, 2020.

Yes 5 No 0 Motion: Carried

**PUBLIC FORUM**

No comments.

**DEPARTMENT SUPERVISORS' AND ATHLETIC DEPARTMENT'S 2020-2021 BUDGET CONSIDERATIONS**

Cassandra Morse provided detailed information regarding the Food Service Department. Included in the information were building highlights and accomplishments, goals for the upcoming school year, and equipment desired for the upcoming school year. Discussion followed. Dave Hatchell provided detailed information regarding the Buildings and Grounds Department. Included in the information were department highlights and accomplishments, goals for the upcoming school year, and equipment desired for the upcoming school year. Discussion followed.

**DEPARTMENT SUPERVISORS' AND ATHLETIC DEPARTMENT'S 2020-2021 BUDGET CONSIDERATIONS (Continued)**

Jay Wiley provided detailed information regarding athletics. Included in the information were highlights and accomplishments, goals for the upcoming school year, and equipment desired for the upcoming school year. Discussion followed. John Groff and Business Administrator Harvey provided detailed information regarding school buses. A PowerPoint presentation was viewed. Included in the information were annual transportation mileage figures, current bus fleet data, bus replacement schedules, upcoming needs, other considerations, and new school bus technology. Discussion followed.

**ENTRANCE AND DEPARTURES**

Sarah Morris entered the meeting at 6:05 p.m. during the above information. John Groff, Dave Hatchell, Cassandra Morse, and Jay Wiley departed the meeting at 7:20 p.m. after the above information.

**APPROVAL OF POLICIES**

Updated information regarding the policy manual 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 waive the three-reading requirement and accept the proposed revisions to the policy manual: remove current Sections 6000 and 8000 as presented to the Board and by doing so, adopt it as policy.

Yes 5 No 0 Motion: Carried

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 waive the three-reading requirement and accept the proposed revisions to the policy manual: adopt updated Sections 6000 and 8000 as presented to the Board and by doing so, adopt it as policy.

Yes 5 No 0 Motion: Carried

**APPROVAL OF CSE/CPSE RECOMMENDATIONS**

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 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 #17586, 14736, 17948, 14905, 16010, 17758, 14858, 16661, and 16523.

Yes 5 No 0 Motion: Carried

**DISTRICT UPDATES/ITEMS OF INFORMATION**

Assistant Superintendent Parsons provided detailed information regarding curriculum work and materials, professional development and meetings, Music Department news, technology, and pupil services. Discussion followed. Information regarding the upcoming trip to Martinique and information regarding procedures for the BOCES Board election were included in the Board packet and reviewed by the Board. Superintendent Slater provided information regarding upcoming programs relating to the health curriculum. Discussion followed.

**RETIREMENT- BUS AIDE**

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 accept the resignation for retirement request from Mary Carley from her position as Bus Aide effective June 26, 2020.

Yes 5 No 0 Motion: Carried

**APPOINTMENT- SUPERINTENDENT OF SCHOOLS**

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

WHEREAS, the Board of Education appointed Scott Slater (the "Superintendent") as Superintendent of Schools effective as of August 1, 2019; and

WHEREAS, the Board of Education desires to reappoint Scott Slater as Superintendent of Schools retroactive to August 1, 2019, and require that he take and file an oath of office within 30 days hereof.

THEREFORE, IT IS HEREBY RESOLVED THAT

1. Scott Slater is reappointed as Superintendent of Schools retroactive to the effective date of his initial appointment.
2. The Superintendent is directed to take and file an oath of office within 30 days hereof.
3. Any and all action taken by the Superintendent within the scope of his duties as Superintendent of Schools between the effective date of his initial appointment and today is deemed to be subject to and covered by his subsequent oath of office.
4. This resolution shall take effect immediately.

Yes 5 No 0 Motion: Carried

**APPOINTMENT- INFORMAL MENTOR**

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 Sarah Morris as an Informal Mentor effective January 2020 through June 2020.

Yes 5 No 0 Motion: Carried

**APPOINTMENT- TWO RUN BUS DRIVER**

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 Stacey Berry to the position of Two-Run Bus Driver (Civil Service: Bus Driver) at a rate of \$16.54 per hour effective January 21, 2020.

Yes 5 No 0 Motion: Carried

**APPOINTMENT- TWO RUN BUS DRIVER**

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 Andrew Beckstead to the position of Two-Run Bus Driver (Civil Service: Bus Driver) at a rate of \$16.54 per hour effective January 21, 2020.

Yes 5 No 0 Motion: Carried

**APPOINTMENT- STUDENT TEACHERS**

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 Erica Bonham and Jessica Tiff as Student Teachers at the Mannsville-Manor Elementary Building effective March 2020 through May 2020.

Yes 5 No 0 Motion: Carried

**APPOINTMENTS- SUPPORT STAFF SUBSTITUTE ADDENDUM**

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 support staff substitute list as presented to the Board and as follows and in accordance with the fingerprinting and background clearance requirements effective for the 2019-2020 school year:

*Gail LaJoie*..... school (bus) monitor

Yes 5 No 0 Motion: Carried

**APPOINTMENT- VOLUNTEER**

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 approve Ronald Post as a volunteer for the Backpack Program effective for the 2019-2020 school year.

**APPOINTMENT- VOLUNTEER (Continued)**

Yes 5 No 0 Motion: Carried

**APPROVAL OF TREASURER'S REPORT (12/19)**

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 following Treasurer's Report for December 2019:

	<b><u>Ending Balance</u></b>
<b>GENERAL FUND</b>	
Checking WSB	\$1,216,667.24
Savings Chase	129,685.90
Savings NY Class	5,712,170.06
<b>FOOD SERVICES FUND</b>	
Checking WSB	125,149.98
<b>CAPITAL FUND</b>	
Savings Chase	100,093.26
Savings NY Class	8,291.23
<b>TRUST &amp; AGENCY</b>	
Scholar Savings WSB	10,543.57
Payroll Checking WSB	0.00
<b>GROUP BENEFITS</b>	
Health Checking WSB	229,895.78
Health Catalyst	0.00
Health Savings NY Class	982,116.65
Dental Checking WSB	158,361.25
Flex Spending WSB	136,631.35
<b>OTHER ACCOUNTS</b>	
Tax Collector- WSB	0.00
Tax Collector- WSB ACC	0.00
Extra-Curricular WSB	230,526.47

Yes 5 No 0 Motion: Carried

**SCHEDULE OF CHECKS WRITTEN INFORMATION**

The schedule of checks written for the month of December 2019 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 Jerome to adopt the following resolution:

**APPROVAL OF BUDGET REPORT (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the budget report for December 2019.

Yes 5 No 0 Motion: Carried

**REVENUE REPORT INFORMATION**

The revenue report for the month of December 2019 was included in the Board packet and reviewed by the Board.

**HEALTH INSURANCE INFORMATION & APPROVAL OF RATES**

Information regarding health insurance premiums was included in the Board packet and reviewed by the Board. It is the recommendation of the district to increase health insurance premiums by 10% effective February 1, 2020. Discussion followed.

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 approve the 10% increase in health insurance premiums as presented to the Board.

Yes 5 No 0 Motion: Carried

**BAN INFORMATION**

Bond anticipation note information for the Bus BANs was included in the Board packet and reviewed by the Board. Discussion followed.

**ADJOURNMENT**

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

Yes 5 No 0 Motion: Carried Time: 7:59 p.m.

Respectfully submitted,

Michelle L. Jaques  
District Clerk