

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION
REORGANIZATIONAL/REGULAR MEETING, JULY 14, 2021**

TRUSTEES PRESENT: Randy Jerome, James Juczak, Troy Matteson, Pamela Thomas,
Justin VanCoughnett, Stephanie Widrick

TRUSTEES ABSENT: Kenneth Bibbins

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

ALSO PRESENT: Julie Elliott, Leola Patterson, William Patterson, Lisa Wilson,
Tammy Castor (at 6:15 p.m.), Chris Robl (at 6:15 p.m.)

CALL TO ORDER

District Clerk Jaques called the annual reorganizational meeting of the South Jefferson Central School District Board of Education to order at 6:00 p.m. in the Todd Dack Board Room in the Wilson Elementary School and led in the Pledge of Allegiance.

PUBLIC FORUM

District Clerk Jaques reviewed the guidelines regarding comments presented during public forum. Lisa Wilson presented questions and concerns regarding possible mask mandates for the upcoming school year. Julie Elliott presented questions and concerns regarding follow-up from a previous meeting she attended. Superintendent Slater thanked them for their comments and will contact them in the near future.

OATH OF OFFICE TO ELECTED BOARD MEMBER

District Clerk Jaques administered the Oath of Office to elected Board of Education member Troy Matteson for a five-year term of office beginning July 1, 2021, and ending June 30, 2026, and welcomed him to the Board.

NOMINATION FOR PRESIDENT

District Clerk Jaques announced that nominations were in order to elect the President of the Board of Education for the 2021-2022 school year. Motion by Trustee VanCoughnett, second by Trustee Juczak to nominate Trustee Thomas as President of the Board of Education for the 2021-2022 school year.

ELECTION- BOARD PRESIDENT

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

Yes 6 No 0 Motion: Carried

Trustee Thomas was elected as the Board of Education President for the 2021-2022 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

NOMINATION FOR VICE PRESIDENT (Continued)

Education for the 2021-2022 school year. Motion by Trustee Jerome, second by Trustee VanCoughnett to nominate Trustee Bibbins as Vice President of the Board of Education for the 2021-2022 school year.

ELECTION- BOARD VICE PRESIDENT

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

Yes 6 No 0 Motion: Carried

Trustee Bibbins was elected as the Board of Education Vice President for the 2021-2022 school year and will be administered the Oath of Office as soon as it is practical. As a condition of his service as the Vice President of the South Jefferson Central School District Board of Education, he is required to recuse himself from any district matters that involve the New York State Department of Transportation in any capacity.

District Clerk Jaques turned the meeting over to President Thomas.

APPROVAL OF AGENDA FOR REORGANIZATIONAL MEETING

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 reorganizational meeting agenda.

Yes 6 No 0 Motion: Carried

DISTRICT CLERK APPOINTED

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 Michelle Jaques as District Clerk for the 2021-2022 school year at an annual stipend of \$7,131.

Yes 6 No 0 Motion: Carried

ACTING DISTRICT CLERK APPOINTED

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 Scott Slater as Acting District Clerk for the 2021-2022 school year in the absence of District Clerk Jaques.

Yes 6 No 0 Motion: Carried

DISTRICT TREASURER 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:

DISTRICT TREASURER APPOINTED (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Cora Harvey as District Treasurer for the 2021-2022 school year at an annual stipend of \$1,738.

Yes 6 No 0 Motion: Carried

DEPUTY 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 Kerrie Hosley as Deputy Treasurer for the 2021-2022 school year at an annual stipend of \$1,668.

Yes 6 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 Matteson 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 Robert F. Stackel CPA, PC as External Auditor for the 2021-2022 school year and for the year ended June 30, 2021, at a rate of \$14,775 per year.

Yes 6 No 0 Motion: Carried

INTERNAL AUDITOR APPOINTED

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 Bowers & Company, CPAs, PLLC as Internal Auditor for the 2021-2022 school year and for the year ended June 30, 2021, at a rate of \$7,800 per year maximum.

Yes 6 No 0 Motion: Carried

CLAIMS AUDITOR APPOINTED

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Matteson 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 2021-2022 school year at a rate of \$22.94 per hour.

Yes 6 No 0 Motion: Carried

CLAIMS AUDITOR BACKUP 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 Brittany Stinson as Claims Auditor Backup for the 2021-2022 school year at a rate of \$15.57 per hour.

Yes 6 No 0 Motion: Carried

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

CENTRAL TREASURER EXTRA-CLASSROOM ACCOUNTS APPOINTED

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 Heather Tyo as Central Treasurer of the Extra-Classroom Activity Accounts for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

FACULTY AUDITOR APPOINTED

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 Hosley as Faculty Auditor of the Extra-Classroom Activity Accounts for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

AUDIT COMMITTEE APPOINTED

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 Board of Education as the Audit Committee for the 2021-2022 school year.

Yes 6 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 Jerome 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 Tony Gianfagna as Chief Faculty Counselors for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

SCHOOL PHYSICIAN APPOINTED

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

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 2021-2022 school year at a rate of \$850/month.

Yes 6 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 Jerome 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 2021-2022 school year at a rate of \$2,400/month.

Yes 6 No 0 Motion: Carried

ATTENDANCE SUPERVISORS APPOINTED

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 appoint Lou Ann Gleason and Cora Harvey as Attendance Supervisors for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

RECORDS ACCESS/MANAGEMENT OFFICER APPOINTED

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 Scott Slater as Records Access/Management Officer for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

TITLE IX COMPLIANCE OFFICER/ADA COMPLIANCE APPOINTED

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Jerome 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 Sarah OYong as Title IX Compliance Officer/ADA Compliance for the 2021-2022 school year.

Yes 6 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 Widrick 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 Sarah OYong as District Liaison for the Education of Homeless Children and Youth/504 for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

MEDICAID COMPLIANCE OFFICER APPOINTED

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 appoint Sarah OYong as Medicaid Compliance Officer for the 2021-2022 school year.

Yes 6 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 Matteson 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 2021-2022 school year.

Yes 6 No 0 Motion: Carried

HEALTH/DENTAL PLANS ADMINISTRATORS APPOINTED

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 MVP and Ameritas as Administrators of the health and dental plans for the 2021-2022 school year, at \$39.75 per person/per month for medical and \$3.95 per person/per month for dental.

Yes 6 No 0 Motion: Carried

2021-2022 CSE/CPSE APPOINTMENTS

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 appoint the following people to the Committee on Preschool Special Education, the Committee on Special Education, the 504 Multi-Disciplinary Team, and the CSE Sub-Committee for the 2021-2022 school year and to approve the meeting schedules as presented to the Board:

2021-2022 CSE/CPSE APPOINTMENTS (Continued)

Committee on Preschool Special Education:

Sarah OYong..... District Representative/CPSE Chairperson
 Amanda Gervera..... School Psychologist/ Alternate CPSE Chairperson
 Kelsey Whitaker School Psychologist/ Alternate CPSE Chairperson
 Marlene Waite 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 21 | August 19 | September 16 | October 7 | October 21 | November 4 |
| November 18 | December 2 | December 16 | January 6 | January 20 | February 3 |
| February 17 | March 3 | March 17 | March 31 | April 21 | May 5 |
| May 17 (AR) | May 19 | May 31 (AR) | June 2 | June 16 | |

Committee on Special Education:

Sarah OYong.....CSE Chairperson/LEA Representative
 Amanda Gervera..... School Psychologist/ Alternate CSE Chairperson
 Kelsey Whitaker School Psychologist/ Alternate CSE Chairperson
 Lynn Amell Parent Representative
 Marlene Waite 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 21 | August 19 | September 16 | October 7 | October 21 | November 4 |
| November 18 | December 2 | December 16 | January 6 | January 20 | February 3 |
| February 17 | March 3 | March 17 | March 31 | April 21 | May 5 |
| May 19 | June 2 | 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
 Building Principal

2021-2022 CSE/CPSE APPOINTMENTS (Continued)

CSE Sub-Committee:

Parent(s) of student/student

Regular Education Teacher..... Appropriate Grade Level

Special Education Teacher Appropriate grade level/LEA Representative

Sarah OYong..... LEA Representative/ Alternate Special Education Teacher

Amanda Gervera..... School Psychologist/ Alternate LEA Representative

Kelsey Whitaker 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 6 No 0 Motion: Carried

CHEMICAL HYGIENE DESIGNEE APPOINTED

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 appoint Heather Stevens to the position of Chemical Hygiene Designee for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

SUBSTANCE ABUSE DESIGNEE APPOINTED

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 Lou Ann Gleason to the position of Substance Abuse Designee for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

ENTRANCES

Tammy Castor and Chris Robl entered the meeting at 6:15 p.m.

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 Juczak 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 2021-2022 school year.

Yes 6 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 VanCoughnett 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 2021-2022 school year.

Yes 6 No 0 Motion: Carried

DISTRICT CHIEF EMERGENCY OFFICER APPOINTED

A motion was made by Trustee VanCoughnett 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 Scott Slater to the position of District Chief Emergency Officer for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

DIGNITY ACT COORDINATOR APPOINTED

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 Rich Trowbridge to the position of Dignity Act Coordinator for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

DATA PRIVACY SECURITY OFFICER APPOINTED

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 Lisa Parsons to the position of Data Privacy Security Officer for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

LEAD ADMINISTRATOR FOR HEALTH 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 Jim Pelton to the position of Lead Administrator for Health for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

LEAD ADMINISTRATOR FOR PHYSICAL EDUCATION & ATHLETICS APPOINTED

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

LEAD ADMINISTRATOR FOR PHYSICAL EDUCATION & ATHLETICS APPOINTED (Continued)

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 Physical Education & Athletics for the 2021-2022 school year.

Yes 6 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 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 appoint Shelli Carlberg to the position of School Lunch Federal Child Nutrition Program Reviewing Official for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

SCHOOL LUNCH FEDERAL CHILD NUTRITION PROGRAM HEARING OFFICIAL APPOINTED

A motion was made by Trustee Widrick and seconded by Trustee Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Scott Slater as School Lunch Federal Child Nutrition Program Hearing Official for the 2021-2022 school year.

Yes 6 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 Juczak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Cassandra Morse/Bailey Mackey to the position of School Lunch Federal Child Nutrition Program Verification Official for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

AUTHORIZATION- STATE AND FEDERAL GRANT ADMINISTRATOR

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 authorize Scott Slater as State and Federal Grant Administrator for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

AUTHORIZATION- BUDGET TRANSFERS

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

AUTHORIZATION- BUDGET TRANSFERS (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby authorize Scott Slater to approve budget transfers (not to exceed \$25,000) for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

AUTHORIZATION- ATTENDANCE APPROVAL AT PROFESSIONAL DEVELOPMENT AND CONFERENCES

A motion was made by Trustee VanCoughnett 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 authorize Scott Slater to approve attendance at professional development and conferences for the 2021-2022 school year.

Yes 6 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 Jerome 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 6 No 0 Motion: Carried

AUTHORIZATION- ESTABLISHMENT OF PETTY CASH FUNDS

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Jerome and seconded by Trustee VanCoughnett 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 6 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 Juczak 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 2021-2022 school year at the federal reimbursement rate as of July 1, 2021, of \$0.56 per mile.

Yes 6 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 Jerome and seconded by Trustee Juczak 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 the Policy Manual and Code of Ethics for the District in effect on June 30, 2021.

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 6 No 0 Motion: Carried

PURCHASING AGENT DESIGNATED

A motion was made by Trustee VanCoughnett 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 designate Scott Slater as Purchasing Agent for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

JEFF-LEWIS SCHOOL BOARDS ASSOCIATION EXECUTIVE COMMITTEE REPRESENTATIVE 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 Trustee Bibbins to be this Board's representative on the Jeff-Lewis School Boards Association Executive Committee for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

NYSSBA AND JLSBA LEGISLATIVE LIAISON 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 Trustee Thomas to be this Board's Legislative Liaison for the New York State School Boards Association and the Jefferson-Lewis School Boards Association for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

BOCES OCCUPATIONAL EDUCATION ADVISORY COMMITTEE DESIGNATED

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 designate the BOCES Occupational Education Advisory Committee to act as the District's Occupational Education Advisory Committee for the 2021-2022 school year.

Yes 6 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 Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby designate Kenneth Bibbins, Tim Elmer, James Juczak, Jay Matteson, James Munroe II, Diane Petrowski, Ron Porter, and Bill Stowell as members to the FFA Agricultural Advisory Board for the 2021-2022 school year.

Yes 6 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 Scott Slater as Educational Official for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

CERTIFICATION OF PAYROLLS DESIGNATED

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby designate Scott Slater to certify payrolls for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

SCHOOL PESTICIDE REPRESENTATIVE DESIGNATED

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 designate David Hatchell as School Pesticide Representative for the 2021-2022 school year.

Yes 6 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 Widrick to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby designate the Board President, Trustee Thomas, to sign all financial notes, bonds, etc. for the 2021-2022 school year.

Yes 6 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 Widrick 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 the Board Vice President, Trustee Bibbins, to sign all financial notes, bonds, etc. in the absence of the Board President during the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

OFFICIAL BANK DEPOSITORIES DESIGNATED

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 Watertown Savings Bank, Community Bank, and JPMorgan Chase Bank as the official bank depositories for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

OFFICIAL NEWSPAPER DESIGNATED

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 designate the Watertown Daily Times as the official newspaper for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

APPROVAL OF AGENDA FOR REGULAR MEETING

A motion was made by Trustee VanCoughnett 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 the regular meeting agenda.

Yes 6 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee Widrick and seconded by Trustee VanCoughnett to approve the Board of Education minutes of the regular meeting held on June 23, 2021.

Yes 6 No 0 Motion: Carried

APPROVAL OF JEFF-LEWIS SCHOOL BOARDS ASSOCIATION MEMBERSHIP

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 Jeff-Lewis School Boards Association annual membership for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

APPROVAL OF RURAL SCHOOLS ASSOCIATION MEMBERSHIP

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 approve the Rural Schools Association annual membership for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

NYSSBA MEMBERSHIP APPROVAL

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 New York State School Boards Association annual membership for the 2021-2022 school year.

Yes 6 No 0 Motion: Carried

APPROVAL OF INTERMUNICIPAL AGREEMENT FOR SUMMER RECREATION PROGRAM

The intermunicipal agreement with the Town of Watertown 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 Juczak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the intermunicipal agreement for the 2021 Summer Recreation Program with the Town of Watertown as presented to the Board.

Yes 6 No 0 Motion: Carried

APPROVAL OF SSBA PROJECT PHASE 3 CONTRACT

The contract with Ashely McGraw Architects, D.P.C. for the Smart Schools Bond Act Phase 3 was included

APPROVAL OF SSBA PROJECT PHASE 3 CONTRACT (Continued)

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:

WHEREAS, the Board of Education of the South Jefferson Central School District (the "Board of Education") has determined that it is in the best interest of the School District to retain an architect/engineer to provide architectural, engineering, project management, and related professional services ("Architectural Services") in connection with its Smart Schools Bond Act project - Phase 3, Ashley McGraw Project No. 21051 (the "Project"); and

WHEREAS, the Board of Education has determined that it is in the best interest of the School District to continue its professional relationship with Ashley McGraw Architects, DPC ("Ashley McGraw") for the purposes of providing Architectural Services for the Project; and

WHEREAS, the School District's legal counsel, Ferrara Fiorenza, PC and Ashley McGraw have jointly prepared a contract for Architectural Services for the Project (a copy of which has been shared with the Board);

NOW, THEREFORE, be it resolved as follows:

1. The Board of Education approves the retention of Ashley McGraw to provide Architectural Services and proceed with the Project in accordance with the terms and conditions of the contract approved by legal counsel.
2. The Board of Education hereby authorizes the President of the Board, the Superintendent of Schools, or their designee to enter into the approved contract with Ashley McGraw on behalf of the Board of Education and take all actions necessary or convenient to proceed under the contract in connection with the Project.
3. Upon Board of Education approval, this resolution shall take effect immediately.

Yes 6 No 0 Motion: Carried

SECOND READING AND APPROVAL: DRUG & ALCOHOL TESTING FOR SCHOOL BUS DRIVERS & OTHER SAFETY-SENSITIVE EMPLOYEES

A second reading of the *Drug and Alcohol Testing for School Bus Drivers and Other Safety-Sensitive Employees* policy 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 Widrick 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 *Drug and Alcohol Testing for School Bus Drivers and Other Safety-Sensitive Employees* policy as presented to the Board and by doing so, adopt it as policy.

Yes 6 No 0 Motion: Carried

APPROVAL OF PIVOT EMPLOYEE ASSISTANCE SERVICES CONTRACT

The Pivot Employee Assistance Contract for the 2021-2022 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 Matteson 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 the Pivot Employee Assistance Services Contract effective for the 2021-2022 school year as presented.

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 Widrick 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 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 #13080, 17650, 18124, 18144, 16691, 15332, 12726, 14620, 14457, 14717, 16906, 15988, 15728, 15403, 15050, 15995, 15406, 16546, 16817, 15748, 15462, 15581, 15505, 14792, 17276, 16162, 14785, 15087, 17251, 16013, 15981, 15775, 18091, 16332, 16131, 17738, 15779, 16346, 16350, 16246, 13025, 17193, 16922, 17246, 14822, 16285, 15730, 15554, 15759, 16234, 15266, 17687, 15485, 15946, 12902, 14722, 14724, 14858, 15813, 14525, 14527, 13079, 14458, 15450, 15197, 15901, 17186, 14927, 15022, 15033, 15301, 15329, 14723, 14818, 15676, 17068, 14786, 14468, 17116, 14789, 15144, 17650, 14140, 14707, 15474, 14742, 14454, 14456, 17955, 16833, 17882, 13198, 15177, 14731, 14616, 14750, 15680, 16454, 17890, 15011, 15312, 18132, 15747, 17218, 15395, 15710, 17118, 14516, 15839, 14394, 14535, 15121, 14780, 14779, 18087, 17875, 15856, 17635, 15473, 17133, 16448, 15434, 15455, 17396, 15404, 15392, 15093, 15410, 17097, 15715, 15718, 15016, 17371, 17372, 16766, 14888, 14139, 15221, 15832, 16613, 15870, 15235, 16041, 16079, 15465, 17888, 15989, 18095, 15377, 15317, 16048, 16064, 15760, 16785, 16139, 15908, 17154, 15612, 16649, 17892, 18152, 16445, 16661, 16343, 16409, 16523, 17586, 17547, 17217, 17529, 16851, 17340, 17403, 17672, 17250, 17348, 17873, 16642, 16643, 16184, 16651, 16351, 16421, 18146, 16524, 17075, 16009, 16301, 17966, 17948, 17248, 17245, 17347, 17131, 18110, 17164, 14365, 16691, and 18175.

Yes 6 No 0 Motion: Carried

NON-DISTRICT RESIDENT DISCUSSION AND APPROVAL

Superintendent Slater provided information regarding non-district resident enrollment. The district has not accepted out-of-district students in several years with the exception of contractual reasons. Enrollment requests and non-district residents attending will continue to be reviewed on an annual basis. Discussion followed.

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 the continuation of non-district resident enrollment request procedures for the 2021-2022 school year as previously established.

NON-DISTRICT RESIDENT DISCUSSION AND APPROVAL

Yes 6 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

Superintendent Slater provided an update regarding a shared transportation resource study due to the challenges districts are experiencing. He also stated that many scheduling challenges are being faced with Jeff-Lewis BOCES technical program this year due to an abundance of enrollment requests. Trustee Thomas stated that many other districts are experiencing the trend in requests as well. Superintendent Slater thanked the SJTA Foundation Fund Committee for awarding \$2,219 in scholarships to thirty-four SJ students ranging from Kindergarten to Twelfth Grade. Topic/report information for Board meetings, the 2020-2021 Library Year End Report, and information from Jeff-Lewis BOCES regarding annual required trainings, reports, and certifications for the 2021-2022 school year were included in the Board packet and reviewed by the Board. Discussion followed.

DEPARTURE AND REENTRANCE

William Patterson departed the meeting at 6:35 p.m. and reentered at 6:39 p.m. during the above information.

RESIGNATION- SCHOOL MONITOR (GREETER)

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 accept the resignation request from Jessica Mesler from her position as School Monitor (Greeter) effective July 8, 2021.

Yes 6 No 0 Motion: Carried

RESIGNATION- CUSTODIAN

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 accept the resignation request from Edmund Palmer from his position as Custodian effective July 17, 2021.

Yes 6 No 0 Motion: Carried

APPOINTMENT- TYPIST

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 Jennifer Keeney from 11-month Typist to 12-month Typist (Civil Service Title: Typist) at the High School for 7.5 hours per day at a rate of \$19.65 per hour (Instructional Data Handler- \$17.68/hour; Registrar- \$1.97/hour) effective August 2, 2021.

Yes 6 No 0 Motion: Carried

APPOINTMENT- 2021 SUMMER SCHOOL MONITOR

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 Brittney Ritz as School Monitor effective for Summer 2021.

Yes 6 No 0 Motion: Carried

APPOINTMENTS- DISTRICT-WIDE SCHOOL SAFETY TEAM

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 as the District-Wide School Safety Team effective for the 2021-2022 school year:

Scott Slater, Superintendent of Schools
Lisa Parsons, Assistant Superintendent
Cora Harvey, Business Administrator
Jeff Stevenson, School Resource Officer
Jeff Ginger, High School Principal
Rich Trowbridge, High School Assistant Principal
Jon Christopher, Middle School Principal
Tony Gianfagna, Wilson Elementary Principal
Jim Pelton, Mannsville Elementary Principal
Rebecca Dalrymple, Transportation Administrator
Dave Hatchell, Director of Facilities
Cassandra Morse, School Food Service Director I
Bailey Mackey, Cook Manager
Jay Wiley, Athletic Coordinator
RaeAnn Thomas, Technology Coordinator
Lou Ann Gleason, Nurse Supervisor
Michelle Jaques, Parent Representative
Randy Jerome, Board of Education Representative
Teachers/Support Staff, See Building Level Safety Plans
Member of South Jeff Rescue Squad
Member of Law Enforcement

Yes 6 No 0 Motion: Carried

APPOINTMENT- 2021 SOUTH JEFFERSON SUMMER RECREATION PROGRAM

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 Jane Banks as Substitute Counselor for the South Jefferson Summer Recreation Program effective for Summer 2021 at a rate of \$12.50 per hour.

Yes 6 No 0 Motion: Carried

APPOINTMENTS- 2021 SUMMER SCHOOL PROGRAM

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 as 2021 Summer School Program employees:

Erin Wiley.....Teacher
Sarah CrosswayTeacher

Yes 6 No 0 Motion: Carried

APPOINTMENTS- 2021 SUMMER TRANSPORTATION DEPARTMENT

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint the following as 2021 Summer Transportation Department employees:

Terry SandersESY Driver/Substitute Bus Monitor
Karlaina McClelland.....Substitute Bus Monitor
Cindy VanCoughnett.....Substitute Bus Monitor
Cathy AlfordSubstitute Bus Monitor
Kelsey Switzer.....Substitute Bus Monitor
Cindy BacheSubstitute Bus Monitor
Jonathan Buch (pending SED requirements) Substitute Bus Monitor/Substitute Driver
Michelle Buch (pending SED requirements)..... Substitute Bus Monitor/Substitute Driver

Yes 5 No 0 Abstain 1 (VanCoughnett) Motion: Carried

APPOINTMENTS- 2021 SUMMER BUILDINGS AND GROUNDS DEPARTMENT/SUBS

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett 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 as 2021 Summer Buildings and Grounds Department employees and substitutes for the 2021-2022 school year:

Mark Hess.....Substitute Maintenance
Ethan Hopkins Summer Cleaner/Sub Cleaner
Shelby Phelps..... Summer Cleaner/Sub Cleaner

Yes 6 No 0 Motion: Carried

DEPARTURES

Tammy Castor, Julie Elliott, Leola Patterson, William Patterson, Chris Robl, Lisa Wilson departed the meeting at 6:49 p.m.

EXECUTIVE SESSION

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

Yes 6 No 0 Motion: Carried Time: 6:50 p.m.

A motion was made by Trustee Jerome and seconded by Trustee Juczak to exit Executive Session.

Yes 6 No 0 Motion: Carried Time: 7:31 p.m.

ADJOURNMENT

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

Yes 6 No 0 Motion: Carried Time: 7:32 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk