

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT  
ADAMS, NEW YORK 13605  
BOARD OF EDUCATION  
REGULAR MEETING, APRIL 25, 2023**

TRUSTEES PRESENT: Kenneth Bibbins, Joseph Eberle II, James Juczak, Troy Matteson, Pamela Thomas, Justin VanCoughnett

TRUSTEES ABSENT: Stephanie Widrick

ALSO PRESENT: Christina Chamberlain, Superintendent of Schools  
Lisa A. Parsons, Assistant Superintendent (at 6:32 p.m.)  
Cora Harvey, School Business Administrator  
Michelle L. Jaques, District Clerk

STAFF PRESENT: Lowell Davis, Heather Joss, Ellen Moculski, Sarah Morris

OTHERS PRESENT: Kate Albrecht-Fidler, Steve Bennett, Maria Davis, Chris Fidler, Brook Laisdell, Tim Schuldt, Kyle Waite, Sarah Waite, Douglas Welbourne Jr

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the agenda.

Yes 6 No 0 Motion: Carried

**APPROVAL OF MINUTES**

A motion was made by Trustee Eberle and seconded by Trustee Juczak to approve the Board of Education minutes of the regular meeting held on April 5, 2023.

Yes 6 No 0 Motion: Carried

A motion was made by Trustee VanCoughnett and seconded by Trustee Juczak to approve the Board of Education minutes of the special meeting held on April 17, 2023.

Yes 6 No 0 Motion: Carried

**PUBLIC FORUM**

Tim Schuldt, Brook Laisdell, and Kate Albrecht-Fidler provided comments and concerns regarding the shift in attendance lines for their elementary students at the Wilson Elementary Building to the Mannsville Elementary Building. The Board of Education thanked them for their input. Superintendent Chamberlain will follow-up with them within the next few days. Kyle Waite and Sarah Waite requested an Executive Session regarding personnel matters. President Thomas stated that the proposed Executive Session is scheduled later in the meeting and they could join at that time.

**JEFF-LEWIS BOCES PROPOSED 2023-2024 ADMINISTRATIVE BUDGET RESOLUTION**

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 approve the 2023-2024 proposed administrative budget of the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services as mailed to component districts and presented at the BOCES Annual Meeting.

Yes 6 No 0 Motion: Carried

**JEFF-LEWIS BOCES BOARD ELECTION RESOLUTION**

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 cast one ballot each for Mrs. Alice Draper, Mr. Peter Monaco, Mrs. Grace H. Rice, and Mr. Stephen Dreizler for three three-year terms of office effective July 1, 2023, through June 30, 2026, and one two-year term of office effective April 26, 2023, through June 30, 2025, on the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services.

Yes 6 No 0 Motion: Carried

**APPROVAL OF 2023-2024 188-DAY CALENDAR**

The draft of the 2023-2024 school calendar 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 adopt the 188-day calendar for the 2023-2024 school year as presented to the Board.

Yes 6 No 0 Motion: Carried

**APPROVAL OF 2-d CONTRACT WITH PLICKERS**

The 2-d contract with Plickers to provide formative assessment 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 Bibbins and seconded by Trustee Matteson to adopt the following resolution:

**APPROVAL OF 2-d CONTRACT WITH PLICKERS (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the 2-d contract with Plickers as presented to the Board.

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 Bibbins 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 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 #18649, 16558, 15431, 14779, 15759, 14616, 14986, 15485, 15070, 15581, 14506, 15505, 15403, 18330, 16817, 15093, 15747, 15087, 17251, 15181, 15395, 15710, 16184, 16649, 16651, 18362, 17892, 18217, 16383, 16351, 16343, 17888, 16234, 16672, 15317, 16743, 16682, 16300, 17667, 16236, 14076, 18446, 17508, 17692, 18352, 17292, 15923, 16758, 15963, 18664, 18670, 16685, and 17033.

Yes 6 No 0 Motion: Carried

**DISTRICT UPDATES/ITEMS OF INFORMATION**

The Jeff-Lewis School Boards Association Annual Dinner Meeting invitation, the Alliance for Better Communities March newsletter, and a social media handout were included in the Board packet and reviewed by the Board. Superintendent Chamberlain provided information regarding state assessments, the shift in attendance lines for elementary students from the Wilson Elementary Building to the Mannsville Elementary Building and upcoming visits for those students, anticipated vacancies, Administrative Professionals Day, and Staff Appreciation week. Discussion followed.

**DEPARTURES**

Kate Albrecht-Fidler, Brook Liasdell, and Tim Schuldt departed the meeting at 6:24 p.m. during the above information.

**RESIGNATION- SPECIAL EDUCATION TEACHER**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the resignation request from Rachel Daniels from her position as Special Education Teacher effective July 1, 2023.

Yes 6 No 0 Motion: Carried

**RESIGNATION- SOCIAL STUDIES TEACHER**

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 accept the resignation request from Gemma Hickson from her position as Social Studies Teacher effective June 30, 2023.

**RESIGNATION- SOCIAL STUDIES TEACHER (Continued)**

Yes 6 No 0 Motion: Carried

**RESIGNATION- MICRO-COMPUTER TECHNICIAN**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins and seconded by Trustee Eberle 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 Ian Plazony from his position as Micro-Computer Technician effective May 27, 2023.

Yes 6 No 0 Motion: Carried

**RESIGNATION- AIDE**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Matteson and seconded by Trustee Eberle 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 Ethan Stinson from his position as Aide effective April 22, 2023.

Yes 6 No 0 Motion: Carried

**RESIGNATION- AIDE**

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 accept the resignation request from Louise Sparacino from her position as Aide effective April 29, 2023.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- BRIGANCE ASSESSMENT ADMINISTRATORS**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Eberle 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 Kathleen Hannon, Katie Barber, Teri Berger, Marian Higgins, Mary Beth Denny, Laurie Austin, and Julia Rolando as Brigance Assessments Administrators at a rate of \$20 per hour effective for the 2022-2023 school year.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- 2022-2023 CLUB ADVISORS**

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:

**APPOINTMENTS- 2022-2023 CLUB ADVISORS (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Ken Bibbins and Jimmy Walker as Volunteers for the Trap Club effective for the 2022-2023 school year.

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

**APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the following to the instructional substitute list as presented to the Board and as follows and in accordance with the fingerprinting, background clearance requirements, and SED requirements effective for the 2022-2023 school year:

- Elizabeth Bliss*, uncertified .....BA, Psychology
- Ethan Stinson*, uncertified.....BA, Journalism/ Cinema & Screen Studies
- Kaitlyn Yang*, uncertified..... MST, Childhood Ed (5/23)
- Kathleen (Kate) Branski*, certified..... Childhood Ed 1-6
- Robert Houghmaster II*, uncertified ..... BA, Public Justice

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- SUPPORT STAFF SUBSTITUTE ADDENDUM**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee 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 approve the support staff substitute list as presented and as follows and in accordance with the fingerprinting and background clearance requirements effective for the 2022-2023 school year:

- Allison Bradberry* .....Food Service Helper
- Ethan Stinson* ..... School Monitor
- Marcus Hendrickson* .....Cleaner

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- VOLUNTEERS**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the following volunteers effective for the 2022-2023 school year:

- Kaleigh Alberry* ..... Wilson, eff. 2022-2023 school year
- Sara Bennett* ..... Wilson, eff. 2022-2023 school year
- Jena Beutel*..... Wilson, eff. 2022-2023 school year
- Meredith Bossinger* ..... Wilson, eff. 2022-2023 school year

**APPOINTMENTS- VOLUNTEERS (Continued)**

<i>Trisha Poffenberger</i> .....	Wilson, eff. 2022-2023 school year
<i>Karmen Scofield</i> .....	Wilson, eff. 2022-2023 school year
<i>Michelle Treadwell</i> .....	Wilson, eff. 2022-2023 school year
<i>Lyndsey Zehr</i> .....	Wilson, eff. 2022-2023 school year
<i>Andrew Mangino</i> .....	Wilson, eff. 2022-2023 school year
<i>Jessica Zaremba</i> .....	Wilson, eff. 2022-2023 school year

Yes 6 No 0 Motion: Carried

**HEALTH INSURANCE UPDATE**

School Business Administrator Harvey and Steve Bennett, District’s Health Care Consultant provided an update regarding health insurance. Discussion followed.

**APPROVAL OF HEALTH INSURANCE (2/23) RECAP**

The Health Insurance Report for February 2023 was included in the Board packet and reviewed by the Board. Discussion followed.

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the Health Insurance Report dated February 2023.

Yes 6 No 0 Motion: Carried

**DEPARTURES AND REENTRANCE**

Chris Fiddler departed the meeting at 6:33 p.m. during the above information. Sarah Waite departed the meeting at 6:38 p.m. and reentered at 6:40 p.m. during the above information.

**APPROVAL OF BUDGET TRANSFERS**

Information regarding budget transfers was included in the Board packet and reviewed by the Board. Discussion followed.

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve a budget transfer to use fund balance to pay additional principal on a Bond Anticipation Note as presented to the Board.

Yes 6 No 0 Motion: Carried

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 approve a budget transfer to debt service for Bond Anticipation Note principal and interest as presented to the Board.

**APPROVAL OF BUDGET TRANSFERS (Continued)**

Yes 6 No 0 Motion: Carried

**DEPARTURE AND REENTRANCE**

Kyle Waite departed the meeting at 6:59 p.m. and reentered at 7:01 p.m. during the above information.

**APPROVAL OF MULTI-YEAR FOR INSTRUCTIONAL TECHNOLOGY SERVICES & ADMINISTRATIVE COMPUTER SERVICES**

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:

WHEREAS, the Board of Education of the South Jefferson Central School District desires to enter into a 5 year contract with the Madison-Oneida BOCES in order for the Regional Information Center to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being: CoSer 505-6360 Instructional Technology Services and CoSer 602-7710 Administrative Computer Services.

NOW, THEREFORE, it is

RESOLVED, that the Board of Education of the South Jefferson Central School District agrees to enter into a contract with the Madison-Oneida BOCES for the provision of said services to the District not to exceed \$286,879.12 plus related borrowing fees, plus Regional Information Center support during the term of this contract, finalized by the Superintendent, subject to the approval of the Commissioner of Education, for a period of 5 year(s); 2023-24, 2024-25, 2025-26, 2026-27, 2027-28.

Yes 6 No 0 Motion: Carried

**DEPARTURES**

Steve Bennett, Lowell Davis, Maria Davis, Heather Joss, Ellen Mocuiski, Sarah Morris, and Douglas Welbourne Jr departed the meeting at 7:03 p.m.

**EXECUTIVE SESSION**

A motion was made by Trustee Bibbins and seconded by Trustee Matteson to enter into Executive Session for the purpose of discussing a student issue and the employment of a particular person and to invite Kyle Waite and Sarah Waite into the session.

Yes 6 No 0 Motion: Carried Time: 7:04 p.m.

**DEPARTURES**

Kyle Waite and Sarah Waite departed the meeting at 7:52 p.m. during Executive Session.

**EXECUTIVE SESSION (Continued)**

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

Yes 6 No 0 Motion: Carried Time: 8:26 p.m.

**ADJOURNMENT**

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

Yes 6 No 0 Motion: Carried Time: 8:27 p.m.

Respectfully submitted,

Michelle L. Jaques  
District Clerk