

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT  
ADAMS, NEW YORK 13605  
BOARD OF EDUCATION  
REORGANIZATIONAL/REGULAR MEETING, JULY 8, 2020**

TRUSTEES PRESENT: Kenneth Bibbins, Kelly Davis, Randy Jerome, Pamela Thomas, Justin VanCoughnett, Stephanie Widrick

TRUSTEES ABSENT: Todd Dack

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: 1-415-655-0003 (Access code: 160 160 7551)

**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 Board of Education Room in the Wilson Elementary School and led in the Pledge of Allegiance.

**PUBLIC FORUM**

It was acknowledged that the public was listening and they were reminded to mute their phones and thanked for listening.

**OATH OF OFFICE FOR ELECTED BOARD MEMBERS**

District Clerk Jaques administered the Oaths of Office to elected Board members Kenneth Bibbins and Pamela Thomas for five-year terms beginning July 1, 2020, and ending June 30, 2025.

Trustee Bibbins stated that as a condition of his service as a member 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.

**NOMINATION FOR PRESIDENT**

District Clerk Jaques announced that nominations were in order to elect the President of the Board of Education for the 2020-2021 school year. Motion by Trustee VanCoughnett, second by Trustee Jerome to nominate Trustee Dack as President of the Board of Education for the 2020-2021 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 6 No 0 Motion: Carried

Trustee Dack was elected as the Board of Education President for the 2020-2021 school year and will be administered the Oath of Office as soon as it is practical.

**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 2020-2021 school year. Motion by Trustee Jerome, second by Trustee Davis to nominate Trustee Thomas as Vice President of the Board of Education for the 2020-2021 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 6 No 0 Motion: Carried

Trustee Thomas was elected as the Board of Education Vice President for the 2020-2021 school year and was administered the Oath of Office.

District Clerk Jaques turned the meeting over to Vice President Thomas.

**APPROVAL OF AGENDA FOR REORGANIZATIONAL MEETING**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the 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 Bibbins and seconded by Trustee Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Michelle Jaques as District Clerk for the 2020-2021 school year at an annual stipend of \$5,006.

Yes 6 No 0 Motion: Carried

**ACTING DISTRICT CLERK APPOINTED**

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 Scott Slater as Acting District Clerk for the 2020-2021 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 Bibbins and seconded by Trustee Davis 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 2020-2021 school year at an annual stipend of \$1,687.

Yes 6 No 0 Motion: Carried

**DEPUTY TREASURER 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 Deputy Treasurer for the 2020-2021 school year at an annual stipend of \$1,612.

Yes 6 No 0 Motion: Carried

**TAX COLLECTOR APPOINTED**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Robin Strough as Tax Collector for the 2020-2021 school year at a rate of \$22.28 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.

**EXTERNAL AUDITOR APPOINTED**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Robert F. Stackel CPA, PC as External Auditor for the 2020-2021 school year and for the year ended June 30, 2020, at a rate of \$14,350 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 Bibbins and seconded by Trustee Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Bowers & Company, CPAs, PLLC as Internal Auditor for the 2020-2021 school year at a rate of \$7,500 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 Davis and seconded by Trustee VanCoughnett to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Tanya Carpenter as Claims Auditor for the 2020-2021 school year at a rate of \$22.16 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 Bibbins and seconded by Trustee Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Brittany Stinson as Claims Auditor Backup for the 2020-2021 school year at a rate of \$15.10 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 CLASSROOM TREASURER APPOINTED**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Heather Tyo as Central Classroom Treasurer of the Extra-Classroom Activity Accounts for the 2020-2021 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 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 S. Hosley as Faculty Auditor of the Extra-Classroom Activity Accounts for the 2020-2021 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 Davis and seconded by Trustee VanCoughnett to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint the Board of Education as the Audit Committee for the 2020-2021 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 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 Tony Gianfagna as Chief Faculty Counselors for the 2020-2021 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 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 appoint Dr. Joseph Gianfagna as the School Physician for the 2020-2021 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 Davis and seconded by Trustee VanCoughnett to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint the law firm of Ferrara Fiorenza PC as the School Attorney for the 2020-2021 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 Bibbins and seconded by Trustee Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Lou Ann Gleason and Cora Harvey as attendance supervisors for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**RECORDS ACCESS/MANAGEMENT OFFICER 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 Records Access/Management Officer for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

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

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Scott Slater as Title IX Compliance Officer/ADA Compliance for the 2020-2021 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 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 Jim Pelton as District Liaison for the Education of Homeless Children and Youth/504 for the 2020-2021 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 Bibbins and seconded by Trustee Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Sarah OYong as Medicaid Compliance Officer for the 2020-2021 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 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 Haylor, Freyer & Coon, Inc. as Insurance Consultants for the 2020-2021 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 Bibbins 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 2020-2021 school year, at \$39.25 per person/per month for medical and \$3.95 per person/per month for dental.

Yes 6 No 0 Motion: Carried

**2020-2021 CSE/CPSE APPOINTMENTS**

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 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 2020-2021 school year and to approve the meeting schedules as presented to the Board:

***Committee on Preschool Special Education:***

Sarah OYong	District Representative/CPSE Chairperson
Amanda Gervera	School Psychologist/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 16	August 13	September 17	October 1	October 15	November 5
November 19	December 3	December 17	January 7	January 21	February 11
February 25	March 11	March 25	April 13 (AR)	April 15	April 27 (AR)
April 29	May 13	May 27	June 10	June 24	

***Committee on Special Education:***

Sarah OYong	CSE Chairperson/LEA Representative
Amanda Gervera	School Psychologist/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 16	August 13	September 17	October 1	October 15	November 5
November 19	December 3	December 17	January 7	January 21	February 11
February 25	March 11	March 25	April 15	April 29	May 13
May 27	June 10	June 24			

***504 Multi-Disciplinary Team Members:***

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

**2020-2021 CSE/CPSE APPOINTMENTS (Continued)**

Special Education Teacher  
Reading Specialist  
Guidance Counselor  
Building Principal

***CSE Sub-Committee:***

Parent(s) of student/student  
Regular Education Teacher  
Special Education Teacher  
Sarah OYong  
Amanda Gervera

Appropriate Grade Level  
Appropriate grade level/LEA Representative  
LEA Representative/ Alternate Special Education Teacher  
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 Bibbins and seconded by Trustee Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Heather Stevens to the position of Chemical Hygiene Designee for the 2020-2021 school year.

Yes 6 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 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 Asbestos Hazard Emergency Response Act (AHERA) Designee for the 2020-2021 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 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 appoint David Hatchell to the position of Safety Officer for the 2020-2021 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 Bibbins 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 2020-2021 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 Davis and seconded by Trustee VanCoughnett to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Lisa Parsons to the position of Data Privacy Security Officer for the 2020-2021 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 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 appoint Jim Pelton to the position of Lead Administrator for Health for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**LEAD ADMINISTRATOR FOR PE & ATHLETICS APPOINTED**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Lisa Parsons to the position of Lead Administrator for PE & Athletics for the 2020-2021 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 Bibbins and seconded by Trustee Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Shelli Carlberg to the position of School Lunch Federal Child Nutrition Program Reviewing Official for the 2020-2021 school year.

Yes 6 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 Davis 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 2020-2021 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 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 Cassandra Morse to the position of School Lunch Federal Child Nutrition Program Verification Official for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**AUTHORIZATION- STATE AND FEDERAL GRANT ADMINISTRATOR**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby authorize Scott Slater as State and Federal Grant Administrator for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**AUTHORIZATION- BUDGET TRANSFERS**

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 authorize Scott Slater to approve budget transfers (not to exceed \$25,000) for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

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

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby authorize Scott Slater to approve attendance at professional development and conferences for the 2020-2021 school year.

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

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 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 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 Bibbins 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 6 No 0 Motion: Carried

**AUTHORIZATION- MILEAGE REIMBURSEMENT RATE ESTABLISHED**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby establish the official mileage reimbursement rate for the district during the 2020-2021 school year at the federal reimbursement rate as of July 1, 2020, of \$0.575 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 Bibbins 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 the Policy Manual and Code of Ethics for the District in effect on June 30, 2020.

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.

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

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 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 Scott Slater as Purchasing Agent for the 2020-2021 school year.

Yes 6 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 Jerome 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 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**NYSSBA AND JLSBA LEGISLATIVE LIAISON DESIGNATED**

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 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 2020-2021 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 Bibbins and seconded by Trustee Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby designate the BOCES Occupational Education Advisory Committee to act as the district's Occupational Education Advisory Committee for the 2020-2021 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 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 Kenneth Bibbins, Tim Elmer, James Juczak, Jay Matteson, James Munroe II, Diane Petrowski, and Ron Porter as members to the FFA Agricultural Advisory Board for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**EDUCATIONAL OFFICIAL DESIGNATED**

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 designate Scott Slater as Educational Official for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**CERTIFICATION OF PAYROLLS DESIGNATED**

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 designate Scott Slater to certify payrolls for the 2020-2021 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 Davis 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 designate David Hatchell as School Pesticide Representative for the 2020-2021 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 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 designate the Board President to sign all financial notes, bonds, etc. for the 2020-2021 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 Bibbins and seconded by Trustee Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby designate the Board Vice President to sign all financial notes, bonds, etc. in the absence of the Board President during the 2020-2021 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 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 designate Watertown Savings Bank, Community Bank, and JPMorgan Chase Bank as the official bank depositories for the 2020-2021 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 Bibbins and seconded by Trustee Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby designate the Watertown Daily Times as the official newspaper for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**APPROVAL OF AGENDA FOR REGULAR MEETING**

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

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

Yes 6 No 0 Motion: Carried

**APPROVAL OF MINUTES**

A motion was made by Trustee Davis and seconded by Trustee Jerome to approve the Board of Education minutes of the regular meeting held on June 24, 2020.

Yes 6 No 0 Motion: Carried

**PUBLIC FORUM**

No comments.

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

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the Jeff-Lewis School Boards Association annual membership for the 2020-2021 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 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 Rural Schools Association annual membership for the 2020-2021 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 VanCoughnett and seconded by Trustee Jerome to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the New York State School Boards Association annual membership for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**APPROVAL OF MANDATORY ACCESSIBILITY**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the Mandatory Accessibility list with the accompanying stipends as presented effective for the 2020-2021 school year in accordance with the Mandatory Accessibility/District-Owned Communication Devices policy.

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 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 #16685, 16558, 17056, 16574, 17135, 17136, 16824, 17013, 16584, 16920, 17057, 15071, 16631, 15742, 17276, 15196, 15342, 16194, 16162,

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

15096, 15181, 16733, 16734, 16620, 16752, 17675, 16743, 17367, 16300, 17667, 14172, 15839, 14525, 14468, 17177, and 17203.

Yes 6 No 0 Motion: Carried

**NON-DISTRICT RESIDENT DISCUSSION**

Superintendent Slater provided background 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 Bibbins and seconded by Trustee Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve not changing non-district resident enrollment request procedures for the 2020-2021 school year.

Yes 6 No 0 Motion: Carried

**DISTRICT UPDATES/ITEMS OF INFORMATION**

Superintendent Slater provided an update regarding 2020 graduation ceremonies, open meeting laws, district-wide safety team, stipend positions, the discrimination letter previously discussed, the Smart Schools Bond Act project, foreign language classes, the school district buildings and grounds remaining closed, and the reopening of schools. A memo from the New York State Public High School Athletic Association (NYSPHSAA) regarding on campus activities being prohibited by the Governor's Office was included in the Board packet and reviewed by the Board. Discussion followed.

**RETIREMENT- BUS DRIVER**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the resignation for retirement request from Christine Snyder from her position as Bus Driver effective December 17, 2020.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- SUMMER OFFICE TEACHER ASSISTANT**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 appoint Dawn Harrienger as Summer Office Teacher Assistant effective for Summer 2020.

Yes 6 No 0 Motion: Carried



**APPOINTMENT- SOPHOMORE CLASS ADVISOR**

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 Easton as Sophomore Class Advisor effective for the 2019-2020 school year with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- LEAD ADVISOR**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Shawna Spencer as LEAD Advisor effective for the 2019-2020 school year with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- MS/HS YEARBOOK ADVISOR**

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 Kimberly LaForty as MS/HS Yearbook Advisor effective for the 2019-2020 school year with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- SPECIAL EDUCATION TEACHER**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Rachel Fishbein as 1.0 FTE Special Education Teacher at the Clarke Middle School with a four-year probationary appointment effective September 1, 2020, with a salary at Step 2 of the negotiated agreement and credit for 33 graduate hours and a Master's degree pending receipt of New York State certification.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- CLEANER**

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Christopher Thomas as Cleaner at the Mannsville Elementary Building effective July 13, 2020, at a rate of \$12.00 per hour.

**APPOINTMENT- CLEANER (Continued)**

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- EXTENDED SCHOOL YEAR PROGRAM**

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 Lou Ann Gleason as RN for the ESY Program effective for Summer 2020.

Yes 6 No 0 Motion: Carried

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Miranda King as RN for the ESY Program effective for Summer 2020.

Yes 6 No 0 Motion: Carried

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 Melinda Casselmon as LPN for the ESY Program effective for Summer 2020.

Yes 6 No 0 Motion: Carried

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Michele Porter as LPN for the ESY Program effective for Summer 2020.

Yes 6 No 0 Motion: Carried

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Laura Mallan as LPN for the ESY Program effective for Summer 2020.

Yes 6 No 0 Motion: Carried

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 Lisa Chapman as LPN for the ESY Program effective for Summer 2020.

**APPOINTMENTS- EXTENDED SCHOOL YEAR PROGRAM (Continued)**

Yes 6 No 0 Motion: Carried

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Jolene Klaas as LPN for the ESY Program effective for Summer 2020.

Yes 6 No 0 Motion: Carried

**SALARY AMENDMENT TO EMPLOYMENT AGREEMENT**

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 recognize the salary adjustment to the employment agreement for Scott Slater for his position as Superintendent of Schools effective for the 2020-2021 and 2021-2022 school years.

Yes 6 No 0 Motion: Carried

**TENURE- ADMINISTRATOR**

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 grant tenure to Jeffrey Ginger in the area of Administration effective July 16, 2020.

Yes 6 No 0 Motion: Carried

**APPROVAL OF TREASURER'S REPORT (5/20)**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Davis 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 following Treasurer's Report for May 2020:

	<u>Ending Balance</u>
<b>GENERAL FUND</b>	
Checking WSB	\$376,078.11
Savings Chase	5,447,511.25
Savings NY Class	4,331,744.99
 <b>FOOD SERVICES FUND</b>	
Checking WSB	198,530.29

**APPROVAL OF TREASURER’S REPORT (5/20) (Continued)**

<b>CAPITAL FUND</b>	
Savings Chase	100,130.36
Savings NY Class	8,327.53
<b>TRUST &amp; AGENCY</b>	
Scholar Savings WSB	10,549.14
Payroll Checking WSB	0.00
<b>GROUP BENEFITS</b>	
Health Checking WSB	1,108,053.63
Health Catalyst	0.00
Health Savings NY Class	685,562.98
Dental Checking WSB	174,725.28
Flex Spending WSB	73,081.01
<b>OTHER ACCOUNTS</b>	
Tax Collector- WSB	0.00
Tax Collector- WSB ACC	0.00
Extra-Curricular WSB	226,179.82

Yes 6 No 0 Motion: Carried

**SCHEDULE OF CHECKS WRITTEN INFORMATION**

The schedule of checks written for the month of May 2020 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 Davis to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the budget report for May 2020.

Yes 6 No 0 Motion: Carried

**REVENUE REPORT INFORMATION**

The revenue report for the month of May 2020 was included in the Board packet and reviewed by the Board.

**APPROVAL OF HEALTH INSURANCE (5/20) RECAP**

The Health Insurance Report for March 2020 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 Davis to adopt the following resolution:

**APPROVAL OF HEALTH INSURANCE (5/20) RECAP (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the Health Insurance Report dated May 2020.

Yes 6 No 0 Motion: Carried

**INFORMATION & APPROVAL OF MEAL PRICE INCREASE**

Information regarding the school lunch program and recommendations for the 2020-2021 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 meet guidelines and raise the price of student lunches for grades UPK-5 from \$2.30 to \$2.40 and grades 6-12 from \$2.85 to \$2.95 and the price of student breakfasts for grades UPK-5 from \$0.90 to \$1.00 and grades 6-12 from \$1.30 to \$1.40 for the 2020-2021 school year. Discussion followed.

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the price increase of student lunches for grades UPK-5 from \$2.30 to \$2.40 and grades 6-12 from \$2.85 to \$2.95 and the price of student breakfasts for grades UPK-5 from \$0.90 to \$1.00 and grades 6-12 from \$1.30 to \$1.40 for the 2020-2021 school year as required by New York State Education-Child Nutrition and the USDA.

Yes 6 No 0 Motion: Carried

**ADJOURNMENT**

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

Yes 6 No 0 Motion: Carried Time: 6:56 p.m.

Respectfully submitted,

Michelle L. Jaques  
District Clerk