

**SOUTHERN CAYUGA CENTRAL SCHOOL
BOARD OF EDUCATION MEETING**

April 12, 2021

MINUTES

Meeting conducted online via ZOOM

1.0 CALL TO ORDER

-- Pledge of Allegiance, Board President

At 7:00 PM Board President Kelsey Rossbach called the meeting to order and led the pledge of allegiance.

Board members present: Kelsey Rossbach, Matthew Bennett, Susan Gloss, David Harvatin, Bruce Kopp, Rachel McCarthy

Board members arriving late: Christine Brozon (7:01 pm),

Board members absent: none

Administrators present: Patrick Jensen, Loretta Van Horn, Luke Carnicelli, Lindsay Herrling

Others present: Julia Dunsmoor, Marcy Hand, Janet Lehman, Boyan Mnahoncak, Heather Rejman, Gloria Sherman

Superintendent Jensen took a moment to introduce Boyan Mnahoncak to the meeting participants and she expressed her enthusiasm in joining the SCCS district.

2.0 APPROVAL OF THE AGENDA WITH THE ADDENDUM

-- On a motion by Chris Brozon, seconded by Susan Gloss, the agenda with the addendum was approved.

Motion carried: Yes – 7 No – 0

The calendar was reviewed.

3.0 PRESENTATIONS

-- Budget 2021/2022; Assistant Superintendent Loretta Van Horn presented information on our budget for the next fiscal year. The past week was very busy in reviewing the BOCES administrative budget and the executive budget compared to the adopted state budget. Bruce Kopp expressed concern over Southern Cayuga's increased cost of an additional \$13,874.50 toward the BOCES administrative budget. He feels the increase is not proportional to the student population of our district. Assistant Superintendent Loretta Van Horn explained that it is based on the district's RWADA percentage, because we've seen an increase in the number of our students our RWADA percentage has also increased. She explained some of the effects of the RWADA. Bruce Kopp wants to work with Assistant Superintendent Loretta Van Horn outside of tonight's Board meeting to further review the BOCES' administrative budget expense. She shared our district's projected expense summary and the expense breakdown. The district's overall expenses are projected to increase by \$316,605, (1.75%). Assistant Superintendent Loretta Van Horn said that based upon the tax levy cap calculation formula, SCCS could pursue a

1.2% tax levy increase, however there will be no tax levy increase for 2021/2022. We have gone from an 11.20% tax levy increase in 2005 to a proposed 0% tax levy increase in 2021. Bruce Kopp stated that was due to good operational work by Assistant Superintendent Loretta Van Horn and Superintendent Jensen. Kelsey Rossbach expressed appreciation for their hard work in getting us to this point. Assistant Superintendent Loretta Van Horn also reviewed the state aid runs that show federal grants available to the district, the Corona Response and Relief Supplemental Appropriations Act and the American Rescue Plan Act.

4.0 RESIDENTS WISHING TO ADDRESS THE BOARD

-- Janet Lehman asked about whether the Board will also allow questions at the end of the committee updates and whether the district plans to post the audit report from the State Comptroller's Office online. The Board will allow questions again at the end of the committee updates. Assistant Superintendent Loretta Van Horn will email her a response regarding the audit report. Superintendent Jensen sent an update to parents on Friday, April 9th regarding the return to 5 days a week instruction for grades K-6 and he will talk to the Board before sending out the next update tomorrow.

5.0 OLD BUSINESS

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the action items listed in section 5.0.

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

-- Policies, Second Reading; as recommended by the Policy Committee

-- Policy ##5570 Financial Accountability; minor revisions recommended

6.0 NEW BUSINESS/ACTION ITEMS; CONSENT AGENDA

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the action items listed in section 6.0.

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

-- Minutes BOE regular meeting March 22, 2021

-- CSE Recommendations; 2020/2021 and 2021/2022

-- Resolution; Auburn Enlarged City School District, Health Services and Southern Cayuga Central School District for children residing in said school district and attending non-public schools in the Auburn Enlarged City School District, Auburn,

New York to begin on September 8, 2020, and to end on June 25, 2021; *see attached resolution.*

-- Donations, anonymous; \$2,405 in memory of Dale Parmley for SCCS FFA

-- Juul Agreement between an SCTA member and the Board of Education of the Southern Cayuga Central School District

-- 2021/2022 Capital Outlay Project; RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the SEQRA resolution for the 2021/2022 Capital Outlay Project; *see attached resolution.*

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

-- Budget: RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools and the Budget Committee, hereby approves the resolution for a budget proposition to be included on the May 18, 2021, ballot.

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

-- Budget Adoption: For the 2021/2022 school year, with total expenditures in an amount of **\$18,378,276**; and adopt the following proposition to be included on the May 18, 2021, ballot.

Proposition 1 -- School Budget

Shall the following resolution be adopted, to-wit: RESOLVED that the Board of Education of the Southern Cayuga Central School District, Counties of Cayuga and Tompkins, New York, be and hereby is authorized to expend the sum of \$18,378,276 and levy the necessary tax therefore for the 2021/2022 school year.

-- Property Tax Report Card: RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools and the Budget Committee, hereby approves a resolution for the annual NYS Property Tax Report Card, modified to reflect the 2021/22 budget as adopted, to be submitted to NYSED by the required deadline.

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

Board President, Kelsey Rossbach, explained to the Board that we don't need to include the Local Libraries Resolution on the May 18, 2021 ballot because neither library is seeking an increase in funding.

-- Rescind Local Libraries Resolution: RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby adopts a resolution to rescind a proposition that was previously approved at the March 22, 2021 Board of Education meeting that was to be included on the May 18, 2021, ballot.

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

7.0 PERSONNEL/CONSENT ITEMS --

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the personnel items listed in section 7.0, with the addendum, for the 2020/21 school year or for the term as indicated.

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

-- RESIGNATIONS

-- Gloria Sherman; part-time Account Clerk; to accept another position with the district; effective April 29, 2021

-- APPOINTMENTS

-- Addendum Item, Elementary Principal: Boyan Mnahoncak of Cortland, NY; 1.0 FTE, Elementary Principal, July 1, 2021 to June 30, 2025; \$85,000.

Be it resolved that the Board of Education hereby appoints Boyan Mnahoncak of Cortland, NY who will hold initial certification in School Building Leader/School District Leader, to a four (4)-year probationary appointment in the School District Administrator tenure area as a 1.0 FTE Elementary Principal, effective July 1, 2021 through June 30, 2025; (unless extended in accordance with the law). This expiration date is tentative and conditional only.

Except to the extent required by the applicable provisions of Section 3012 of the Education Law, to be granted tenure the administrator must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the administrator receives an ineffective composite or overall rating in the final year of the probationary period, she shall not be eligible for tenure at that time.

-- Occasional Driver, Dennis Johnson

-- Miscellaneous Appointments

- Emma Lutkins, Substitute Teacher, Teaching Assistant, Teacher Aide
- Andrea M. Walker, RN, Substitute Nurse

- Spanish Teacher, Long-Term Substitute *Marlena Nivison* of Aurora, NY, effective April 5, 2021 through on or about June 25, 2021; at Step 1, \$49,356 pro-rated; with permanent certification in Spanish

- The stipends for the following positions are set at 75 percent of the full stipend per contract, based on the shortened season; all are subject to change in the case of a school closure due to Covid.
- Varsity Boys and Girls Track and Field Head Coach, William Mullarney; \$3,905.25
- Varsity Boys and Girls Track and Field Assistant Coach, Steve Holden; \$1,953.00
- JV Baseball Co-Coaches, Ryan Vanacore; \$976.50 and Julio Severino; \$976.50
- Varsity Softball Coach, Harold Van Horn; \$2,602.50
- Varsity Tennis Co-Coaches, Cathy Murray; \$1,301.25 and Paula Schmitt; \$1,431.38
- Varsity Golf Coach, Dennis Johnson; \$2,602.50

- Volunteer Softball Assistant, Grace Van Horn

- Volunteer Guest Instructor, Aarkasha Pandey, from Cornell GRASSHOPR program, to instruct the Middle School Animal & Plant Science course in- person April 19, 2021 and April 21, 2021 and online April 20, 2021 and April 22, 2021

- Account Clerk/Typist; Thomas Hoppel of Aurora to a provisional Civil Service appointment as Account Clerk/Typist for the district office, \$40,000 pro-rated, effective May 3, 2021

- District Treasurer; Gloria Sherman of Locke, effective April 30, 2021, with 12-week probationary period; \$65,000 pro-rated

- Groundskeeper/School Bus Driver; Christopher Howe of Auburn, NY, to a 1.0 FTE position as a Groundskeeper/School Bus Driver, with a 52-week probationary period, effective May 3, 2021, at a rate of \$16.76 per hour

- Internal Claims Auditor; Beverly Buisch of Genoa, effective May 17, 2021, at a rate of \$20.00 per hour

- Substitute District Treasurer; Beverly Buisch of Genoa, effective May 17, 2021

Bruce Kopp welcomed Gloria Sherman to her new role as district treasurer.

8.0 BUSINESS OFFICE REPORTS/INFORMATIONAL ITEMS

-- Treasurer's Report

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby accepts the Treasurer's Report for March 2021.

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

-- Budget Transfers

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the budget transfers from the Treasurer's Report for March 2021.

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Explanation</u>
\$15,000	Building Conditions Survey	Security of Plant Equipment	Thermal cameras purchased with CARES grant
\$15,000	Maintenance of Plant Contractual Repairs	Security of Plant Equipment	Thermal cameras purchased with CARES grant
\$42,800	Health Insurance	Computer Equipment	Server Equipment
\$14,600	Health Insurance	Nurse Other Professional	Contracted nurse services while staff on medical leave
\$500	Parts	Office Supplies	Multi-purpose vacuum for use in bus garage and on school buses

Bruce Kopp asked about the budget transfers ahead of the vote, specifically whether there are extra funds available in the health insurance budget line to transfer to the computer equipment budget line. Assistant Superintendent Loretta Van Horn verified the availability of funds.

-- Claims Auditor Report – January, February, March 2021

Assistant Superintendent Loretta Van Horn said the report has really gotten cleaned up and Bruce Kopp said it looks good.

-- Herbicide Application to Soccer Field

Assistant Superintendent Loretta Van Horn shared the district is hoping to hold graduation outside again this year, but there is a lot of clover in the soccer field and there is a bee concern. The district would like permission to contact Tru-Green for a weekend application of herbicide. The district will notify the residents that have requested pre-application notification. Bruce Kopp asked whether the herbicide will be a restricted type or unrestricted type. Assistant Superintendent Loretta Van Horn was unsure, she will check with Harold Van Horn to determine which type will be used and follow up with an email to the Board seeking their permission for application. All Board members approved the application of the unrestricted type of herbicide, via email.

9.0 SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS --

-- Superintendent Patrick Jensen shared information about Grant Funding that is available through the American Rescue Plan. \$2.184 million is available to apply for, however many strings are attached. The district needs to decide on programming that will supplement current instruction rather than supplant it and helps students make up any learning gaps due to the disruption of the pandemic. We have steps to follow to gather information for our grant application, which include collecting input from parents, community members, staff members and NY State. Our plan must be published by July 1st. Superintendent Patrick Jensen currently writes other title grants for SCCS and he is fine with writing this grant application. Maybe the Directions/Long-Range Education Committee can help prioritize funds.

-- Superintendent Patrick Jensen stated that Boyan Mnahoncak, the newly appointed Elementary Principal, wrote an introductory letter to SCCS parents that will be sent out tomorrow and she expressed her excitement over joining the SCCS staff.

10.0 BOARD OF EDUCATION; COMMITTEES/DISCUSSION TOPICS

-- Discussion Topics; Susan Gloss is thinking about our students who are doing really well and looking at AP course work to increase excellence in our students. She would like to look at other similar schools in our BOCES and is wondering if there is anything we can do to increase numbers of students participating in these classes. Bruce Kopp thought this was a good suggestion.

-- Athletics; Chris Brozon, Dave Harvatine, Rachel McCarthy

-- Chris Brozon shared this is the last week of fall sports, spring sports start next week. Dave Harvatine asked if Justin Frisbie could send committee members numbers of student participants for the fall 2 and spring sports. Superintendent Patrick Jensen said we may need to look at our thresholds for participation.

-- Audit; Chris Brozon, Dave Harvatine, Bruce Kopp

-- No report.

-- Budget/Finance; Chris Brozon, Bruce Kopp, Kelsey Rossbach

-- No report.

- Directions/Long-Range Education; Matt Bennett, Susan Gloss, Kelsey Rossbach
- Facilities; Matt Bennett, Dave Harvatine, Rachel McCarthy
 - April 1, 2021 meeting was canceled
 - Virtual bid openings will occur on April 20, 2021 at 3:00 pm
 - Next meeting April 22, 2021 at 8:00 am to prioritize bids
- Policy; Chris Brozon, Rachel McCarthy
- Safety/Wellness; Susan Gloss, Kelsey Rossbach
 - Will meet in May to work on the safety plan for fall.
- Transportation; Susan Gloss, Kelsey Rossbach
 - No report.
- Cayuga Onondaga School Boards Association (COSBA) Executive Committee; Dave Wiemann -- No report.

Board President Kelsey Rossbach gave instructions on how to rejoin the Board meeting after the Executive Session. She then re-opened the meeting for additional questions from the public.

- Janet Lehman asked whether the district will also provide enrichment opportunities for students on grade level in the fall. She also agrees with Susan Gloss regarding AP classes.

PROPOSED EXECUTIVE SESSION

On a motion by Chris Brozon, seconded by Susan Gloss, the Board of Education entered executive session at 8:13 pm to discuss the appointment of particular persons and proposed litigation.

Motion carried: Yes – 7 No – 0

RETURN TO OPEN SESSION

On a motion by Dave Harvatine, seconded by Susan Gloss, the Board of Education returned to open session at 9:14 pm.

Motion carried: Yes – 7 No – 0

ADJOURNMENT

On a motion by Dave Harvatine, seconded by Susan Gloss, the Board of Education meeting adjourned at 9:15 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Marcy Hand, District Clerk

SCCS Board of Education Minutes
April 12, 2021
Attachment #1

CONTRACT FOR HEALTH SERVICES: An agreement made this 12th day of April, 2021, by and between the Auburn Enlarged City School District, party of the first part, and the Southern Cayuga Central School District, party of the second part, as follows:

Whereas, the first party in connection with the operation at the schools of the Auburn Enlarged City School District furnishes health services to the pupils attending such schools, and

Whereas, certain Non-public and Private Schools known as 1) Tyburn Academy of Mary Immaculate, 2) St. Albert the Great Academy, 3) The Montessori School of the Finger Lakes and 4) Creative Minds Montessori School are located in the Auburn Enlarged City School District,

Whereas, as required by the Education Law of the State of New York, the Auburn Enlarged City School District is supplying various health services to the pupils of said schools including those pupils who reside in the Auburn Enlarged City School District, and the Southern Cayuga Central School District.

Whereas, it seems advisable to provide for the expense of the furnishings of such health services, NOW, THEREFORE,

This agreement witnesseth as follows:

The Auburn Enlarged City School District agrees to furnish to those pupils of the Southern Cayuga Central School District attending these schools the following medical services and supplies: school nursing services, vision and hearing tests, medical examinations, notification of parents regarding defects and follow up and first aid supplies. It is expressly agreed by and between the parties hereto that the services agreed to be supplied under this contract shall not include any teaching service.

It is further agreed that accounts shall be rendered by the Auburn Enlarged City School District against the Southern Cayuga Central School District on the basis of the actual cost of services rendered by the first party for pupils of the second party attending these schools that such accounts shall be rendered by June 30, 2021.

This contract shall be effective as of September 8, 2020, and shall terminate on June 30, 2021, at midnight.

RESOLUTION REGARDING STATE ENVIRONMENTAL QUALITY REVIEW
CAPITAL OUTLAY PROJECT

WHEREAS, the Board of Education of the Southern Cayuga Central School District (the “Board”) has considered the effect upon the environment of proposed capital outlay work, including, but not limited to the following:

Exterior masonry restoration at the District’s K-12 building.

WHEREAS, the Board has reviewed the scope of the project and has further received and considered the advice of its architects with respect to the potential for environmental impacts resulting from the proposed action; and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c); now therefore;

BE IT RESOLVED, by the Board of Education as follows:

1. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617, State Environmental Quality Review Act, (SEQRA).
2. The Board hereby determines the Proposed Action as a Type II action in accordance with the SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately