

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

August 17, 2020

MINUTES

This meeting was conducted online via ZOOM due to the COVID-19 outbreak.

1.0 CALL TO ORDER/PLEDGE OF ALLEGIANCE

At 10:01 AM Board President Kelsey Rossbach called the meeting to order and led the pledge of allegiance. All attendees were connected via ZOOM except Susan Gloss (10:03) and Bruce Kopp (10:06).

Board members present: Susan Gloss, Matthew Bennett, Christine Brozon, David Harvatine, Bruce Kopp, Kelsey Rossbach

Board members absent: none

Administrators present: Patrick Jensen, Loretta Van Horn, Luke Carnicelli, Jean Amodeo

Others present: Nynette Adams, Mike Fall, and up to 41 others via Zoom

2.0 APPROVAL OF AGENDA

-- On a motion by Chris Brozon, seconded by Matt Bennett, the agenda was approved.

Motion carried: Yes – 7 No – 0

The calendar was reviewed.

3.0 PRESENTATIONS –

-- Reopening plan update; Superintendent Jensen reviewed in depth the plan for reopening for the 2020/2021 school year. The plan can be found on the district website. SCCS is working closely with Cayuga County Health Department. They are in charge of monitoring for any cases of the virus. The district is well prepared with cleaning and sanitizing the buses and building and has all the personal protective equipment needed for staff and students. Principals Luke Carnicelli and Jean Amodeo also reviewed their plans. Mike Fall then read the questions that were submitted via the Zoom Chatbox; district administrators responded to the questions.

-- Public Hearing; District-Wide Safety Plan; Superintendent Jensen noted that the Plan will be included on the August 24 board agenda for approval. It will then be linked on the district website and will be distributed as required to the state and local first responders.

4.0 DUE TO THE COVID-19 OUTBREAK the public is allowed only to join the ZOOM Board meetings.

5.0 OLD BUSINESS – none

6.0 NEW BUSINESS/ACTION ITEMS; CONSENT ITEMS

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 Susan Gloss, seconded by Chris Brozon.

Motion carried: Yes – 7 No – 0

-- Minutes BOE reorganization/regular meeting July 1, 2020

-- Resolution: **WHEREAS**, on March 16, 2020, the New York State Governor declared, under Executive Order 202.4, all schools within New York State to be closed to students no later than March 18, 2020 for a period of two weeks, ending on April 1, 2020; and

WHEREAS, various subsequent executive orders were issued by the New York State Governor resulting in the closure of schools to students for the remainder of the 2019-2020 school year as a result of the COVID-19 pandemic; and

WHEREAS, on or about July 13, 2020, the New York State Department of Health issued interim guidance for in-person instruction at Pre-K to Grade 12 schools during the COVID-19 public health emergency for the 2020-2021 school year; and

WHEREAS, on or about July 16, 2020, the New York State Education Department released reopening guidance for schools for the 2020-2021 school year.

NOW, THEREFORE, the Board of Education resolves as follows:

1. In an effort to comply with reopening requirements, the Board hereby temporarily suspends any Board policy or administrative regulation/procedure that conflicts with any current or future federal, state, or county law, regulation, executive order, or guidance released for the purpose of reopening of schools during the period of the COVID-19 pandemic.
2. The Superintendent of Schools is authorized to follow the federal, state, or county laws, regulations, executive orders, or guidance and to take such action as reasonably necessary and proper for the purpose of reopening of schools.

-- Stipend: It is recommended that the Board of Education authorize a \$3,500 stipend to Julio Severino, for the 2020/21 school year; compensation for additional required duties.

-- Resolution, Health Services

CONTRACT FOR HEALTH SERVICES: An agreement made this 17th day of August, 2020, 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) St. Joseph's School, 2) Tyburn 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, 2020.

This contract shall be effective as of September 1, 2019, and shall terminate on June 30, 2020, at midnight.

-- Resolution: RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the following resolution.

Motion made by Susan Gloss, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

-- Tax Warrant/Tax Rates: The Board of Education approves the Tax Warrant resolution and adopts tax rates for the 2020/2021 school year, by authorizing a tax levy of \$8,153,284 for school purposes and \$122,150 for the Hazard and Aurora Free libraries (for a total of \$8,275,434). Charts included in the Tax Warrant are based on the final information from Cayuga County as of July 20, 2020. The full resolution is *attached*.

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, for the 2019/20 school year or for the term as indicated.

Motion made by Susan Gloss, seconded by Chris Brozon.

Motion carried: Yes – 7 No – 0

-- RESIGNATION

-- Food Service Helper: *Jobeth Huskey*, for personal reasons, effective June 30, 2020

-- CHANGE IN EMPLOYMENT STATUS

-- Food Service Helper: *Daneille Tracy* FROM four (4) hours per day TO four & a half (4.5) hours per day, effective September 1, 2020

-- Food Service Helper: *Lisa Reynolds* FROM three (3) hours per day TO four (4) hours per day, effective September 1, 2020

-- APPOINTMENTS

-- Miscellaneous Appointments

- Jean Amodeo, substitute interviews; \$1,575
- Cathy Haight, PE coordinator; \$1,500
- Luke Carnicelli, district data administrator (\$4,700); educational technology coordinator (\$1,725)
- Jonathan Mateo, bus driver trainee

-- Summer Employment; the following staff members are teaching summer school for 2020/2021, with rate per contract.

- | | |
|-------------------|-----------------------|
| -- Becky Davis | -- Elishia Hoatland |
| -- Mary Ferro | -- Ashley Houseknecht |
| -- Justin Frisbie | -- Caitlin Rejman |

-- Driver Training; the following staff members and substitutes attended a mandatory training session on Wednesday, July 22, at a rate per contract.

- | | |
|-------------------|---------------------|
| -- Becki Batty | -- Jon Mosher |
| -- Frank Benenati | -- Denice Nickerson |
| -- John DeAngelo | -- Mary Radcliff |

Driver training, continued

- | | |
|-----------------|--------------------|
| -- Katie Deming | -- Sharon Roof |
| -- George Doran | -- Nancy Shaw |
| -- Doug Elser | -- Denise Sullivan |
| -- Laurie Minde | -- Deb Underwood |
| -- Milton Moon | |

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 approves the Treasurer's Report for June 2020.

Motion made by Susan Gloss, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

-- Budget Transfers from the June 2020 Treasurer's Report

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the budget transfers from the June 2020 Treasurer's Report.

Motion made by Susan Gloss, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

Amount	From	To	Comments
\$5,600	Other benefits	Superintendent salary	Vacation payout
\$828	Tax collector contractual	Claims auditor contractual	Annual software support for coming year
\$16,720	Operation of plant/planetarium fuel oil	Computer software	Renewals for coming year
\$101,400	Operation of plant	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$12,100	Maintenance of plant	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$14,300	Unallocated insurance	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$14,600	Supervision	Transfer to capital	\$1M reserve transfer to Capital Reserve

Budget Transfers continued

\$105,994	Teaching	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$330,300	Special education	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$35,400	Occupational education	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$5,300	Library	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$16,700	Guidance	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$20,700	Health services	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$31,900	Psychologist	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$51,300	Interscholastic athletics	Transfer to capital	\$1M reserve transfer to Capital Reserve
\$260,006	Transportation	Transfer to capital	\$1M reserve transfer to Capital Reserve

-- Corrective Action Plan (CAP)

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby accepts the District's Corrective Action Plan (CAP) in regards to the 2020 State Comptroller's Audit findings. Bruce Kopp asked if the Plan has been submitted (yes) and if we have heard a response (no; they do not generally respond but include the CAP with the audit findings on their website).

Motion made by Susan Gloss, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

-- Claims Auditor Report; April, May, June 2020

9.0 SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS –

-- Superintendent Jensen spoke about the 2020/2021 capital improvement project (high school gym doors and elementary exterior gym doors) and the capital project (canopy replacements, paving, sidewalks). Many districts are not doing projects this year so the turnaround at the state will be shorter. The staff has done a great job cleaning during the shutdown. Loretta Van Horn noted interest rates are also low. The pool was emptied and thoroughly cleaned.

10.0 BOE COMMITTEES/DISCUSSION TOPICS

Discussion Topics: none

- Athletics; Chris Brozon, Dave Harvatine, Rachel McCarthy
 - Minutes of July 13 meeting
- Audit; Chris Brozon, Dave Harvatine, Bruce Kopp
- Budget/Finance; Chris Brozon, Bruce Kopp, Kelsey Rossbach
- Directions/Long-Range Education; Matt Bennett, Susan Gloss, Kelsey Rossbach
- Facilities; Matt Bennett, Dave Harvatine, Rachel McCarthy
- Policy; Chris Brozon, Rachel McCarthy
- Safety/Wellness; Susan Gloss, Kelsey Rossbach
 - Minutes of July 24 meeting
- Transportation; Susan Gloss, Kelsey Rossbach
- Cayuga Onondaga School Boards Association (COSBA) Executive Committee; Dave Wiemann

PROPOSED EXECUTIVE SESSION --

On a motion by Susan Gloss, seconded by Chris Brozon, the Board of Education entered executive session at 11:50 am to discuss matters leading to the appointment of a particular person who has applied to fill positions needed within the District and employment history of particular persons.

Motion carried: Yes – 7 No – 0

RETURN TO OPEN SESSION --

On a motion by Chris Brozon, seconded by Matt Bennett, the Board of Education returned to open session at 12:06 pm.

Motion carried: Yes – 7 No – 0

ADDENDUM -- Appointments

On a motion by Susan Gloss, seconded by Chris Brozon, the Board of Education approved the following appointments.

Motion carried: Yes – 7 No – 0

-- Teacher **Kaycee Simpson** of Watertown, NY; 1.0 FTE Secondary Social Studies Teacher; September 1, 2020, to August 31, 2024; Step 1, salary of \$49,356. Filling the position vacated by Barbara Casper.

Be it resolved that the Board of Education hereby appoints Kaycee Simpson of Watertown, NY, who holds initial certification in Social Studies 7-12, to a four (4)-year probationary appointment as 1.0 FTE Secondary Social Studies Teacher, effective September 1, 2020, to August 31, 2024; (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 teacher 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 teacher 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.

-- Mentor; **Acacia Phillips** for Kaycee Simpson, 2020/2021 school year; \$1,250

ADJOURNMENT

On a motion by Matt Bennett, seconded by Chris Brozon, the Board of Education meeting adjourned at 12:08 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Nynette Adams, District Clerk

Tax Warrant/Tax Rates

TAX WARRANT RESOLUTION: May we approve the Tax Warrant Resolution as recommended by the Superintendent of Schools.

WHEREAS THE BOARD OF EDUCATION has been authorized by the district voters at the Annual Meeting on June 16, 2020, to expend a sum of \$18,061,671 and to levy the necessary tax therefore for the 2020/21 school year;

THEREFORE BE IT RESOLVED THAT: The Board of Education shall fix the equalized tax rates by town and confirm the extension of the taxes as they appear on the following described tax roll.

TOWN	ASSESSED VALUE	EQUALI- ZATION RATE	TAX LEVY	TAX RATE PER \$1,000
Fleming	4,386,450	1.000	53,036	12.090815
Genoa	178,374,457	.8700	2,478,978	13.897605
Lansing	3,637,551	1.000	43,981	12.090815
Ledyard	185,251,853	.8700	2,574,536	13.897489
Locke	2,096,760	1.000	25,352	12.090815
Scipio	137,666,313	.9200	1,809,237	13.139912
Venice	<u>88,885,170</u>	.9200	<u>1,168,166</u>	13.136300
Totals	600,298,554		8,153,284	

AND BE IT FURTHER RESOLVED THAT: The Board of Education has been authorized by the voters of the district at the Annual Budget Vote on June 16, 2020, to levy a tax in the amount of \$122,150 as an annual appropriation to be divided and paid to the **Aurora Free Library** and the **Hazard Library** for the support and operation of the libraries.

THEREFORE BE IT FURTHER RESOLVED THAT: The Board of Education shall fix the equalized tax rates by town and confirm the extension of the taxes as they appear on the following described tax roll.

TOWN	ASSESSED VALUE	EQUALIZATION RATE	TAX LEVY	TAX RATE PER \$1,000
Fleming	4,386,450	1.000	795	0.181141
Genoa	178,374,457	.8700	37,139	0.208210
Lansing	3,637,551	1.000	659	0.181141
Ledyard	185,251,853	.8700	38,571	0.208208
Locke	2,096,760	1.000	380	0.181141
Scipio	137,666,313	.9200	27,105	0.196892
Venice	<u>88,885,170</u>	.9200	<u>17,501</u>	0.196896
Totals	600,298,554		122,150	

AND BE IT HEREBY DIRECTED THAT: The warrants duly signed by this Board of Education shall be affixed to the above described tax rolls authorizing the collection of taxes as follows.

TAX WARRANT, CAYUGA COUNTY: To begin September 1, 2020, and to end on November 13, 2020, giving the tax warrant an effective period of seventy-four (74) days, at the expiration of which time the tax collector shall make an accounting in writing to the Board.

TAX WARRANT, TOMPKINS COUNTY: To begin September 1, 2020, and to end on November 2, 2020, giving the tax warrant an effective period of sixty-three (63) days, at the expiration of which time the tax collector shall make an accounting in writing to the Board.

AND BE IT RESOLVED THAT: The installment periods shall be as follows.

TAX WARRANT, CAYUGA COUNTY: Through October 1, 2020, first installment due with a service charge of $\frac{3}{4}$ of 1% payable to the tax collector; through November 2, 2020, second installment due with a service charge of $\frac{3}{4}$ of 1% payable to Southern Cayuga Central School.

TAX WARRANT, TOMPKINS COUNTY: Through September 15, 2020, first installment due with a service charge of 5%. All first payment checks should be made payable to Southern Cayuga Central School. Second installments will be collected by the Tompkins County Division of Finance by March 1, 2021.

AND BE IT FURTHER RESOLVED THAT: The delinquent tax penalties shall be as follows.

CAYUGA COUNTY

I. Pay in Full

- | | |
|---|-------------------|
| a. through October 1, 2020 | No charge |
| b. from October 2 to November 2, 2020 | 2% penalty charge |
| c. from November 3 to November 13, 2020 | 3% penalty charge |

II. Installments

- | | |
|---|------------------------|
| a. first installment by October 1, 2020 | First installment due |
| b. second installment by November 2, 2020 | Second installment due |

TOMPKINS COUNTY

I. Pay in Full

- | | |
|---------------------------------------|------------------------|
| a. through September 30, 2020 | No charge |
| b. from October 1 to November 2, 2020 | with 2% penalty charge |
- Last day to collect: November 2, 2020

II. Installments

- | | |
|-----------------------------|--|
| a. by September 15, 2020 | 5% installment fee (<i>first installment only</i>) |
| b. by March 1, 2021 | No charge |
| c. March 1, 2021, and later | 5% plus interest at 1% per month |