

**SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT
BOARD of EDUCATION MEETING
DECEMBER 10, 2018
HIGH SCHOOL LIBRARY**

MINUTES

1.0 CALL TO ORDER/PLEDGE OF ALLEGIANCE

At 7:02 pm Board President Susan Gloss called the meeting to order and led the pledge of allegiance. All Board members were present at the start of the meeting.

Board members present:	Susan Gloss, Matthew Bennett, Christine Brozon, David Harvatin, Michael Huber, Ann LaFave, Kelsey Rossbach
Board members absent:	none
Administrators present:	Patrick Jensen, Loretta Van Horn, Luke Carnicelli, Cathy Haight
Others present:	Nynette Adams, students, parents, community members

2.0 APPROVAL OF AGENDA

-- On a motion by Chris Brozon, seconded by Ann LaFave, the Board of Education approved the agenda as amended.

Motion carried: Yes – 7 No – 0

The calendar was reviewed.

3.0 PRESENTATIONS -- none

4.0 VISITOR RECOGNITION --

-- Students, parents and community members spoke to the board regarding the district's tennis program; they would like to see this sport reinstated for the spring 2019 season; the Athletics Committee will discuss these concerns at their next meeting.

5.0 OLD BUSINESS -- none

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 Kelsey Rossbach, seconded by Ann LaFave.

Motion carried: Yes – 7 No – 0

-- Minutes of the regular Board of Education meeting held on November 19, 2018

-- Recommendations of the Committee on Special Education

-- Bids RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby adopts a resolution for the 2018/19 Capital Outlay Project (high school cafeteria floor). The full resolution is attached. Superintendent Jensen spoke about the process and the timeline for this project.

Motion made by Chris Brozon, seconded by Kelsey Rossbach.

Motion carried: Yes – 7 No – 0

7.0 PERSONNEL/CONSENT AGENDA

RESOLVED: The SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the personnel items listed in section 7.0, as amended, for the 2018/19 school year or for the term as indicated. Additional items are **noted in bold**.

Motion made by Ann LaFave, seconded by Kelsey Rossbach.

Motion carried: Yes – 7 No – 0

-- AMEND

- John DeAngelo, School Bus Driver; amend probationary appointment to on or about February 28, 2019.

-- LEAVE OF ABSENCE

- Acacia Phillips, Social Studies teacher; unpaid leave of absence for personal reasons, effective December 18, 2018, thru on or about June 30, 2019.

-- APPOINTMENTS --

-- Miscellaneous Appointments:

- Jennifer Lesch, chaperone
- Ben Ormsby, after-school supervisor
- Cathy Murray, occasional driver
- Kali Supples, SOS Advisor; \$954 pro-rated
- **Jenna Lawrence, 7th grade girls basketball coach; \$2,673**
- **Mary Beth Howell, chaperone**

-- Volunteers; Chaperone/Field Trips/Classrooms/Got Book

- Sharon Reeves
- Amanda Purington
- Zach Purington
- Jodi Bennett

8.0 BUSINESS OFFICE REPORTS/INFORMATIONAL ITEMS

- Tax Collector's Report; Loretta Van Horn reviewed the report and noted that tax collection was smooth this year.

-- *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 November 2018.

Motion made by Mike Huber, seconded by Ann LaFave.

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 November 2018 Treasurer's Report.

Motion made by Mike Huber, seconded by Kelsey Rossbach.

Motion carried: Yes – 7 No – 0

Amount	From	To	Comments
\$758,249	Real property taxes	STAR aid	Correct code for STAR 2018/19
\$413	Guidance salary	Mentor salary	Mentoring for new staff member

9.0 SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS

- Solar update; Superintendent Jensen distributed a draft postcard flyer that will go to the community in the mail in early January. A public hearing will be held on January 8 and the vote for the project will take place January 15.
- SSBA update; funding has been approved by SED; this money goes toward technology and school security.

10.0 BOE COMMITTEES

- Athletics Committee; BOE reps Matt Bennett, Chris Brozon, Susan Gloss
 - Minutes November 19 meeting provided
 - Next meeting was set for Monday, December 17, at 4:15 pm
- Audit/Budget/Finance Committee; BOE reps Matt Bennett, Dave Harvatin, Mike Huber
 - Next meeting TBD
- Directions/Long-Range Education Committee; BOE reps Matt Bennett, Chris Brozon, Kelsey Rossbach
 - Minutes November 29 meeting provided
 - Next meeting TBD
- Facilities Committee; BOE reps Dave Harvatin, Mike Huber, Ann LaFave
 - Minutes December 5 meeting to be provided
 - Next meeting TBD
- Policy Committee; BOE reps Chris Brozon, Kelsey Rossbach
 - Met tonight; minutes to be provided
 - Next meeting TBD
- Safety/Wellness Committee; BOE reps Ann LaFave, Kelsey Rossbach
 - Minutes November 28 meeting provided
 - Next meeting TBD
- Transportation Committee; BOE reps Susan Gloss, Mike Huber
 - Next meeting TBD
- Cayuga Onondaga School Boards Association (COSBA) Executive Committee Rep Dean Winspear

QUESTIONS/COMMENTS FROM THE AUDIENCE REGARDING AGENDA ITEMS

- Sandy Groth asked about the email address for board members.

PROPOSED EXECUTIVE SESSION -- none

RETURN TO OPEN SESSION

ADJOURNMENT

On a motion by Chris Brozon, seconded by Ann LaFave, the Board of Education adjourned at 7:51 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Nynette Adams, District Clerk

RESOLUTION

At a regularly scheduled Meeting of the Board of Education of the Southern Cayuga Central School District, duly called and held on December 10, 2018, at 2384 State Route 34B, Aurora, New York;

The following Resolution was offered by Chris Brozon, and seconded by Kelsey Rossbach.

WHEREAS, the Board of Education of the Southern Cayuga Central School District (the “Board”) has solicited bids for a single-contract General Construction Contract that involves cafeteria flooring replacement and related asbestos abatement work under the authority of its 2018-2019 Capital Outlay Project (the “Project”); and

WHEREAS, the Board has received and considered the following bids:

<u>Bidding Contractors</u>	<u>Bid amount</u>
James & Son Construction Co., Inc.	\$70,000
Bacon & Seiler Constructors, Inc.	\$72,400
Bellows Construction Specialties, LLC	\$79,370
Bouley Associates, Inc.	\$87,000
C&S Technical Resources, Inc.	\$135,400

WHEREAS, the Project Architect, King + King Architects, LLP, reviewed the contents of the bids, vetted the qualifications of bidding contractors including the bid submission by James & Son Construction Co., Inc., and noted that the District previously retained James & Son Construction Co., Inc., on a prior Capital Project (the “Prior Project”) and is of the opinion that it failed to meet its contractual obligations with respect to the Prior Project, more specifically:

- It failed to complete work on the Prior Project in the time set forth in the governing contract and the delay in completion is material and ongoing (i.e., the contractor agreed to a Substantial Completion date for the Prior Project of March 2, 2018, and its work on the Prior Project remains unfinished as of the date of this Resolution).
- The Prior Project “Punch-List” agreed to on April 9, 2018, has an unresolved item as of the date of this Resolution.
- The contractor failed to dedicate a sufficient quantity of labor resources to the Prior Project during the time when the majority of the work was scheduled to be completed. School break time was not properly utilized as anticipated by the project plan, which contributed to the material delay in the completion of the Prior Project.
- The contractor has not provided close-out documentation, including warranties, as required by the contract for the Prior Project, as of the date of this Resolution.

WHEREAS, the contractor's failure to perform as set forth in the contract governing the Prior Project has resulted in significant delay in the completion of the Prior Project; and

WHEREAS, the Project Architect recommends the rejection of said bid because the bidder is not a responsible low bidder; and

WHEREAS, the Board accepts the recommendation of the Project Architect and determines that it is in the best interest of the School District to reject the bid submitted by James & Son Construction Co., Inc., even though it submitted the lowest bid; and

WHEREAS, the Project Architect, King + King Architects, LLP, reviewed the contents of the bids, vetted the qualifications of bidding contractors including the bid submission by Bacon & Seiler Constructors, Inc., and noted that Bacon & Seiler Constructors, Inc., was the second lowest bidder and is of the opinion that it is a responsible bidder, qualified to meet its contractual obligations with respect to the Project, and by letter dated December 6, 2018, subject to the contingencies set forth therein, recommends award of a contract to Bacon & Seiler Constructors, Inc.; and

WHEREAS, the Board accepts the recommendation of the Project Architect and determines that it is in the best interest of the School District to accept the bid submitted by Bacon & Seiler Constructors, Inc., and by this Resolution awards the General Construction Contract to **Bacon & Seiler Constructors, Inc. – in the total contract amount of \$72,400.**

NOW THEREFORE, BE IT RESOLVED by the Board of Education of the Southern Cayuga Central School District as follows:

1. The Board accepts the recommendation of the Project Architect and determines that James & Son Construction Co., Inc., is not a responsible bidder and hereby rejects its bid.
2. The Board hereby authorizes the Superintendent of Schools to reject the bid submitted by James & Son Construction Co., Inc., and take all actions necessary or convenient on behalf of the Board of Education to reject the said bid.
3. The Board accepts the recommendation of the Project Architect, waives any technical defect in the bid submitted by Bacon & Seiler Constructors, Inc., and hereby awards the 2018-2019 Capital Outlay Project General Construction Contract in the amount of \$72,400 to Bacon & Seiler Constructors, Inc.
4. The Board hereby authorizes the Superintendent of Schools to execute a contract with Bacon & Seiler Constructors, Inc., in compliance with the bid solicitation, the Project scope and the Project timeline for the 2018-2019 Capital Outlay Project General Construction Contract in the amount of \$72,400, and take all actions necessary or convenient on behalf of the Board to enter into the said contract and complete the Project.

This Resolution shall take effect immediately.

Dated: December 10, 2018

Nynette Adams, District Clerk, Southern Cayuga Central School District