

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

December 9, 2019

MINUTES

1.0 CALL TO ORDER/PLEDGE OF ALLEGIANCE

At 7:01 pm Board President Mike Huber called the meeting to order and led the pledge of allegiance.

Board members present: Michael Huber, Susan Gloss, Matthew Bennett, Christine Brozon, David Harvatine, Bruce Kopp, Kelsey Rossbach
Board members absent: none
Administrators present: Patrick Jensen, Loretta Van Horn, Cathy Haight
Others present: Nynette Adams, Laurie Waldron

2.0 APPROVAL OF AGENDA

-- On a motion by Chris Brozon, seconded by Susan Gloss, the Board of Education approved the agenda, as amended with a presentation.

Motion carried: Yes – 7 No – 0

The calendar was reviewed.

3.0 PRESENTATION –

-- Sports; Assistant Principal/Athletic Director Cathy Haight reviewed the fall sports season, including a handout with lists of sports, participants, records and awards.

4.0 VISITOR RECOGNITION; RESIDENTS WISHING TO ADDRESS THE BOARD

-- none

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 Kelsey Rossbach, seconded by Chris Brozon.

Motion carried: Yes – 7 No – 0

-- Minutes BOE regular meeting November 25, 2019

-- Recommendations of the Committee on Special Education

-- Policies, First Reading as reviewed by the Policy Committee

- Policy #3280, Use of School Facilities, Materials & Equipment; minor revision
- Policy #4211, Chain of Command; revised
- Policy #4212, Organization Chart; revised
- Policy #7616, Response to Intervention (RTI) Process; revised

-- Overnight Field Trip to Gettysburg and Hershey PA, June 16 & 17, 2020, for the Class of 2024; students will be accompanied by Mary Beth Howell, Nate Van Hall, Steve Baumes and Sarah Birmingham

-- Donation \$500 from Scipio Fire Department for the purchase of winter clothing/supplies for students

-- Resolution, Standard Work Day; BE IT RESOLVED that the Southern Cayuga Central School District, location code 70506, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the timekeeping system or the record of activities maintained and submitted by these members to the clerk of this body. attachment #1

-- Resolution, COASEHP Amended Municipal Cooperation Agreement; attachment #2

-- Resolution, Health & Welfare Services between SCCS and Dryden CSD; attachment #3

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

-- CHANGE IN EMPLOYMENT STATUS

-- Tenure Appointment for Sarah Birmingham, in the English tenure area, effective January 3, 2020

-- Teacher *Claire Minnoe* of Auburn NY; 1.0 FTE Elementary Teacher; September 1, 2019, to August 31, 2023; Step 1, +45M; \$53,152.

Be it resolved that the Board of Education hereby appoints Claire Minnoe, of Auburn NY, who holds initial Childhood Education (grades 1-6) certification, to a four (4)-year probationary appointment in the Elementary tenure Area, as 1.0 FTE Elementary Teacher, effective September 1, 2019, to August 31, 2023; (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.

-- APPOINTMENTS

-- Elementary Teacher, Long-Term Substitute *Eileen Welch* of King Ferry NY, effective January 6, 2020, through on or about June 26, 2020; \$51,986, Step 1 +30M, pro-rated; with permanent certification in Special Education and Nursery, Kindergarten & Grades 1-6.

-- Elementary Teacher, Long-Term Substitute *Rachel Howlett* of Union Springs NY, effective January 6, 2020, through on or about March 19, 2020, or until the return of Meghan Smith; \$48,627, Step 1 +0M, pro-rated; with initial certification in Childhood Education grades 1-6 and Early Childhood Education birth to grade 2.

-- Miscellaneous Positions

- Brett Jillson, substitute teacher, teaching assistant, teacher aide
- Brittany Kulas, substitute teacher, teaching assistant, teacher aide
- Mary Burns, substitute teacher
- Wayne Buisch, substitute school bus driver, substitute groundskeeper; effective January 6, 2020

-- Internship; Erin Morrissey, Wells College student; working with Ashley Houseknecht December 16, 2019, thru January 14, 2020

8.0 BUSINESS OFFICE REPORTS/INFORMATIONAL ITEMS –

-- Tax Collector's Report; Assistant Superintendent Loretta Van Horn noted that the tax season went smoothly except credit card payments would not work; the county relieves all uncollected school taxes on the county tax bills that are sent in December.

-- Loretta Van Horn also commented on a recent meeting she had with our insurance agent.

-- *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 2019.

Motion made by Susan Gloss, seconded by Kelsey Rossbach.

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 2019 treasurer's report.

Motion made by Susan Gloss, seconded by Chris Brozon.

Motion carried: Yes – 7 No – 0

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Explanation</u>
\$1,350	Coaching contractual	Teaching BOCES services	Boys & girls basketball – Hudl (one year)
\$6,000	Special Ed BOCES services	Teaching BOCES services	Leadership institute & LETRS workshops
\$1,755	Staff development summer contractual	Special Ed teacher salary	Teacher/TA pairings ELL
\$910	Staff development summer contractual	Special Ed teaching assistant salary	Teacher/TA pairings ELL
\$7,000	Computer BOCES services	Computer technician salary	Extra hours anticipated thru June
\$3,784	Staff development summer salary	Co-curricular salary	Planetarium program development & stipends

9.0 SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS – none

10.0 BOE COMMITTEES/DISCUSSION TOPICS

Discussion Topics: Susan Gloss noted that students involved in sports are also being encouraged to audition for support parts in the spring musical.

-- Athletics; BOE reps Matt Bennett, Chris Brozon, Dave Harvatine

-- Audit; BOE reps Susan Gloss, Mike Huber, Bruce Kopp

-- Budget/Finance; BOE reps Dave Harvatine, Bruce Kopp, Kelsey Rossbach

-- Directions/Long-Range Education; BOE reps Matt Bennett, Susan Gloss, Kelsey Rossbach
-- Next meeting Thursday, December 12, 7:30 am

-- Facilities; BOE reps Chris Brozon, Dave Harvatine, Mike Huber

-- Policy; BOE reps Mike Huber, Kelsey Rossbach
-- Minutes November 25 meeting provided

-- Safety/Wellness; BOE reps Susan Gloss, Kelsey Rossbach

-- Transportation; BOE reps Matt Bennett, Chris Brozon

-- Cayuga Onondaga School Boards Association (COSBA) Executive Committee Rep Dean Winspear

QUESTIONS FROM THE AUDIENCE REGARDING AGENDA ITEMS -- none

PROPOSED EXECUTIVE SESSION --

On a motion by Susan Gloss, seconded by Chris Brozon, the Board of Education entered executive session at 7:23 pm to discuss the employment history of a particular person.

Motion carried: Yes – 7 No – 0

RETURN TO OPEN SESSION --

On a motion by Susan Gloss, seconded by Kelsey Rossbach, the Board of Education returned to open session at 7:29 pm.

Motion carried: Yes – 7 No – 0

ADJOURNMENT

On a motion by Dave Harvatine, seconded by Matt Bennett, the Board of Education meeting adjourned at 7:30 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Nynette Adams, District Clerk

SCCS Board of Education Minutes; Attachment #1
December 9, 2019

Standard Work Day

Title	Standard Workday (hours/day)
Account Clerk	6
Administrative Assistant	7.5
Building Maintenance Mechanic/School Bus Driver	8
Cleaner	8
Computer Aide	7.5
Computer Systems Technician	8
Confidential Secretary to CSE Chair	8
Cook Manager	8
Custodian	8
Director of Technology	8
Dispatcher	8
Food Service Helper	6
Groundskeeper/School Bus Driver	8
Head Building Maintenance Person	8
Head Bus Driver	8
Head Lifeguard	6
Laborer Seasonal	6
Licensed Practical Nurse	7.25
Lifeguard	6
Recreation Aide	6
Registered Nurse	7.25
School Bus Attendant	6
School Bus Driver	6
School District Treasurer	7.5
School Security Guard	7.5
Senior Automotive Mechanic	8
Senior Custodian	8
Senior Typist	7.5
Teacher Aide	6.5

RESOLUTION OF THE BOARD OF EDUCATION OF THE SOUTHERN CAYUGA CENTRAL
SCHOOL DISTRICT

WHEREAS pursuant to Article 47 of the Insurance Law, Articles 5 and 5G of the New York General Municipal Law, and sections 1709 (34-a) and 1950 of the New York Education Law, a number of component school districts and the Board of Cooperative Educational Services for the Sole Supervisory District of Cayuga and Onondaga Counties have joined together to form a cooperative healthcare plan, known as the Cayuga-Onondaga Area School Employees' Healthcare Plan, for the purpose of providing and financing health, medical and dental benefits for certain of their respective employees; and

WHEREAS Chapter 689 of the Laws of 1994 enacted Article 47 of the Insurance Law and established new requirements for municipal cooperation agreements concerning the provision of health benefits; and

WHEREAS the Board of Education of the Southern Cayuga Central School District previously adopted a resolution authorizing participation in the Plan at its meetings on November 25, 1985, February 12, 1996, June 4, 2007, and August 12, 2013; and

WHEREAS an amended agreement has been prepared detailing the terms of the Plan; and

WHEREAS the Board of Directors of the Cayuga-Onondaga Area School Employees' Healthcare Plan recommends adoption and approval of the agreements; and

WHEREAS the Board of Education of the Southern Cayuga Central School District desires to participate in the Plan;

NOW THEREFORE be it resolved that the Board of Education of the Southern Cayuga Central School District hereby authorizes participation in the Cayuga-Onondaga Area School Employees' Healthcare Plan and directs the President of the Board of Education to execute the agreements, and any amendments, successor agreements thereto or modifications as required by the New York State Department of Financial Services; and

BE IT FURTHER RESOLVED that this resolution shall remain in effect until it is modified or rescinded.

SCCS Board of Education Minutes; Attachment #3
December 9, 2019

AGREEMENT
FOR
HEALTH AND WELFARE SERVICES

THIS AGREEMENT made in duplicate this 4th day of November, 2019 by and between the Board of Education of the Southern Cayuga Central School District the central office of which is located at 2384 State Route 34B, Aurora, New York, as party of the first part, and the Dryden Central School District, Dryden, New York, as party of the second part.

WITNESSETH, That whereas party of the first part has been duly empowered by the provisions of section 912 of the Education Law to enter into a contract for the purpose of providing health and welfare services for children residing in said school district and attending nonpublic schools in the Dryden Central School District, Dryden, New York to begin on September 5, 2019 and to end on June 25, 2020.

Now Therefore, The said party of the first part hereby agrees to pay the party of the second part the sum of \$919.73 for health and welfare services to be provided under section 912 to approximately (01) child(ren) residing in said Southern Cayuga Central School District and attending non-public schools in said Dryden Central School District, Dryden, New York.

And the party of the second part hereby agrees with the party of the first part as follows:

1. The health and welfare service provided shall consist of the following:
 - Physician Services
 - Nurse Services
 - School Psychological Services
 - School Social Work Services
 - School Speech Therapy Services
2. The party of the second part will also furnish the following equipment to be used in providing such services if requested by the authorities in charge of the nonpublic school:
 - Supplies and equipment for use by the physician, school nurse, psychologist, social worker and speech therapist (i.e., scales, vision and hearing testing devices, health record forms, first-aid supplies and all other readily transportable equipment and supplies pertaining to delivery of services)

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 mutually agreed by and between the parties hereto that the pupil charge shall be recomputed at the end of the school year for which the charge is made based on actual cost divided by the October 1 enrollment.

It is mutually agreed that this contract shall not become valid and binding upon either party thereto until the same shall be approved by the Superintendent of Schools.