

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

January 25, 2021

**MINUTES**

**Meeting conducted online via Zoom**

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**1.0 CALL TO ORDER**

-- Pledge of Allegiance, Board President

At 7:02 PM Board President Kelsey Rossbach called the meeting to order and led the pledge of allegiance. All Board members were present.

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

**Board members arriving late:** none

**Board members absent:** none

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

**Others present:** Julia Dunsmoor, Marcy Hand, Janet Lehman

**2.0 APPROVAL OF THE AGENDA**

-- On a motion by Rachel McCarthy, seconded by Matt Bennett, the agenda 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 expense projections, state aid changes, state aid projections, tax cap projection, school demographics, projected increases and decreases.

**4.0 VISITOR RECOGNITION – none**

**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 Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

-- Minutes BOE regular meeting January 11, 2021 Exhibit #1

-- CSE Recommendations Exhibit #2

-- Create Position; Civil Service full time position, Account Clerk/Typist, for future use

-- Surplus items; obsolete items from the main building to be sold or discarded if deemed no value

- Miscellaneous broken hand tools
- 8mm cartridge players
- 14 letterpress drawers
- 3 drawers with wooden and metal letterpress stamps
- Miscellaneous power supply and volt meters

## **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 2020/21 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 APPOINTMENT STATUS**

-- Recall from Layoff of 1.0 FTE School Monitor/Food Service Helper: As an employee in the Civil Service classification of School Monitor/Food Service Helper, Sharon Rao is hereby recalled from layoff, effective January 19, 2021.

-- Amend Furlough of 1.0 FTE Teacher Aide due to Covid-19 and lack of in person instruction: Martha Laboon is hereby furloughed, effective January 6, 2021 **through January 18, 2021.**

-- Amend Furlough of 1.0 FTE Teacher Aide due to Covid-19 and lack of in person instruction: Mary Napier is hereby furloughed, effective January 6, 2021 **through January 18, 2021.**

**-- APPOINTMENTS**

-- The stipend for the following position is 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.

-- **Amend** Modified Girls Basketball Coach, Amber Black; stipend from \$2,673 to **\$2,004.75**

-- The stipends for the following positions are set at 50 percent of the full stipend per contract, based on the abbreviated session due to Covid; all are subject to change in the case of a school closure due to Covid.

-- Junior High Honor Society Advisor, Meghan Picciano; \$1,041

-- Senior High Honor Society Advisor, Caitlin Rejman; \$954

-- Miscellaneous appointment

-- Brooke Green, Lifeguard, \$12.50 per hour

**ADDENDUM**

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

Motion carried: Yes – 7 No – 0

-- The stipends for the following positions are set at 50 percent of the full stipend per contract, based on the abbreviated session due to Covid; all are subject to change in the case of a school closure due to Covid.

-- Junior High Student Council Advisor, Mary Beth Howell; \$1,041

-- Junior/Senior High Student Leadership Advisor, Nate Van Hall; \$867

-- Junior/Senior High Student Leadership Advisor, Lisa Carnicelli; \$867

-- Senior High Robotics Club Advisor, Caitlin Rejman; \$520.50

**8.0 BUSINESS OFFICE REPORTS/INFORMATIONAL ITEMS**

-- Claims Auditor Report – October, November, December 2020

Exhibit #3

-- Assistant Superintendent Loretta Van Horn thinks we're making positive strides and doing much better.

## **SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS**

Reopening update; Superintendent Jensen asked Luke Carnicelli and Lindsay Herrling to share information on student attendance. The junior/senior high school staff take attendance in each class using the Schooltool and Go Guardian student management systems. They have 92% of students overall attending class and he is proud of this rate given the kind of year it has been for students. Attendance tracking looks different at the elementary school, because the lower grade levels are more asynchronous in their lessons and the upper elementary grade levels have become more synchronous in their teaching.

The attendance software has been modified to record whether students attend in person versus remote instruction. They've initiated a Student Success Team, whereby Lindsay, Lindsay Osborne and Mark Johnson are meeting with teams to get more students engaged in learning. Sarah Allen has been working with our ELL students and their families. Teachers are working on fostering executive functioning skills with students.

Chris Brozon asked how teachers are holding up, both Luke and Lindsay responded that they're doing an awesome job balancing content and technology. She wanted them to know that community members are giving her tons of positive comments about our teachers.

Superintendent Jensen shared that asymptomatic testing of staff members and students has continued by our school nurses. He's been working with the Cayuga County Health Department to get our staff vaccinated at clinics.

Our technology department has deployed tablets to students in pre-kindergarten through second grade. Deployment went pretty well and teachers have been able to increase student communication through Google Meet. Gave kudos to tech department for getting all deployed so quickly and providing training.

## **BOARD OF EDUCATION; COMMITTEES/DISCUSSION TOPICS**

-- Discussion Topics

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

-- We've received word that basketball games can start on 2/1/2021. The Cayuga County Health Department is meeting with school districts on 1/27/2021 to relay their guidance. Open gyms are taking place.

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

-- Assistant Superintendent Van Horn sent members an email regarding ideas for an internal audit. Our external auditors, Insero, have increased their bill again.

- Budget/Finance; Chris Brozon, Bruce Kopp, Kelsey Rossbach
  - Assistant Superintendent Van Horn met with Chris Brozon to review the budget, other members are reviewing it on their own. She is available to set up a meeting.
- Directions/Long-Range Education; Matt Bennett, Susan Gloss, Kelsey Rossbach
  - Superintendent Jensen said he will schedule a March meeting.
- Facilities; Matt Bennett, Dave Harvatine, Rachel McCarthy
  - Next meeting February 4, 2021 at 8:00 am, but we're waiting on King & King.
- Policy; Chris Brozon, Rachel McCarthy
  - Met tonight at 6:00 pm, they are working through business administration policies.
- Safety/Wellness; Susan Gloss, Kelsey Rossbach
  - Next meeting February 24, 2021 at 4:00 pm. Superintendent Jensen reported that there will be a Pandemic Protocols Addendum to the district's Safety Plan, it is a fifteen page document required by the State Education Department.
- Transportation; Susan Gloss, Kelsey Rossbach
  - Assistant Superintendent Van Horn wants to schedule a meeting to review quotes for new buses.
- Cayuga Onondaga School Boards Association (COSBA) Executive Committee; Dave Wiemann
  - Superintendent Jensen reported that he spoke with Dave Wiemann and he is interested in continuing to serve on the Board and they're meeting virtually.

Chris Brozon lost her Zoom internet connection at 8:07 pm and re-entered the Zoom meeting at 8:12 pm.

## **PROPOSED EXECUTIVE SESSION**

On a motion by Susan Gloss, seconded by Matt Bennett, the Board of Education entered executive session at 8:11 pm to discuss the employment history of particular persons.

Motion carried: Yes – 6 No – 0

Chris Brozon lost her Zoom internet connection at 8:15 pm and re-entered the Zoom meeting at 8:20 pm.

Matt Bennett lost his Zoom internet connection at 8:30 pm and re-entered the Zoom meeting at 8:32 pm.

**RETURN TO OPEN SESSION**

On a motion by Chris Brozon, seconded by Susan Gloss, the Board of Education returned to open session at 8:37 pm.

Motion carried: Yes – 7 No – 0

**ADJOURNMENT**

On a motion by Chris Brozon, seconded by Susan Gloss, the Board of Education meeting adjourned at 8:39 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,  
Marcy Hand, District Clerk