

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

January 14, 2019

MINUTES

1.0 CALL TO ORDER/PLEDGE OF ALLEGIANCE

At 7:00 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 except Kelsey Rossbach.

Board members present: Susan Gloss, Matthew Bennett, Christine Brozon, David Harvatin, Michael Huber, Ann LaFave

Board members absent: Kelsey Rossbach

Administrators present: Patrick Jensen, Loretta Van Horn, Cathy Haight, Jean Amodeo

Others present: Nynette Adams, Steve Fedrizzi, Mary Napier, Jon Ryan, Ann Sill, Laurie Waldron, Dean Winspear

2.0 APPROVAL OF AGENDA

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

Motion carried: Yes – 6 No – 0

The calendar was reviewed.

3.0 PRESENTATIONS –

-- Budget Presentation; Loretta Van Horn shared a Power Point presentation with preliminary budget information for the 2019/20 school year.

-- Healthy Kids After-School Program; Jean Amodeo provided information and answered questions about a possible program operated by an outside organization; Healthy Kids Extended Day Program, based in Poughkeepsie NY; this would begin in September 2019.

-- Fall Sports Update; Cathy Haight reviewed the results of the fall sports teams.

4.0 VISITOR RECOGNITION; RESIDENTS WISHING TO ADDRESS THE BOARD

-- Steve Fedrizzi, Town of Venice Highway Superintendent, spoke about school delays and closings due to weather issues; he would appreciate better communication with the school district, which would help all the local towns be prepared.

5.0 OLD BUSINESS -- none

6.0 NEW BUSINESS/ACTION ITEMS; CONSENT MINUTES

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 Ann LaFave, seconded by Mike Huber.

Motion carried: Yes – 6 No -- 0

-- Minutes of the regular Board of Education meeting held on December 10, 2018

-- Minutes of the special Board of Education meeting (public hearing) held on January 8, 2019

-- Recommendations of the Committee on Special Education

-- Policies; First Reading; as recommended by the Policy Committee

- #3272 Advertising in the Schools; no revision
- #3273 Soliciting Funds from School Personnel; no revision
- #3280 Use of School Facilities, Materials and Equipment; no revision
- #3281 Use of Facilities by the Boy Scouts of America; no revision
- #3310 Public Access to Records; no revision
- #3320 Confidentiality of Computerized Information; no revision
- #3330 Acceptable Use of Computerized Information and Equipment; no revision
- #3412 Threats of Violence in School; no revision
- Policy # 3290 Operation of Motor-Driven Vehicles on District Property; revised
- Policy #3411 Unlawful Possession of a Weapon upon School Grounds; revised

-- Koon Scholarship Stipend; \$1,000 for Paula Schmitt serving as secretary for the Koon Scholarship Committee for the 2018/19 school year

-- Bid Recommendation RESOLVED that the SCCS Board of Education hereby adopts a resolution accepting the recommendation of the Project Architect regarding General Construction Bidders for the Capital Improvement Project (planetarium). The full resolution is attached.

Motion made by Chris Brozon, seconded by Ann LaFave

Motion carried: Yes – 6 No -- 0

-- Bids RESOLVED that the SCCS Board of Education hereby adopts a resolution accepting the recommendation of the Project Architect to accept bids and award the contracts for the Capital Improvement Project (planetarium). The full resolution is attached.

Motion made by Chris Brozon, seconded by Matt Bennett.

Motion carried: Yes – 6 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, for the 2018/19 school year or for the term as indicated.

Motion made by Ann LaFave, seconded by Chris Brozon.

Motion carried: Yes – 6 No – 0

-- RESIGNATION

-- School Bus Driver; Ann Sill for retirement purposes, effective February 28, 2019; board members thanked her for her service.

-- FIELD PLACEMENTS; Wells College Students; January to May 2019

- Mary Kate Barnett, with Erin Young
- Tanner Dunkel, with Elishia Hoatland
- Amanda Harris, with Dawn Morath
- Brianna Schworm, with Justin Frisbie
- Alexis Shay, with Barb Casper
- Holly Stein, with Becky Davis
- Michaela Tanner, with Jen Sikora

-- APPOINTMENTS --

-- Miscellaneous Appointments;

- Ian Murray, substitute teaching assistant, teacher aide
- Holly Signor, substitute teacher, teaching assistant, teacher aide
- James Caito of Auburn, Costumer for Spring Musical; \$1,041
- Anna Post, Choreographer for Spring Musical; \$1,734

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

- Milton Bayne
- Thomas Hayden
- Monica Lacey-Hastings
- Sapphire Lonsky
- Lisa Wood

-- Election Inspectors; for the Solar Project vote on January 15

-- Nynette Adams	-- Robb Jetty
-- Beverly Buisch	-- Cindy Krause
-- Sharon Culver	-- Sally Krueger
-- Betsy Donald	-- Bonnie Laspina
-- Scott Gross	-- Marilyn Mann
-- Lin Jetty	-- Connie Rejman

-- Senior Typist; Jenna Hoellerer, \$16.30, effective January 15, 2019, with a 52-week probationary period; this is the same position, with a change in status, from provisional to probationary.

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 December 2018.

Motion made by Chris Brozon, seconded by Ann LaFave.

Motion carried: Yes – 6 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 December 2018 Treasurer's Report.

Motion made by Chris Brozon, seconded by Mike Huber.

Motion carried: Yes – 6 No -- 0

Amount	From	To	Comments
\$68,650	Special ed BOCES services	Buildings/grounds equipment	Includes BOE approved tractor purchase on 12/20/18 and upcoming server room cooling system
\$4,962	Special ed BOCES services	Interscholastic athletics equipment	Basketball scoreboard

-- Claims Auditor Report; October, November, December 2018

9.0 SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS

10.0 BOE COMMITTEES

- Athletics Committee; BOE reps Matt Bennett, Chris Brozon, Susan Gloss
 - Minutes December 17 meeting provided
 - Next meeting TBD
- Audit/Budget/Finance Committee; BOE reps Matt Bennett, Dave Harvatine, Mike Huber
 - Next meeting TBD
- Directions/Long-Range Education Committee; BOE reps Matt Bennett, Chris Brozon, Kelsey Rossbach
 - Next meeting TBD
- Facilities Committee; BOE reps Dave Harvatine, Mike Huber, Ann LaFave
 - Minutes December 5 meeting provided
 - Next meeting TBD
- Policy Committee; BOE reps Chris Brozon, Kelsey Rossbach
 - Minutes December 10 meeting provided
 - Next meeting TBD
- Safety/Wellness Committee; BOE reps Ann LaFave, Kelsey Rossbach
 - Next meeting TBD
- Transportation Committee; BOE reps Susan Gloss, Mike Huber
 - Minutes December 19 meeting provided
 - Next meeting TBD
- Cayuga Onondaga School Boards Association (COSBA) Executive Committee Rep Dean Winspear

-- Susan Gloss made a suggestion to add a section to future agendas; Board Discussion, to ask questions or bring up topics for future discussion or to provide follow up information.

QUESTIONS FROM THE AUDIENCE REGARDING MINUTES ITEMS -- none

PROPOSED EXECUTIVE SESSION -- none

ADJOURNMENT

-- On a motion by Chris Brozon, seconded by Ann LaFave, the Board of Education meeting was adjourned at 8:07 pm.

Motion carried: Yes – 6 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 January 14, 2019, at 2384 State Route 34B, Aurora, New York,

The following Resolution was offered by Christine Brozon, and seconded by Ann LaFave, with a vote of 6 yes to 0 no, with one absent (Kelsey Rossbach).

WHEREAS, the Board of Education of the Southern Cayuga Central School District (the “Board”) has solicited bids from prime contractors for construction services in conjunction with its 2018-19 Planetarium Renovation Project (the “Project”); and

WHEREAS, the Board has received and considered the following General Construction services bids:

General Construction Bidding Contractors	Bid amount
Bacon & Seiler Constructors, Inc.	\$128,200
Bouley Associates, Inc.	\$124,000
James & Son Construction Co., Inc.	\$120,000

WHEREAS, the Project Architect, King + King Architects, LLP, reviewed the contents of the General Construction services bids, vetted the qualifications of bidding contractors 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 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.
- The contractor has a history of failing to perform on small, single-trade projects for both the District and other school districts, which calls into question its ability to perform in this multiple prime contractor Project, where the General Construction scope is much larger and more complicated than a single-trade project and requires coordination with multiple prime contractors, not required in the context of a single-trade project.

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, this Project is larger, more complex and will require a much greater degree of prime contractor coordination than 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 General Construction services bid submitted by James & Son Construction Co., Inc., even though it submitted the lowest bid; and

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 General Construction services bid.
2. The Board hereby authorizes the Superintendent of Schools to take all actions necessary or convenient on behalf of the Board of Education to reject the bid submitted by James & Son Construction Co., Inc.
3. This Resolution shall take effect immediately.

Dated: January 14, 2019

Nynette Adams, **District Clerk**
Southern Cayuga Central School District

RESOLUTION

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The following Resolution was offered by Christine Brozon, and seconded by Matthew Bennett, with a vote of 6 yes to 0 no, with one absent (Kelsey Rossbach).

WHEREAS, the Board of Education of the Southern Cayuga Central School District (the “Board”) has solicited bids from prime contractors for construction services in conjunction with its 2018-19 Planetarium Renovation Project (the “Project”); and

WHEREAS, the bids were received and opened on December 13, 2018; and

WHEREAS, the Project Architect, King + King Architects, LLP, reviewed the bids and bidders’ qualifications for the Project, discussed the Project with the lowest responsible bidders and by letter dated December 26, 2018, subject to the contingencies set forth therein, has recommended award of contracts to the following bidders:

Trade	Contractor Name
General Construction Contract	Bouley Associates, Inc.
Electrical Contract	J&E Electric, Inc.
Masonry Contract	Siracusa Mechanical, Inc.

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 bids and award the contracts as recommended by the Project Architect;

NOW THEREFORE, the Board of Education of the Southern Cayuga Central School District hereby resolves to award the following contracts for the 2018-19 Planetarium Renovation Project:

1. General Construction Contract: Award of contract to the low bidder, Bouley Associates, Inc.; Auburn, New York, in the following amount:

Base Bid	\$117,000.00
Alternate GC-01	\$7,000.00
Total	\$124,000.00

2. Mechanical Contract: Award of contract to the low bidder, Siracusa Mechanical, Inc.; Auburn, New York, in the following amount:

Base Bid	\$254,770.00
Alternate MC-01	\$11,200.00
Alternate MC-02	\$2,900.00
Alternate MC-03	\$3,800.00

Total	\$272,670.00
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3. Electrical Contract: Award of contract to the low bidder, J&E Electric, Inc.; Auburn, New York, in the following amount:

Base Bid	\$67,600.00
Alternate EC-01	\$1,100.00
Total	\$68,700.00

4. The Board hereby authorizes the Superintendent of Schools to execute contracts in compliance with this Resolution, the bid solicitation, the Project scope and the Project timeline, for the 2018-19 Planetarium Renovation Project and take all actions necessary or convenient on behalf of the Board to enter into the said contracts and complete the Project.
5. This Resolution shall take effect immediately.

Dated: January 14, 2019

Nynette Adams, **District Clerk**
Southern Cayuga Central School District