

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

March 22, 2021

**MINUTES**

**Meeting conducted online via ZOOM**

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**1.0 CALL TO ORDER**

-- Pledge of Allegiance, Board President

At 7:01 PM Board President Kelsey Rossbach called the meeting to order and led the pledge of allegiance.

**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,

**Others present:** Megan Bradley, Julia Dunsmoor, Sarah Gologowski, Sandy Groth, Marcy Hand, Janet Lehman, Steve Moolin, Heather Rejman, Angela Simmons, Pat Tyrrell, Jacqueline Waligory

**2.0 APPROVAL OF THE AGENDA**

-- On a motion by Chris Brozon, seconded by Susan Gloss, the agenda was approved,

Motion carried: Yes – 7 No – 0

The calendar was reviewed.

**3.0 PRESENTATIONS -- none**

**4.0 VISITOR RECOGNITION**

-- Janet Lehman asked about the plan for the additional interim elementary principal. Assistant Superintendent Van Horn responded to her question and clarified that position is per diem. Ms. Lehman asked about a comprehensive plan that defines each individual's official roles & responsibilities. Superintendent Jensen responded that we don't have an official start date for the new interim, but the old interim will help with the transition and Assistant Superintendent Van Horn addressed that the plan is currently being developed.

Susan Gloss lost her Zoom internet connection at 7:09 pm.

## **5.0 OLD BUSINESS**

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the action items listed in section 5.0.

Motion made by Chris Brozon, seconded by Matt Bennett.

Motion carried: Yes – 6 No – 0

Susan Gloss re-entered the Zoom meeting at 7:11 pm.

--SCCS Communicable Disease – Pandemic Plan as an addendum to the District-Wide Safety Plan, Second Reading

-- Policies, Second Reading; as recommended by the Policy Committee

- Policy #5440 District Cell Phones; minor revisions recommended
- Policy #5510 Accounting of Funds; minor revisions recommended
- Policy #5511 Reserve Funds; minor revisions recommended
- Policy #5520 Extra-Classroom Activities Fund; no revision recommended
- Policy #5530 Petty Cash Funds and Cash in School Buildings; no revision recommended
- Policy #5540 Publication of the District's Annual Financial Statement; no revision recommended
- Policy #5550 Maintenance of Fiscal Effort (Title 1 Programs); no revision recommended
- Policy #5551 Allocation of Title 1, Part A Funds in the District; no revision recommended
- Policy #5560 Use of Federal Funds for Political Expenditures; no revision recommended

## **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 March 8, 2021

-- CSE Recommendations; 2020/2021 and 2021/2022

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

- Policy #5570 Financial Accountability; minor revisions recommended

-- Non-Resident Students 2021/22 school year, in accordance with employee agreements.

- |                                  |                                     |
|----------------------------------|-------------------------------------|
| -- Matteo Bartolotta, grade 4    | -- Nathanael Hand, grade 12         |
| -- Lia Bartolotta, grade 10      | -- David Hayden, grade 9            |
| -- Abigail Davis, grade 5        | -- Paul Hayden, grade 8             |
| -- Kennady Davis, grade 2        | -- Taylen Heredia Nickerson,<br>UPK |
| -- Alyssa Gavurnik, grade 12     | -- Abigail Hurd, grade 1            |
| -- August Gregg, UPK             | -- Jacob Hurd, grade 4              |
| -- Sawyer Gregg,<br>Kindergarten |                                     |

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

- 2 tables
- washing machine
- four drawer, vertical file cabinet

-- District Calendar; 2021-2022

-- Resolution; Ithaca City School District, Health and Welfare Services and Southern Cayuga Central School District for children residing in said school district and attending non-public schools in the Ithaca City School District, Ithaca, New York to begin on September 8, 2020, and to end on June 25, 2021; *see attached resolution*.

-- Resolution; OCM BOCES and the Board of Education of the Southern Cayuga Central School District, service agreement for lit fiber for high speed communication services in Co-Ser 601; *see attached resolution*

-- Westminster Manor Remote Emergency Evacuation Site Agreement: re-approved an agreement between the Southern Cayuga Central School District and Westminster Manor, 81 South Street, Auburn NY, whereby the school district agrees to allow the use of the high school gymnasium as a remote emergency evacuation site for residents and staff members of Westminster Manor in the event this becomes necessary due to an emergency and the primary evacuation site in Auburn is not available. This agreement was first approved on March 12, 2007; updated annually as requested.

-- American Red Cross Emergency Evacuation Site Agreement: re-approved an agreement between the Southern Cayuga Central School District and The American Red Cross of the Western Region of New York, whereby the school district agrees to allow the use of the high school gymnasium and cafeteria as a remote emergency evacuation site in the event this becomes necessary due to an emergency.

Assistant Superintendent Van Horn shared that we are waiting for the school district attorney to clarify whether we need to add this local library resolution to our May 18, 2021 ballot for voter approval. If we do not need to add it, due to neither library seeking a tax increase this year, we may need to rescind the resolution at our April 12, 2021 Board of Education meeting.

-- Local Libraries: **RESOLVED** that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby adopts a resolution to approve a proposition to be included on the May 18, 2021, ballot.

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

The annual library tax levy would remain at \$122,150 per year for the support of both the Aurora Free Library and the Hazard Library Association. The school district has a legal obligation to put this proposal before the voters. It is separate from the school budget proposal.

Shall the following resolution be adopted, to wit:

**RESOLVED** that the Board of Education for the Southern Cayuga Central School District is hereby authorized to keep the tax levy at \$122,150 for the support and operation of the Aurora Free Library (\$72,150 *no increase this year*) and the Hazard Library Association (\$50,000; *no increase this year*). If not approved by the voters, the amount raised will remain at the current annual level of \$122,150.

## **7.0 PERSONNEL/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 7.0, for the 2020/21 school year or for the term as indicated. **Amendment in BOLD.**

Motion made by Chris Brozon, seconded by Susan Gloss.

Motion carried: Yes – 7 No – 0

### **-- RESIGNATIONS**

-- Paula Colton, Elementary Teacher, for retirement purposes, effective June 30, 2021

-- Mary Ferro, Teaching Assistant, for retirement purposes, effective June 30, 2021

-- Dawn Sedorus, Library Media Specialist, for retirement purposes, effective June 30, 2021

**-- APPOINTMENTS**

-- Interim Elementary Principal: Michael Simons of Ithaca, NY, effective on or about March 23, 2021, until June 30, 2021, at a rate of \$375 per day

-- Assistant Principal/Athletic Director: Caitlin Wasielewski of Baldwinsville, NY; 1.0 FTE, Assistant Principal/Athletic Director, July 1, 2021 to June 30, 2025; \$78,000 pro-rated.

Be it resolved that the Board of Education hereby appoints Caitlin Wasielewski of Baldwinsville, NY who will hold initial certification in School Building Leader/School District Leader, to a four (4)-year probationary appointment in the School District Administrator tenure area as a 1.0 FTE Assistant Principal/Athletic Director, effective July 1, 2021 through June 30, 2025; (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 administrator 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 administrator 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.

Name:	Caitlin Wasielewski
Assignment:	Assistant Principal/Athletic Director
Date of Hire:	July 1, 2021
Anticipated Expiration of Probationary Appointment:	June 30, 2025
Certification Area(s):	School Building Leader, Anticipated Certification School District Leader, Anticipated Certification School Building Leader, Internship Certificate School District Leader, Internship Certificate Mathematics (7-12) professional Mathematics Extension (5-6) professional Instructional Technology Specialist (K-12) professional
Annual Contract Salary:	\$78,000 pro-rated
Educational Background:	BA, Elmira College, 2015 MS, Syracuse University, 2018 CAS, SUNY Oswego, 2021
Experience:	Administrative Intern, North Rose-Wolcott Fall & Winter Sports Coordinator, North Rose-Wolcott Mathematics teacher, North Rose-Wolcott HS, 2015 to present Leader, STEAM Taskforce, North Rose-Wolcott Leader, Math Department, North Rose-Wolcott Leader, Freshmen Teacher Team, North Rose-Wolcott
Reason:	to fill vacancy

-- Miscellaneous Appointments

-- Marlena Nivison, Substitute Teacher

-- 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** Varsity Girls Swim Coach, Cathy Murray; stipend from \$4,881.00 to **\$3,905.25**

**8.0 BUSINESS OFFICE REPORTS/INFORMATIONAL ITEMS -- none**

**9.0 SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS --**

-- Superintendent Patrick Jensen shared that the 2020 voter-approved Capital Project was approved last week by NYSED. Construction will start at the end of June. The bid opening will be held on April 20, 2020.

-- Superintendent Jensen shared that Cayuga County schools will be receiving Grant Funding from federal stimulus money. He hasn't received any further information on the funding other than its purpose is to make up gaps in student learning due to the pandemic.

-- Superintendent Jensen shared that NYS has applied for a waiver from federal testing requirements, but that has not been accepted yet. There are currently four required NYS Regents exams that high school students will take in June. The ELA and Math testing for grades 3-8 are shortened to one day tests. SCCS is a computer-based testing school and our tests will be held in April.

-- There has been a tremendous parent response for our School Reopening Plan. 90 to 95% of elementary students that are currently hybrid want to return to full-time status. The CDC has updated their pandemic guidelines and he expects the NYS Department of Health will also update theirs shortly. As we wait for further instruction, we are planning. We're redoing our A/B bus runs to be K-6 daily bus runs in all directions. Students will likely have different bus drivers and routes. Students will need to wear both a mask and a face shield while on the bus. Custodial staff will start prepping the elementary cafeteria and classrooms for full capacity. We don't have the capability to bus all UPK students at this time due to their car seat requirements, they ride buses home with 7-12 grade students that will still be on an A/B schedule. The next steps include communication to parents via School Messenger. We're hoping to shift all K-6 hybrid students to daily in-person instruction. Chris Brozon asked if SCCS will provide the face shields for students riding buses and Assistant Superintendent Van Horn has already ordered them. She also asked if the district will resume Covid testing of asymptomatic students and staff and Superintendent Jensen said yes, but we may need to send a new parent consent form home for signatures. Kelsey Rossbach

asked if the face shields plus masks are required on buses only and that is true, due to under three feet of social distancing available on buses. She also asked at what point will we bring back grades 7 through 12? Superintendent Jensen responded that 12% of those students are already here every day, including Compass, CTE, CSE and ELL students. He said that Mr. Carnicelli feels confident in the synchronous learning that is happening at the junior/senior high school, test scores are showing that students are learning, and a sample taken of the student body indicated that a lot of the students prefer the hybrid synchronous model. However, if a parent feels their child needs to be here every day, please reach out to him or Mrs. Carnicelli. Chris Brozon asked whether Staff Development Day was successful and Superintendent Jensen said that Mr. Carnicelli and Mrs. Herrling could provide feedback to her on that because he's been very busy with the elementary principal search and capital project. Rachel McCarthy asked if we've waived any academic eligibility requirements for student athletes. Superintendent Jensen hasn't seen any eligibility list for this season. Mr. Carnicelli messaged in that they're not currently using an ineligibility list.

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

- Discussion Topics - none
- Athletics; Chris Brozon, Dave Harvatine, Rachel McCarthy
  - Chris Brozon said that she's looking forward to having a dynamic Assistant Principal/Athletic Director, she's a great find for SCCS.
- Audit; Chris Brozon, Dave Harvatine, Bruce Kopp
  - No report.
- Budget/Finance; Chris Brozon, Bruce Kopp, Kelsey Rossbach
  - No report.
- Directions/Long-Range Education; Matt Bennett, Susan Gloss, Kelsey Rossbach
  - Met on March 17, 2021, minutes will be provided at a future meeting. The committee looked at data and how the teachers are assessing ELA & Math growth. K-2 students appear to be struggling the most.
- Facilities; Matt Bennett, Dave Harvatine, Rachel McCarthy
  - Minutes, March 4, 2021 meeting provided
  - Next Meeting, April 1, 2021 at 8:00 am
- Policy; Chris Brozon, Rachel McCarthy
  - No report.
- Safety/Wellness; Susan Gloss, Kelsey Rossbach
  - Kelsey Rossbach asked whether the committee will meet again regarding re-opening and Superintendent Jensen confirmed they will to look at the remainder of the safety plan for any changes.

Exhibit #7

- Transportation; Susan Gloss, Kelsey Rossbach
  - No report. Dave Harvatine asked whether we asked about parents providing student transportation in the re-opening survey and Superintendent Jensen said that about 26 parents responded they will transport their student on the opposite A/B day. Kelsey Rossbach asked if there are any concerns or fears about carpooling. Superintendent Jensen believes we all have small groups of friends we travel with normally.
- Cayuga Onondaga School Boards Association (COSBA) Executive Committee; Dave Wiemann
  - No report. Kelsey Rossbach has emailed Dave Wiemann.

### **PROPOSED EXECUTIVE SESSION**

On a motion by Chris Brozon, seconded by Susan Gloss, the Board of Education entered executive session at 7:57 pm to discuss the appointment of a particular person and employment history of a particular person.

Motion carried: Yes – 7 No – 0

### **RETURN TO OPEN SESSION**

On a motion by Chris Brozon, seconded by Susan Gloss, the Board of Education returned to open session at 8:31 pm.

Motion carried: Yes – 7 No – 0

### **ADJOURNMENT**

On a motion by Dave Harvatine, seconded by Rachel McCarthy, the Board of Education meeting adjourned at 8:33 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,  
Marcy Hand, District Clerk



**THIS AGREEMENT** made in duplicate this 22<sup>nd</sup> day of March 2021, 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, NY 13026 as party of the first part, and the Ithaca City School District, Ithaca, 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 non-public schools in the Ithaca City School District, Ithaca, New York to begin on September 8, 2020, and to end on June 25, 2021.

Now Therefore, The said party of the first part hereby agrees to pay the party of the second part the sum of \$1,556.00 for health and welfare services to be provided under section 912 to two (2) children residing in said Southern Cayuga School District and attending non-public schools in said Ithaca City School District, Ithaca, 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 non-public 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.

**WHEREAS**, the Board of Education of the Southern Cayuga Central School District (hereinafter referred to as the “District”) desires to enter into a thirty-six month service agreement with the Onondaga-Cortland-Madison Board of Cooperative Educational Services (hereinafter referred to as OCM BOCES) in order for the OCM BOCES to furnish certain services to the District pursuant to New York State Education Law 1950(4)(jj), those services being lit fiber for high speed communication services in Co-Ser 601.

**NOW, THEREFORE**, it is

**RESOLVED**, that the Board of Education of Southern Cayuga Central School District agrees to enter into a contract with the OCM BOCES for the provision of said services to the District and not to exceed in total over the life of this agreement the annual amount of \$52,138.00 and associated CNYRIC charges

with such amount to include annual OCM BOCES support costs and applicable taxes and surcharges, and with such support costs and applicable taxes and surcharges included at the current rate and subject to change as established in the OCM BOCES budget or mandated by any federal, state or local authority.

This amount may be amended with the approval of both parties. The District will be liable to OCM BOCES for early cancellation or withdrawal from this agreement to the same extent that OCM BOCES is liable to any vendor(s) of these services, including liability for applicable penalties or liquidated damages, and the District also be liable for costs and expenses, including reasonable attorneys’ fees and disbursements, incurred by OCM BOCES as consequence of any such early cancellation or withdrawal. Payment will be made as part of a regular annual OCM BOCES contract for services. Further, this agreement is subject to the approval of the Board of Education of OCM BOCES. This contract will be for a maximum period of thirty-six months commencing on or about July 1, 2021 and continue through June 30, 2024.