

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

May 13, 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.

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

Others present: Nynette Adams, Deb Kellogg, Bruce Kopp, Carin Kopp, Catherine Kopp, Melissa Mahannah, Chase Marshall, Kayle Mayberry, Connie McGarr, Mary Napier, Hunter Park; Makenzie Power, Josh Shaw, Genna Sheehy, Amy Tuft, Laurie Waldron, Megan Wheeler, Dean Winspear, Rebecca Yacovone, others who did not sign in

2.0 APPROVAL OF AGENDA

-- On a motion by Chris Brozon, seconded by Kelsey Rossbach, the Board of Education approved the agenda. Visitor recognition was held prior to the presentations.

Motion carried: Yes – 7 No – 0

The calendar was reviewed.

4.0 VISITOR RECOGNITION; RESIDENTS WISHING TO ADDRESS THE BOARD --

-- Various community residents spoke to the board regarding an event that took place today and how the district communicated and responded. A major theme of concern was how parents first heard about the event from Facebook posts. Superintendent Jensen stated there was an internet outage throughout central New York schools that prevented the use of our email, access to student information database and school notification systems. This caused a delay in getting information to parents.

3.0 PRESENTATIONS –

-- **Budget Hearing Presentation** -- The proposed 2019/20 school district budget was reviewed with Power Point slides. The budget vote is next week, Tuesday, May 21, from 7:00 am to 9:00 pm in the district office.

Loretta Van Horn responded to questions regarding the budget and capital reserves.

-- **Meet the Candidates** -- Candidates for the Board of Education each spoke regarding their candidacy for the three open seats on the board. The three candidates will be listed in this order on the ballot. No one had further questions for them.

- Bruce Kopp
- Matthew Bennett
- Susan Gloss

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 of the regular Board of Education meeting held on April 24, 2019

-- Recommendations of the Committee on Special Education

-- Student Recognition: the Board of Education hereby endorses the nomination of Catherine Kopp as Outstanding Student, to be honored at the May 30 annual dinner meeting of the Cayuga-Onondaga School Boards Association (COSBA).

-- Staff Recognition: The Board of Education hereby endorses the nomination of Jeannette Lutkins as Outstanding Elementary Teacher, to be honored at the May 30 annual dinner meeting of the Cayuga-Onondaga School Boards Association (COSBA).

-- Surplus books and workbooks from the guidance office; no longer in use

-- Summer Program to be held Monday thru Friday for five weeks; July 8-12, July 15-19, July 22-26, July 29-August 2 and August 5-9. The program time is 9:00 am until 3:30 pm, for students entering grades 1-6, with a fee of at most \$200 per week per participant. This program will be funded from tuition and a limited number of scholarships provided by the district.

-- Meeting Dates set dates for 2019/2020 Board of Education meetings

-- Create Position; non-competitive Civil Service position of Messenger, effective May 1, 2019

- Juul Agreement between an SCTA member and the Board of Education of the Southern Cayuga Central School District
- Reserve Creation; Teachers' Retirement System (TRS) Contribution Reserve; full resolution attached
- Sherwood Scholarship Board of Education approval of the awards for the 2018/19 school year

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 Chris Brozon, seconded by Ann LaFave.

Motion carried: Yes – 7 No – 0

-- RESIGNATIONS

- Teaching Assistant Steven Baumes, to take a probationary position as a social studies teacher, effective June 30, 2019
- Math Teacher Joseph Landry, for personal reasons, effective June 30, 2019

-- TERMINATION

- 0.5 School Bus Driver-0.5 Cleaner Melissa Henry, effective April 24, 2019

-- CHANGE IN EMPLOYMENT STATUS –

- Part-Time Account Clerk Gloria Sherman permanent appointment as Part-Time Account Clerk at the conclusion of her probationary period

-- APPOINTMENTS

- Driver Education Teacher Greg Otis for the summer of 2019, July 8 to August 2, for up to 12 students, at a rate of \$5,000
- Summer Program the following staff member will work the summer program, at remuneration not to exceed \$925 per week each, based on the program generating sufficient revenue

-- Julia Dunsmoor
-- Jeannette Lutkins

-- Jennifer Sikora
-- Erin Young

-- Messenger, Part-Time; Ann Sill; \$15 per hour; effective May 1, 2019

-- Election Inspectors; alternates

- Beverly Buisch
- Mary Hemans
- Bobbi Hill
- Gloria Sherman

-- Volunteers

- | | | |
|--------------------|--------------------|--------------------|
| -- Justine Belles | -- Mike Huber | -- LaCosta Saville |
| -- Casey Davis | -- Mary Manzari | -- Shannon Saville |
| -- Kellie Ellis | -- Michael McLean | -- Nicole Sedorus |
| -- Susan Gloss | -- Jenn Piscitelli | -- Kim Sellen |
| -- Dave Harvatine | -- Lisa Reynolds | -- Wayne Stuttle |
| -- Doug Hastings | -- Cody Rossbach | -- Ashley Swan |
| -- Monica Hastings | -- Josh Saville | -- Nicole Vroman |
| -- Tonya Hill | | |

-- Miscellaneous

- Andrew Poklemba, recreation aide
- Diane Banner, substitute food service helper
- Frank Benenati, occasional driver
- Jill Rafferty, substitute food service helper

-- Long-Term Substitute Elementary Teacher Rhonda Gall Campbell of Skaneateles NY, as Long-Term Substitute Elementary Teacher, effective September 1, 2019, through on or about June 30, 2020; salary based on 2018/19 contract salary schedule of \$51,905, step 2 +30M; (to be adjusted when contract is finalized).

-- Social Studies Teacher Steven Baumes of Auburn, effective October 22, 2018, through on or about October 21, 2022; salary based on 2018/19 contract salary schedule of \$54,300, Step 3 +48M (to be adjusted when contract is finalized).

Be it resolved that the Board of Education hereby appoints Steven Baumes of Auburn NY, who holds initial certification in Social Studies 7-12, to a four (4)-year probationary appointment in the Social Studies Tenure Area, as 1.0 FTE Social Studies Teacher, effective October 22, 2018, to October 21, 2022; (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, he shall not be eligible for tenure at that time.

-- Teaching Assistant Nicole Jackson of Scipio Center NY as Teaching Assistant, effective September 1, 2019, to June 30, 2023; at a salary of \$22,000.

Be it resolved that the Board of Education hereby appoints Nicole Jackson of Scipio Center NY, who holds a Level 1 Teaching Assistant certificate, to a four (4)-year probationary appointment in the Special Subject Tenure Area of Teaching Assistant, as 1.0 FTE Teaching Assistant, effective September 1, 2019, to June 30, 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.

-- Teaching Assistant Shawn Burton of Locke NY as Teaching Assistant, effective October 22, 2019, to October 21, 2022; salary based on 2018/19 contract salary schedule of \$17,203, (to be adjusted when contract is finalized).

Be it resolved that the Board of Education hereby appoints Shawn Burton of Locke NY, who holds a Level 1 Teaching Assistant certificate, to a four (4)-year probationary appointment in the Special Subject Tenure Area of Teaching Assistant, as 1.0 FTE Teaching Assistant, effective October 22, 2018, to October 21, 2022; (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.

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 April 2019.

Motion made by Chris Brozon, 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 April 2019 Treasurer's Report.

Motion made by Chris Brozon, seconded by Mike Huber.

Motion carried: Yes – 7 No – 0

Amount	From	To	Comments
\$15,000	Planetarium fuel oil	Buildings/grounds equipment	Equipment for sidewalk, greenhouse & ball field preparation
\$10,600	High school electric		
\$20,000	Other benefits	Buildings/grounds contracts	Project clerk services for planetarium project and additional masonry work for building damage
\$7,790	Custodial summer salary		
\$1,300	Planetarium fuel oil		

9.0 SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS – none

10.0 BOE COMMITTEES/DISCUSSION TOPICS

- Athletics Committee; BOE reps Matt Bennett, Chris Brozon, Susan Gloss
 - Next meeting set for Monday, June 10, 6:00 pm
- 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
 - Minutes April 24 meeting provided
 - Next meeting TBD
- Facilities Committee; BOE reps Dave Harvatine, Mike Huber, Ann LaFave
 - Next meeting TBD; planetarium work is progressing
- Policy Committee; BOE reps Chris Brozon, Kelsey Rossbach
 - Next meeting TBD
- Safety/Wellness Committee; BOE reps Ann LaFave, Kelsey Rossbach
 - 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; the COSBA annual dinner & awards night is on May 30, to be held at the Aurora Inn.

-- Dean Winspear noted that the CNY School Boards Association annual meeting is set for Wednesday, May 29, at The Lodge; he also noted a future paving project at BOCES and how students who attend BOCES have been able to find good jobs. Susan Gloss thanked him for attending BOCES meetings and reporting on them to the board.

QUESTIONS FROM THE AUDIENCE REGARDING AGENDA ITEMS -- none

PROPOSED EXECUTIVE SESSION --

On a motion by Chris Brozon, seconded by Ann LaFave, the Board of Education entered executive session at 8:04 pm to discuss the employment history of particular persons and collective bargaining with one of the district's unions.

Motion carried: Yes – 7 No – 0

RETURN TO OPEN SESSION --

On a motion by Mike Huber, seconded by Chris Brozon, the Board of Education returned to open session at 9:30 pm.

Motion carried: Yes – 7 No – 0

Board members discussed the planetarium project, including the purchase of a star projection machine at \$164,349. The district plans to use the \$50,000 grant from DASNY with the additional \$114,349 from the current fund balance. All board members agreed to authorize this purchase and use of funds.

ADJOURNMENT

On a motion by Kelsey Rossbach, seconded by Dave Harvatine, the Board of Education meeting adjourned at 9:40 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Nynette Adams, District Clerk

WHEREAS, the Southern Cayuga Central School District participates in the New York State Teachers' Retirement System ("TRS"); and WHEREAS, on June 13, 2011, the Board of Education of the Southern Cayuga Central School District by resolution established a Retirement Contribution Reserve Fund known as the RESERVE for RETIREMENT CONTRIBUTIONS pursuant to Section 6-r of the General Municipal Law; and

WHEREAS, the Board of Education has determined it is also appropriate to establish a sub-fund within said Retirement Contribution Reserve Fund pursuant to Section 6-r of the General Municipal Law.

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the Southern Cayuga Central School District, pursuant to Section 6-r of the General Municipal Law, as follows:

1. The Board hereby establishes a sub-fund within the RESERVE for RETIREMENT CONTRIBUTIONS to be known as the TEACHER RETIREMENT RESERVE District Retirement Contribution Reserve Sub-Fund; and
2. The source of funds for this Reserve Sub-Fund shall be:
 - a. such amounts as may be provided therefore by budgetary appropriation or raised by tax therefore;
 - b. such revenues as are not required by law to be paid into any other fund or account;
 - c. such other funds as may be legally appropriated; and
 - d. notwithstanding any law to the contrary, such amounts as may be transferred from a reserve fund established pursuant to Section 6-c, 6-d, 6-e, 6-f or 6-g of Article 2 of the General Municipal Law, comprised of moneys raised from the same tax base as the moneys in the retirement contribution reserve fund, or a reserve fund established pursuant to Education Law Section 3651, provided that any such transfer shall only be made by Board resolution adopted after a public hearing held on at least 15 days prior notice published in at least one newspaper having general circulation in the District.
3. By resolution, the Board of Education may authorize expenditures from this Reserve Sub-Fund. Except as otherwise provided by law, moneys in this Reserve Sub-Fund may only be appropriated to finance retirement contributions to the New York State Teachers' Retirement System, and/or to offset all or a portion of the amount deducted from the moneys apportioned to the District from the State for the support of schools pursuant to Section 521 of the Education Law.
4. No member of the Board of Education or employee of the District shall:
 - a. authorize a withdrawal from this Reserve Sub-Fund for any purpose except as provided in Section 6-r of the General Municipal Law; or
 - b. expend any money withdrawn from this Reserve Sub-Fund for a purpose other than as provided in Section 6-r of the General Municipal Law.
5. The moneys contributed annually to the Reserve Sub-Fund shall not exceed 2% of the total compensation or salaries of all teachers (as that term is defined in Education Law §501[4]) employed by the District who are members of TRS paid during the immediately preceding fiscal year.

6. The balance of the Reserve Sub-Fund shall not exceed 10% of the total compensation or salaries of all teachers (as that term is defined in Education Law §501[4]) employed by the District who are members of TRS paid during the immediately preceding fiscal year.
7. The moneys in this Reserve Sub-Fund shall be deposited and secured in the manner provided by Section 10 of the General Municipal Law. The Board of Education or its authorized designee may invest the moneys in this Reserve Sub-Fund in the manner provided by Section 11 of the General Municipal Law. Any interest earned or capital gain realized on the money so deposited or invested shall accrue to and become part of this Reserve Sub-Fund.
8. The chief fiscal officer shall account for this Reserve Sub-Fund separate and apart from all other funds of the District. Such accounting shall show the source, date and amount of each sum paid into the sub-fund; the interest earned by such sub-fund; capital gains or losses resulting from the sale of investments of this sub-fund; the order, purpose thereof, date and amount of each payment from this sub-fund; the assets of the sub-fund, indicating cash balance and a schedule of investments. The chief fiscal officer, within sixty (60) days of the end of each fiscal year, shall furnish a detailed report of the operation and condition of this sub-fund to the Board of Education.
9. This Resolution shall take effect immediately.