

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

November 9, 2020

MINUTES

Meeting conducted online via Zoom

1.0 CALL TO ORDER/PLEDGE OF ALLEGIANCE

At 7:00 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 absent: none

Administrators present: Patrick Jensen, Loretta Van Horn

Others present: Nynette Adams, Julia Dunsmoor, Justin Frisbie, Lindsay Herrling, Ashley Houseknecht, Janet Lehman

2.0 APPROVAL OF AGENDA

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

Motion carried: Yes – 7 No – 0

The calendar was reviewed.

3.0 PRESENTATIONS –

-- Special Education Plan; Lindsay Herrling, CSE Chair, reviewed Power Point slides to summarize the Special Education Department; this presentation will be linked on the district website. She also spent some time answering questions.

4.0 VISITOR RECOGNITION –

Janet Lehman asked questions in the Zoom Chat Box regarding Covid; Superintendent Jensen reviewed the district plans. Susan Gloss lost her Zoom internet connection during this discussion.

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 Matt Bennett, seconded by Dave Harvatine.

Motion carried: Yes – 6 No – 0

-- Minutes BOE regular meeting **October 26, 2020**

-- CSE Recommendations

-- Budget Calendar, 2021/2022 school year; Assistant Superintendent Van Horn noted that a special meeting may be needed in April to adopt the 2021/2022 budget.

-- Participation in Cooperative Energy Purchasing Service for Electricity; resolution authorizing participation in cooperative energy purchasing service (NYSMEC) for electricity; *see attached resolution*.

-- Updated Records Retention Schedule; *see attached resolution*.

7.0 PERSONNEL/CONSENT ITEMS – none

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 accepts the Treasurer's Report for October 2020.

Motion made by Rachel McCarthy, seconded by Chris Brozon.

Motion carried: Yes – 6 No – 0

Susan Gloss returned to the meeting on Zoom.

-- *Budget Transfers*

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the budget transfers for the Treasurer's Report for October 2020.

Motion made by Chris Brozon, seconded by Rachel McCarthy.

Motion carried: Yes – 7 No – 0

<u>Amount</u>	<u>From</u>	<u>To</u>	<u>Explanation</u>
\$17,000	Staff development salary & contractual	Teaching contractual 7-12	Additional MiFi connection for internet connection
\$675,881	Real property taxes	STAR reimbursement	Reclass STAR portion of taxes to correct code

Assistant Superintendent Van Horn provided an update on the tax collection season; last day to pay taxes is Friday, November 13. Amount collected is right on target as this time last year.

9.0 SUPERINTENDENT'S REPORT/INFORMATIONAL ITEMS –

Superintendent Jensen has reached out to parents regarding a switch from remote learning to in-person learning (or the other way around); they should inform the principal. With the current small classes, there may be room at specific grade levels and on the buses for more to attend in house. He also spoke regarding the 2020/2021 sports seasons.

10.0 BOE COMMITTEES/DISCUSSION TOPICS

Discussion Topics: how to make COVID go away? ☺

- Athletics; Chris Brozon, Dave Harvatine, Rachel McCarthy
Superintendent Jensen will speak with Cathy Haight.
- Audit; Chris Brozon, Dave Harvatine, Bruce Kopp
Assistant Superintendent Van Horn noted that we have received the final audit report from the Office of the State Comptroller (OSC) audit.
- Budget/Finance; Chris Brozon, Bruce Kopp, Kelsey Rossbach
A line-by-line budget will be prepared soon for the 2021/2022 school year.
- Directions/Long-Range Education; Matt Bennett, Susan Gloss, Kelsey Rossbach
No plan yet for a meeting.
- Facilities; Matt Bennett, Dave Harvatine, Rachel McCarthy
 - Meetings are being held monthly.
- Policy; Chris Brozon, Rachel McCarthy
 - Minutes will be provided for the November 6 meeting.
 - Next meeting Wednesday, December 9, 9:00
- Safety/Wellness; Susan Gloss, Kelsey Rossbach
 - Next meeting Wednesday, December 2, 4:00 pm
- Transportation; Susan Gloss, Kelsey Rossbach
- Cayuga Onondaga School Boards Association (COSBA) Executive Committee;
 - Dave Wiemann

PROPOSED EXECUTIVE SESSION

On a motion by Chris Brozon, seconded by Susan Gloss, the Board of Education entered executive session at 7:53 pm to discuss the employment history of particular persons.

Motion carried: Yes – 7 No – 0

RETURN TO OPEN SESSION

On a motion by Rachel McCarthy, seconded by Matt Bennett, the Board of Education returned to open session at 9:09 pm.

Motion carried: Yes – 7 No – 0

ADJOURNMENT

On a motion by Matt Bennett, seconded by Dave Harvatine, the Board of Education meeting adjourned at 9:10 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Nynette Adams, District Clerk

**RESOLUTION AUTHORIZING PARTICIPATION IN
COOPERATIVE ENERGY PURCHASING SERVICE
(NYSMEC) FOR ELECTRICITY**

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, the Southern Cayuga Central School District (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED, that this Board hereby determines that it is in the interests of the Southern Cayuga Central School District to participate in the NYSMEC, and authorizes and directs OCM BOCES to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

BE IT FURTHER RESOLVED, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$0.0736 cents per kWh for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

RESOLVED by the Board of Education of the Southern Cayuga Central School District, that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED that in accordance with Article 57-A,

- (a) Only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)* after they have met the minimum retention periods described therein;
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.