

SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Agenda
High School Library

October 10, 2023
6:00 pm

- 1.0 Call to Order
- 2.0 Pledge of Allegiance
- 3.0 Approval of the Agenda

Motion made by _____ Seconded by _____

Vote: YES ____ NO ____

Calendar/Dates to Remember

No School – Staff Development Day – Friday, October 20th
Board of Education Meeting – Monday, October 23rd at 6:00 pm

- 4.0 Questions from the audience regarding agenda items – This item is reserved for questions about the Board’s discussion and action on topics relevant to this agenda. The duration of the questions should be kept to a reasonable length, four minutes or less.
- 5.0 Presentation: FFA – Halee Wasson and students
- 6.0 New Business/Action Items: Consent Agenda
BE IT 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 A through E.

Motion made by _____ Seconded by _____

Vote: YES ____ NO ____

- A. Minutes; Board of Education meeting September 25, 2023 Exhibit #1
- B. CSE Recommendations; 2023/2024 Exhibit #2
- C. Surplus Items; obsolete items to be sold or discarded if deemed no value

C.1	Whiteboard, damaged
C.2	Metal desk
- D. Wells College Education Program Study Project; Research to be collected from employees who are graduates of Wells College
- E. Overnight Field Trip Request – National FFA Convention, Indianapolis, Indiana; four (4) students to travel on Thursday, November 2 through Saturday, November 4, 2023; students will be accompanied by Halee Wasson Exhibit #3

Proposed Executive Session

Note: The President of the Board of Education has requested an executive session to discuss matters leading to the appointment of particular persons who have applied to fill positions needed within the District.

Motion made by _____ Seconded by _____

Vote: YES ____ NO ____

Return to Open Session

Motion made by _____ Seconded by _____

Vote: YES ____ NO ____

7.0 Personnel/Consent Items; Consent Agenda

BE IT 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 A through E, for the 2023/24 school year or for the term as indicated.

Motion made by _____ Seconded by _____

Vote: YES ____ NO ____

A. Appointments 2023-2024

A.1	Substitute Teacher, Certified: Patricia Bowman , effective September 1, 2023
A.2	Substitute Food Service Helper, Roxanne Nesbit , effective October 11, 2023

B. Co-Curricular Appointments 2023-2024

B.1	Chaperone	Nate Van Hall	\$52 per event/session/game
B.2	Chaperone	Mike VanDoren	\$52 per event/session/game
B.3	Chaperone	Lily Vernon	\$52 per event/session/game
B.4	Chaperone	Halee Wasson	\$52 per event/session/game
B.5	Tutor	Jacquelyn Jones	\$ per contract

C. Winter Sports Appointments 2023-2024

C.1	Varsity Girls Basketball Coach	Ed Heslop	\$6,801
C.2	Junior Varsity Girls Basketball Coach	Colleen Lukas	\$3,743
C.3	Girls Modified Basketball Coach	Dennis Johnson	\$2,793
C.4	Varsity Boys Basketball Coach	Alex Fox	\$4,533
C.5	Junior Varsity Boys Basketball Coach <i>split stipend</i>	Collin Walter	\$1,702
C.6	Junior Varsity Boys Basketball Coach <i>split stipend</i>	Justin Walter	\$1,702
C.7	Modified Boys Basketball Coach	Colton Gregg	\$2,793
C.8	Varsity Indoor Track Coach	Steve Holden	\$4,987
C.9	Modified Fitness Club	Danielle Collier	\$2,793
C.10	Varsity Boys Swim Coach	Ian Murray	\$4,533
C.11	Boys Modified Swim Coach	Brett Jillson	\$2,793

D. Salary Adjustments; 2023/2024 school year, based on verification of completed Masters level classes and/or Masters level classes previously approved.

	<i>Staff Member</i>	<i>Current Step</i>	<i>Masters Level Credits Earned</i>	<i>New Step</i>	<i>Adjustment Amount</i>
D.1	Renee Barone	Step 4 + 0	36	Step 4 + 36M	\$4,314
D.2	Elishia Hoatland	Step 17 + 36M	12	Step 17 + 48M	\$1,276
D.3	Hannah Jewell	Step 2 + 0	17	Step 2 + 17	\$838
D.4	Elizabeth Tyrrell	Step 20 + 30M	12	Step 20 + 42M	\$1,276
D.5	Halee Wasson	Step 6 + 12	12	Step 6 + 24	\$838

E. Volunteers 2023-2024

E.1	Elementary Volunteer	Patricia Bowman
E.2	Elementary Volunteer	Maureen Coats
E.3	Elementary Volunteer	Jaclyn Freeland Britt
E.4	Elementary Volunteer	Anita Furness
E.5	Elementary Volunteer	Kayla Hildreth
E.6	Elementary Volunteer	Danielle Janssen
E.7	Elementary Volunteer	Krista Tyrrell

F. Co-Curricular Appointments through ESSER Reserve Grant:

F.1	Crafty Connections	Rachel Franklin	\$312
F.2	Crafty Connections	Michelle Howe	\$312
F.3	Guitar & Ukulele	Ricky Gessler	\$1,755
F.4	Chess	Bill Zimpfer	\$1,170
F.5	Flag Football	Danielle Collier	\$819
F.6	Flag Football	Bill Hasenjager	Volunteer
F.7	Flag Football	Ray Lupo	Volunteer
F.8	Plastic Instruments	Ricky Gessler	\$0 – during school day
F.9	Dance Assistant	Beth VanDeValk	\$1,501.50
F.10	CPR for Babysitting	Caitlin Rejman	\$780
F.11	Ag & FFA Pals	Brett Jillson	\$1,170

8.0 Business Office Reports/Informational Items – Audit Update

9.0 Superintendent's Report/Informational Items – Facilities Update

10.0 Board of Education/Committees

A. Committees

A.1	Athletics ; Matt Bennett, Rachel McCarthy, Heather Rejman Met on Monday, September 25 th , meeting minutes provided.	Exhibit #4
A.2	Audit ; Tim Pallokat, Heather Rejman, Kelsey Rossbach Will meet on Monday, October 23 rd at 5:15 pm in the District Office.	
A.3	Budget/Finance ; Dave Harvatine, Janet Lehman, Tim Pallokat	

A.4	<i>Directions/Long-Range Education;</i> Janet Lehman, Rachel McCarthy, Kelsey Rossbach
	Met on Thursday, September 28 th , meeting minutes provided. Exhibit #5
A.5	<i>Facilities;</i> Matt Bennett, Dave Harvatine, Kelsey Rossbach
	The Facilities Committee will meet again on Thursday, November 2 nd at 9 am in the District Office
A.6	<i>Policy;</i> Rachel McCarthy, Heather Rejman
	Will meet on Wednesday, October 18 th at 8:10 am in the District Office.
A.7	<i>Safety/Wellness;</i> Janet Lehman, Rachel McCarthy
A.8	<i>Transportation;</i> Matt Bennett, Tim Pallokat
A.9	<i>Cayuga Onondaga School Boards Association (COSBA);</i> Dave Wiemann

11.0 Visitor Recognition; Residents Wishing to Address the Board

Any resident of the Southern Cayuga Central School District is welcome to address the Board of Education on items pertaining to the education and/or the operation of the school district, at this time. Any resident wishing to address the Board of Education must fill out a 3x5 card with name and topic of conversation. Questions and comments relating to the employees of the district will not be permitted; such questions should be referred to the Superintendent at another time. Residents are asked to limit their presentation to four (4) minutes or less.

12.0 Adjournment

Motion made by _____ Seconded by _____

Vote: YES ____ NO ____

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

October 10, 2023

High School Library

6:00 PM

1. Draft Minutes – September 25, 2023 Meeting
2. CSE Recommendations 2023-24
3. Overnight Field Trip Request – National FFA Convention
4. Athletics Committee Meeting Minutes - September 25, 2023
5. Directions/Long-Range Education Committee Meeting Minutes -
September 28, 2023

Exhibit #1

SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Minutes - DRAFT
High School Library

September 25, 2023
6:00 pm

1.0 Call to Order at 6:03 PM Board President Kelsey Rossbach called the meeting to order.

2.0 Pledge of Allegiance Board President Kelsey Rossbach led the pledge.

Board members present: Matthew Bennett, Dave Harvatine, Janet Lehman, Rachel McCarthy, Tim Pallokat, Heather Rejman, Kelsey Rossbach

Board members absent: none

Administrators present: Patrick Jensen, Loretta Van Horn

Others present: Nynette Adams, Julia Dunsmoor, Marcy Hand, Mary Hemans, Robb Jetty, Lori Knopp, Melanie Pallokat, Beth VanDeValk

Kelsey Rossbach, Board President, asked the Board of Education to consider moving the Executive Session from prior to Section 6.0 Personnel/Consent Items to the end of the meeting or to add an additional Executive Session at the end of the meeting.

Rachel McCarthy made a motion to move the executive session to the end of the meeting, motion seconded by Matt Bennett.

Motion carried: Yes – 7 No – 0

3.0 Approval of the Amended Agenda – executive session moved to the end of the meeting
On a motion by Matt Bennett, seconded by Rachel McCarthy, the amended agenda was approved.

Motion carried: Yes – 7 No – 0

4.0 Questions from the audience regarding agenda items – None

5.0 Presentation: Grant Updates – Superintendent Jensen shared information regarding the current grants the school district is receiving including ARP Homeless, Small, Rural School Achievement, Title 1A, Title 2A, Title 3, Title 4, UPK, UPK Expansion, CRRSA ESSER II Act, and ARP ESSER III Act.

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 A through C.

Motion made by Matt Bennett, seconded by Rachel McCarthy

Motion carried: Yes – 7 No – 0

A. Minutes; Board of Education meeting September 11, 2023

B. CSE Recommendations; 2023/2024

- C. Amend Overnight Field Trip Request - Gerace Research Center, San Salvador, Bahamas: six (6) twelfth grade students to travel to San Salvador, Bahamas to conduct science research and data collection for the Gerace Research Center, Saturday, March 2nd through Saturday, March 9th, 2024; students will be accompanied by Caitlin Rejman

6.0 Personnel/Consent Items; Consent Agenda

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 A through E, for the 2023/24 school year or for the term as indicated.

On a motion by Matt Bennett, seconded by Rachel McCarthy

Motion carried: Yes – 6 No – 0 Abstained – 1 (Janet Lehman)

A. Resignations

A.1	Jeffery Weaver , Cleaner, effective September 19, 2023
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B. Appointments 2023-2024

B.1	<u>Food Service Helper/School Monitor: Manda Allen</u> , to a position as a Food Service Helper/School Monitor, with a 52-week probationary period, effective September 26, 2023, at a rate of \$14.62 per hour.
B.2	<u>Point of Contact for Departments of Social Services/Foster Care with Southern Cayuga Central School District: Lindsay Herrling</u>
B.3	<u>Substitute Bus Attendant: Christopher Howe</u> , effective September 26, 2023
B.4	<u>Substitute Teacher Aide: Cassie Krebs</u> , effective September 26, 2023
B.5	<u>Amend Teaching Assistant: Yasmine Smith*</u> ; pending certification, to a four (4) year probationary appointment in the special subject tenure area of teaching assistant, to a four (4) year probationary appointment in the special subject tenure area of teaching assistant, effective October 2, 2023, to October 1, 2027; \$21,500, pro-rated . <i>*The expiration dates of the 4-year probationary appointment are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the employee 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 teaching assistant receives an ineffective composite or overall rating in the final year of the probationary period, the teaching assistant shall not be eligible for tenure at that time.</i>

C. Co-Curricular Appointments 2023-2024

C.1	ELL Tutor	Michele Shaw	\$ per contract
C.2	Tutor	Sarah Allen	\$ per contract
C.3	Tutor	Renee Barone	\$ per contract
C.4	Tutor	Kim Hutchings	\$ per contract
C.5	Tutor	Jeanette Owens	\$ per contract

D. Summer Curriculum Work 2023-2024:

D.1	Reading League Training	Stacey Gavurnik	\$150
D.2	Reading League Training	Rhonda Hayden	\$150

E. Volunteers 2023-2024

E.1	Elementary Volunteer	Megan Bradley
E.2	Elementary Volunteer	Ashley Dimon
E.3	Elementary Volunteer	Melissa Jordan
E.4	Elementary Volunteer	Lori Knopp
E.5	Elementary Volunteer	Teressa Naylor
E.6	Elementary Volunteer	Christine Osterhoudt
E.7	Elementary Volunteer	Janet Reohr
E.8	Elementary Volunteer	Hannah Richter
E.9	Elementary Volunteer	Peggy Tabone

7.0 Business Office Reports/Informational Items – None

8.0 Superintendent’s Report/Informational Items – None

9.0 Board of Education/Committees

A. Committees

A.1	Athletics; Matt Bennett, Rachel McCarthy, Heather Rejman Met on Monday, September 25 th , meeting minutes will be provided. Matt Bennett shared they reviewed sports enrollment numbers and a new sports registration platform.
A.2	Audit; Tim Pallokat, Heather Rejman, Kelsey Rossbach Will meet on Tuesday, October 10 th at 5:15pm in the District Office.
A.3	Budget/Finance; Dave Harvatine, Janet Lehman, Tim Pallokat Will meet after the audit is complete.
A.4	Directions/Long-Range Education; Janet Lehman, Rachel McCarthy, Kelsey Rossbach Will meet on Thursday, September 28 th at 9 am in the District Office.
A.5	Facilities; Matt Bennett, Dave Harvatine, Kelsey Rossbach Met on Thursday, September 7 th , meeting minutes provided. Superintendent Jensen shared he & Assistant Superintendent Van Horn met with Bellows Construction & RSA staff to review the Capital Outlay Project. The Facilities Committee will meet again on Thursday, November 2 nd at 9 am in the District Office.
A.6	Policy; Rachel McCarthy, Heather Rejman Will meet on Monday, October 23 rd at 5 pm in the District Office.
A.7	Safety/Wellness; Janet Lehman, Rachel McCarthy Will meet in November.
A.8	Transportation; Matt Bennett, Tim Pallokat No report.
A.9	Cayuga Onondaga School Boards Association (COSBA); Dave Wiemann No report.

10.0 Visitor Recognition; Residents Wishing to Address the Board – None

Executive Session

On a motion by Matt Bennett, seconded by Rachel McCarthy, the Board of Education entered executive session at 6:33 pm to discuss matters leading to the appointment of particular persons who have applied to fill positions needed within the District.

Motion carried: Yes – 7 No – 0

Return to Open Session

On a motion by Matt Bennett, seconded by Dave Harvatine, the Board of Education returned to open session at 7:20 pm.

Motion carried: Yes – 7 No – 0

11.0 Adjournment

On a motion by Dave Harvatine, seconded by Rachel McCarthy, the Board of Education meeting adjourned at 7:25 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Marcy Hand, District Clerk

Exhibit #2

Exhibit #3

**SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT
FIELD TRIP REQUEST/INSTRUCTIONAL PLAN
OVERNIGHT FIELD TRIP**

INSTRUCTIONS

Prepare and submit via the Principal to the Superintendent for approval at least **six (6) weeks** prior to the scheduling of an overnight field trip.

IDENTIFICATION

School Southern Cayuga High School Submitted by Halee Wasson

Destination National FFA Convention - Indianapolis, Indiana

Departure Thursday, November 2nd 2023 TBD. High School
Date Time Location

Dismissal time N/A

Return Saturday, November 4th 2023 TBD High School
Date Time Location

Number of participating staff 1 Name(s) Ms. Halee Wasson

Grade level(s) 12th Number of students attending 4

Is bus transportation needed? Yes Approximate number of miles round trip 1,260

Are substitutes needed? Yes Are lunches needed? No

Consent forms must be secured from all parents/guardians (attach copy for this trip)

INSTRUCTION OBJECTIVES

(be specific; include prerequisites, proficiency level desired and measurement)

Students will understand the importance and relevance of FFA to agricultural education. Students will identify opportunities in agriculture nationally.

ACTIVITIES

Preparation *(how will the students be prepared for the trip as an instructional activity?)*

Students have already completed and participated in events hosted by the chapter, district, and state to attend the convention.

(continued)

**SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT
FIELD TRIP REQUEST/INSTRUCTIONAL PLAN
OVERNIGHT FIELD TRIP**

ACTIVITIES *(continued)*

On trip *(what instructional activities will occur on the trip?)*

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Students will...

1. Participate in agricultural business tours to identify opportunities in agriculture nationally.
2. Attend agricultural workshops and listen to speakers to identify the importance of FFA and agricultural education.

Follow up *(upon return, what activities will occur to enrich the experience and to determine if the objectives were achieved?)*

Students will reflect on their experience by sharing their experiences with members, and using what they learned to better the FFA chapter.

CORRELATION

(name the subject matter area(s) to which the experiences of this trip will correlate; explain in what way the trip correlates)

Leadership and career readiness, public speaking and communication skills, agricultural knowledge, etc.
See the convention schedule attached.

PROVISIONS FOR CONTINUITY OF SCHOOL WORK

What instructional provisions have been made to help participants keep up with other classes that they will miss?

N/A

What specific plans have been made for the continued instruction of those students who will not participate in the field trip project?

N/A

(continued)

**SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT
FIELD TRIP REQUEST/INSTRUCTIONAL PLAN
OVERNIGHT FIELD TRIP**

PRINCIPAL'S REMARKS

Approved _____ Not Approved _____

Signature Caitera Wasilowski _____ Date 10/5/23 _____

Comments

Trip is pending based on student interest and commitment.

SUPERINTENDENT'S REMARKS

Approved _____ Not Approved _____

Signature _____ Date _____

Comments

Exhibit #4



SC Meeting Agenda

Committee: Athletics Committee

Date: September 25th

Time: 5:00 pm

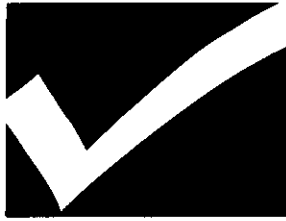
Location: Guidance Office Conference Room

Attendance: Matt, Rachel, Heather, Patrick, Caitlin



Item #	Topic	Minutes
1	Fall Sports Numbers	We took a look at fall sports numbers from the past several years and discussed the trends.
2	Final Forms	<p>Final Forms is our new sports registration platform we will begin using during the winter season.</p> <p>Families will receive an email with instructions for how to create an account and register their student. Final Forms has great customer service if families need assistance.</p> <p>Final Forms will be a huge timesaver for families as their information will be saved in their account from season to season and year to year. It will also help improve safety for the coaching staff.</p>
3	Founders Hall of Fame	<p>We discussed last year adding a Founders Hall of Fame for any individual who graduated/coached/assisted at King Ferry, Sherwood, or Genoa. The nomination process is the same as the Southern Cayuga Hall of Fame.</p> <p>We discussed whether this should be a separate induction or whether we should induct at the same time. The consensus was having one induction for both would be best, as we do not want to separate the two Halls more than needed. It would also be tough to have two separate inductions and give equal opportunities to both.</p>

Exhibit #5



SCCS Directions Committee Meeting Minutes

September 28, 2023

9:00 am - 10:10 am

District Office

MEMBERS: Matt Bennett, Kelsey Rossbach, Janet Lehman & Patrick Jensen

Discussion

1. The committee discussed proposed topics which included the frequency and timing of future meetings, outstanding topics, setting board goals, and potential board training and board meeting presentations.
2. The committee will meet twice in October and twice in November and then decide future meetings.
3. The committee discussed improving communication with the community along with the district's online presence.
4. The committee discussed a possible school tax exemption requested by volunteer firefighters. Two committee members will reach out to local town supervisors.
5. The committee discussed potential topics for community presentations/trainings.

The meeting adjourned at 10:10 am.

The next meeting tbd.