

SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Agenda
High School Library

September 11, 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

Board of Education Meeting – Monday, September 25th at 6:00 pm
Board of Education Meeting – Tuesday, October 10th 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: Fiscal Advisors – Mike Shusda
- 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 D.

Motion made by _____ Seconded by _____

Vote: YES ____ NO ____

- A. Minutes; Board of Education meeting August 28, 2023 Exhibit #1
- B. Reject Bid as received for the 2023/2024 Capital Outlay Project. Zerodraft of CNY Inc. recognizes they were missing documents and had inconsistencies in their submitted bid package. They agree to accept the district’s rejection as the lowest qualified bidder.

	Contractor	Base Bid
B.1	Zerodraft of CNY Inc.	\$87,500

- C. Accept Bids as received for the 2023/2024 Capital Outlay Project

	Contractor	Base Bid
C.1	Bellows Construction Specialties, LLC	\$87,779
C.2	Bouley Associates, Inc.	\$143,400
C.3	Iversen Construction Corp.	\$91,200

D. Award Bid to the lowest responsible bidder for the 2023/2024 Capital Outlay Project

	Contractor	Base Bid
D.1	Bellows Construction Specialties, LLC	\$87,779

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 F, for the 2023/24 school year or for the term as indicated.

Motion made by _____ Seconded by _____

Vote: YES ____ NO ____

A. Resignations

A.1	Sherri Gallow , Food Service Helper/Monitor, effective August 25, 2023
-----	---

B. Changes in Employment Status

B.1	<u>Teaching Assistant: Rachel Franklin</u> , from a 1.0 FTE reduced to a 0.4 FTE, effective September 1, 2023.
-----	--

C. Appointments 2023-2024

C.1	Substitute Bus Attendant: Dallas Dockstader , effective September 1, 2023
C.2	<u>Teacher Aide: Maria Montalvo Radcliff</u> , to a 1.0 FTE position as a Teacher Aide, with a 52-week probationary period, effective September 12, 2023, at a rate of \$14.62 per hour
C.3	<u>Teacher Aide: Kirsten Potter</u> , to a 0.6 FTE position as a Teacher Aide, with a 52-week probationary period, effective September 12, 2023, at a rate of \$14.62 per hour
C.4	<u>Substitute Teacher, Uncertified, Substitute Teaching Assistant & Substitute Teacher Aide: Kylie Rejman</u> , effective September 12, 2023
C.5	<u>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. <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.6	Substitute Bus Driver: Daryl Thaler , effective July 1, 2023

D. Salary Adjustments 2023-2024

D.1	<u>Amend Long-Term Substitute English as a Second Language Teacher, Kalyn Deans</u> , long term English as a Second Language Teacher, effective September 1, 2023, through June 30, 2024; Step 8 +48M; \$65,275; with professional certification in Childhood Education Grades 1-6.
-----	---

E. Co-Curricular Appointments 2023-2024

E.1	Swim Timer/Scorer	Steve Baumes	\$ per contract
-----	-------------------	--------------	-----------------

F. Volunteers 2023-2024

F.1	Elementary Volunteer	Elisabeth MacCormick
F.2	Elementary Volunteer	Claire McDonald
F.3	Elementary Volunteer	Michelle Miller
F.4	Elementary Volunteer	Howard Nelson
F.5	Elementary Volunteer	Christine Ward

8.0 Business Office Reports/Informational Items

9.0 Superintendent's Report/Informational Items

10.0 Board of Education/Committees

A. Committees

A.1	<i>Athletics</i> ; Matt Bennett, Rachel McCarthy, Heather Rejman	
A.2	<i>Audit</i> ; Tim Pallokat, Heather Rejman, Kelsey Rossbach	Will meet on Tuesday, October 10 th at 5:15pm in the District Office
A.3	<i>Budget/Finance</i> ; Dave Harvatine, Janet Lehman, Tim Pallokat	
A.4	<i>Directions/Long-Range Education</i> ; Janet Lehman, Rachel McCarthy, Kelsey Rossbach	
A.5	<i>Facilities</i> ; Matt Bennett, Dave Harvatine, Kelsey Rossbach	Met on Thursday, September 7 th at 9 am in the District Office
A.6	<i>Policy</i> ; Rachel McCarthy, Heather Rejman	
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**

September 11, 2023

High School Library

6:00 PM

1. Draft Minutes – August 28, 2023 Meeting

Exhibit #1

SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Minutes - **DRAFT**

August 28, 2023

High School Library

5:00 pm

- 1.0 Call to Order at 5:01 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, Luke Carnicelli, Mike Naylor, Caitlin Wasielewski

Others present: Nynette Adams, Linda Clark, Marcy Hand, Mary Hemans, Lori Knopp

Kelsey Rossbach, Board President, asked the Board of Education to consider adding an executive Session prior to Section 6.0 Personnel/Consent Items.

Dave Harvatine made a motion to add an executive session prior to Section 6.0 Personnel/Consent Items to discuss matters leading to the employment of a particular person and employment history of a particular person, motion seconded by Rachel McCarthy

Motion carried: Yes – 7 No – 0

Kelsey Rossbach, Board President, and the Board of Education have moved meeting times to 6:00 pm moving forward.

Kelsey Rossbach, Board President, introduced Michael Naylor, Emily Howland Elementary School Principal to the Board of Education and welcomed him to SCCS. Principal Naylor spoke and gave a brief synopsis of himself and his career.

- 3.0 Approval of the Amended Agenda
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 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 5.0 A through E.

Motion made by Dave Harvatine, seconded by Rachel McCarthy

Assistant Superintendent Loretta Van Horn reported that SCCS received the decision from NYSED's Child Nutrition Program Administration today notifying us the district qualifies for the Community Eligibility Provision for 2023/24, which provides free meals for all students. Superintendent Jensen publicly thanked her for hard work in compiling and submitting data to NYS for this opportunity for all students. She explained the factors involved and student

percentages that made this possible. She noted meal prices need to be adopted for students that purchase an additional meal.

Motion carried: Yes – 7 No – 0

A. Minutes; Board of Education meeting August 14, 2023

B. CSE Recommendations; 2023/2024

C. Surplus Items; obsolete items to be sold or discarded if deemed no value

C.1	Books from the book room, damaged
C.2	Colorado Swim Touchpads (3), non-functioning, non-repairable
C.3	Books, Personal Finance, Career Choices, Elementary Dictionary, outdated

D. Safety Plans; adopt the District-Wide Safety Plan and the Building-Level Safety Plans for the 2023/24 school year.

E. Meal Prices for the 2023/24 school year:

	<u>Grades PreK-6</u>		<u>Grades 7-12</u>	
	<u>Breakfast</u>	<u>Lunch</u>	<u>Breakfast</u>	<u>Lunch</u>
2023/24	\$1.75	\$2.60	\$1.75	\$2.70

Executive Session

On a motion by Dave Harvatine seconded by Rachel McCarthy, the Board of Education entered executive session at 5:14 pm to discuss matters leading to the employment 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 Dave Harvatine, seconded by Rachel McCarthy, the Board of Education returned to open session at 5:45 pm.

Motion carried: Yes – 7 No – 0

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 6.0 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

Kelsey Rossbach, Board President, reminded us volunteers need to complete paperwork on an annual basis.

Motion carried: Yes – 7 No – 0

A. Appointments

A.1	6 th Teaching Section: Tim Amory , \$7,415.80 stipend, per contract
-----	---

A.2	Substitute Bus Driver: Frank Benenati
A.3	English Teacher: Marie Lakie* , with New York State Professional Certification in English Language Arts 7-12 – four (4) year probationary appointment in the English Tenure Area, effective September 1, 2023 through August 31, 2027, compensation at the annual level of Step 7 + 30M; \$62,632 <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 teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3014-c and/or 3014-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, the teacher shall not be eligible for tenure at that time.</i>
A.4	Mentor 2023-2024: Elishia Hoatland , for mentee George Murphy, with a stipend of \$1,250
A.5	Elementary School MTSS Coordinator: Meghan Picciano , \$3,068 stipend
A.6	Substitute Librarian: Dawn Sedorus , \$55 per hour
A.7	6 th Teaching Section: Halee Wasson \$5,832.70 stipend, per contract

B. IDEA Grant Summer Work 2023:

B.1	Special Education Collaboration	Kendra Collier	\$200
-----	---------------------------------	-----------------------	-------

C. Jr/Sr High School Regents Proctors and Graders August 2023:

C.1	Jacquelyn Jones	2 hours or less	\$ per contract
C.2	Emma Lutkins	8 hours or less	\$ per contract

D. New Teacher Academy 2023

D.1	Elishia Hoatland	\$75
-----	-------------------------	------

E. Volunteers:

E.1	Elementary Volunteer	Linda Brisson
E.2	Elementary Volunteer	Mary Crosley
E.3	Elementary Volunteer	Juliet Gibbs
E.4	Elementary Volunteer	Carin Kopp
E.5	Elementary Volunteer	Elaine Meyers
E.6	Elementary Volunteer	Elizabeth Stilwell

7.0 Business Office Reports/Informational Items – None

8.0 Superintendent's Report/Informational Items – Superintendent Jensen shared a video from WCNY about their Enterprise America program, featuring SCCS staff and students. Principal Carnicelli shared information about the program with the Board of Education.

9.0 Board of Education/Committees/Discussion Topics

A. Future Discussion Topics – Kelsey Rossbach, Board President, shared the Directions/Long-Range Education Committee will investigate future discussion topics and make recommendations to the Board of Education for their consideration.

B. Committees

B.1	<i>Athletics</i> ; Matt Bennett, Rachel McCarthy, Heather Rejman	No report.
B.2	<i>Audit</i> ; Tim Pallokat, Heather Rejman, Kelsey Rossbach	Will meet on Tuesday, October 10 th at 5:15 pm in the District Office
B.3	<i>Budget/Finance</i> ; Dave Harvatine, Janet Lehman, Tim Pallokat	No meeting date set.
B.4	<i>Directions/Long-Range Education</i> ; Janet Lehman, Rachel McCarthy, Kelsey Rossbach	The committee is working to schedule their first meeting.
B.5	<i>Facilities</i> ; Matt Bennett, Dave Harvatine, Kelsey Rossbach	Will meet on Thursday, September 7 th at 9 am in the District Office
B.6	<i>Policy</i> ; Rachel McCarthy, Heather Rejman	Will meet after school starts.
B.7	<i>Safety/Wellness</i> ; Janet Lehman, Rachel McCarthy	Will meet in October or November.
B.8	<i>Transportation</i> ; Matt Bennett, Tim Pallokat	No meeting date set.
B.9	<i>Cayuga Onondaga School Boards Association (COSBA)</i> ; Dave Wiemann	Kelsey Rossbach reached out to Dave but didn't hear back from him.

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

11.0 Adjournment

On a motion by Dave Harvatine, seconded by Matt Bennett, the Board of Education meeting adjourned at 5:58 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Marcy Hand, District Clerk