

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

August 23, 2021

MINUTES

Meeting held in the High School Cafeteria

1.0 CALL TO ORDER

At 5:00 PM Board President Kelsey Rossbach called the meeting to order and led the pledge of allegiance.

Board members present: Kelsey Rossbach, Susan Gloss, David Harvatine, Bruce Kopp, Rachel McCarthy

Board members absent: Christine Brozon, Matthew Bennett,

Administrators present: Patrick Jensen, Loretta Van Horn, Boyan Mnahoncak

Others present: Susan Allen, Julia Dunsmoor, Marcy Hand, Janet Lehman

2.0 APPROVAL OF THE AGENDA

-- On a motion by Rachel McCarthy, seconded by Susan Gloss, the agenda was approved.

Motion carried: Yes – 5 No – 0

The calendar was reviewed.

CALENDAR/DATES TO REMEMBER

New Teacher Orientation – Tuesday, August 31

Staff Development Days – Wednesday, September 1 & Thursday, September 2

Labor Day Holiday – Monday, September 6

First Day of School – Tuesday, September 7

Regular Board of Education Meeting – Monday, September 13

3.0 PRESENTATIONS – none

4.0 QUESTIONS FROM THE AUDIENCE REGARDING AGENDA ITEMS

-- Janet Lehman had ESSER & ARP staffing questions at the last Board meeting and said she now has questions regarding overall staffing in September.

5.0 OLD BUSINESS – none

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.

Bruce Kopp asked whether there should be a reference check on Massa Construction. Superintendent Jensen said their work is reviewed by construction management from C & S. The canopy and structural issues in the high school office were unforeseen. Massa has been responsive, but they are having a hard time with staffing. Assistant Superintendent Van Horn said there was concern about their bid being so low, but their costs are lower because they are already mobilized here.

Motion made by Rachel McCarthy, seconded by Susan Gloss

Motion carried: Yes – 5 No – 0

-- Minutes BOE meeting August 9, 2021

-- Safety Plans; adopt the District-Wide Safety Plan and the Building-Level Safety Plans for the 2021/22 school year

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

-- utensil cart - aged

-- milk cooler - aged

-- rolling pin, pastry blender, soup ladles, whisks, measuring cups, scoops – aged

-- Accept Bids as received for the 2021/2022 Capital Outlay Project

Contractor	Base Bid	Alternate GC-01	Alternate GC-03	Total
Driscoll Masonry	\$35,900	\$55,150	\$25,800	\$116,850
Heritage Masonry	\$49,456	\$67,100	\$40,250	\$156,806
Lupini Construction, Inc.	\$48,900	\$64,980	\$39,615	\$153,495
Massa Construction, Inc.	\$31,000	\$36,000	\$17,000	\$84,000
Raymond E. Kelly, Inc.	\$55,400	\$54,000	\$27,555	\$136,955

-- Award Bid to the lowest responsible bidder for the 2021/2022 Capital Outlay Project

-- Massa Construction, Inc.

\$84,000

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 2021/22 school year or for the term as indicated.

Dave Harvatine asked whether it is okay for Jennifer Sikora to mentor two new teachers and whether she would have enough time, Superintendent Jensen replied yes.

Motion made by Rachel McCarthy, seconded by Susan Gloss

Motion carried: Yes – 5 No – 0

-- RESIGNATIONS

-- Jessica Stowell, Food Service Helper, effective August 24, 2021

-- Lyndsay Corey, Elementary Teacher, effective August 31, 2021

-- APPOINTMENTS

-- Substitute Food Service Helper: **Jessica Stowell** for 2021/2022 school year

-- Substitute Teacher & Substitute Teaching Assistant: **Sandra Groth** for 2021/2022 school year

-- Elementary Teacher: **Craig McMeekin** of Ithaca, NY; 1.0 FTE Elementary Teacher; September 1, 2021, to August 31, 2025; Step 3+48M, \$57,093.

Be it resolved that the Board of Education hereby appoints Craig McMeekin of Ithaca, NY, who holds professional certification in Childhood Education (grades 1-6), to a four (4)-year probationary appointment in the Elementary Education Tenure Area, as 1.0 FTE Elementary Education Teacher, effective September 1, 2021, to August 31, 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 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.

-- Miscellaneous appointments

-- Mentor: **Jeannette Lutkins** for Nicole Franklin, 2021/2022 school year; \$1,250

-- Mentor: **Rhonda Hayden** for Shelly Moscato, 2021/2022 school year; \$1,250

-- Mentor: **Jenn Davis** for Bethany Murphy, 2021/2022 school year; \$1,250

-- Mentor: **Kendra Collier** for Jessica Michaels, 2021/2022 school year; \$1,250

-- Mentor: **Janet Otis** for Sarah Collins, 2021/2022 school year; \$1,250

- Mentor; **Jen Sikora** for Alexis Crawford, 2021/2022 school year; \$1,250
- Mentor; **Jen Sikora** for Leslie Kiser, 2021/2022 school year; \$1,250
- Mentor; **Liz Tyrrell** for Amanda Teng, 2021/2022 school year; \$1,250
- Mentor; **Tammy Perkins** for Cristiane Lourenco, 2021/2022 school year; \$1,250
- Mentor; **Heather Snyder** for Carissa Smith, 2021/2022 school year; \$1,250
- Mentor; **Peter Bakija** for Elissa Murphy, 2021/2022 school year; \$1,250
- Head Lifeguard; Ian Murray
- Head Lifeguard; Jamison Murray
- Head Lifeguard; Brooke Green
- Elementary & Family Swim Substitute Director; Ian Murray,
- Elementary & Family Swim Substitute Director; Jamison Murray
- Elementary & Family Swim Substitute Director; Brooke Green
- Lifeguard; Taylor Green
- Lifeguard; Dan Davis
- Lifeguard; Tae Moon

-- **RESCIND APPOINTMENTS**

- RESCIND K-12 Family Outreach Coordinator: Board of Education appointment of **Lindsay Maynard** of Ithaca, NY as K-12 Family Outreach Coordinator, September 1, 2021, to August 31, 2025
- RESCIND Elementary Teacher; Board of Education appointment of **Jennifer Warner** of Freeville, NY as 1.0 FTE Elementary Teacher; September 1, 2021, to August 31, 2025

-- **AMEND APPOINTMENT**

- AMEND **Leslie Kiser** of Auburn, NY; 1.0 FTE **Special Education Teacher**; September 1, 2021, to August 31, 2025; Step 1+39M, \$54,038.

Be it resolved that the Board of Education hereby appoints Leslie Kiser of Auburn, NY, with **pending initial certification in Students with Disabilities (Grades 1-6)**, to a four (4)-year probationary appointment in the **Special Education Tenure Area**, as **1.0 FTE Special Education Teacher**, effective September 1, 2021, to August 31, 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 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.

8.0 BUSINESS OFFICE REPORTS/INFORMATIONAL ITEMS

-- Budget Transfers

RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the budget transfers including those from the Treasurer’s Report on August 9, 2021 for June 2021.

Bruce Kopp asked what the computer equipment is, Assistant Superintendent Van Horn said that they have pursued three-year licensing agreements, rather than single year agreements, along with many other items. She will send a specific list to Bruce.

Motion made by Rachel McCarthy, seconded by Susan Gloss

Motion carried: Yes – 5 No – 0

Amount	From	To	Explanation
\$22.62	Superintendent Clerical Salary	District Clerk Salary	Year end adjustment – clean up
\$500.00	Finance Contractual	External Auditor	Unexpected scope of work increased – Federal Audit
\$10,282.19	Other Benefits	Treasurer Salary	Contractual payout of benefits
\$367.00	Finance – Supplies	Treasurer – Supplies	File cabinet
\$148.41	BOE Contractual	Tax Collector – Contractual	Tax Support Services Fees
\$25,751.12	Supervision – Student Resource Officer	Student Resource Officer	Align g/l coding to meet transparency reporting requirements
\$23,466.76	Other Benefits	PPE Supplies ESSER Grant	Balance of supplies to be expensed to general fund
\$4,357.96	Other Benefits	Liability Insurance	Prepaid cyber security & tank liability insurance for FY 2021-22
\$26,808.87	Other Benefits	Computer – Supplies	Year end adjustment – reimbursement of SSBA Funds
\$12,294.80	Other Benefits	Unemployment Insurance	Increase due to COVID expense
\$0.04	Other Benefits	BAN – Bus Interest	Year end adjustment – rounding adjustment
\$847.50	Other Benefits	Fixed Asset/Appraisal	Prepayment of fixed asset services
\$4,375.00	Other Benefits	Computer Assisted Instruction	Contractual payout of benefits

Amount	From	To	Explanation
\$73,000.00	Special Ed Teacher Assistants Salary	Computer Equipment	Prepayment of computer equipment for FY 2021-2022
\$42,000.00	Special Ed Teacher Aide Salary	Computer Equipment	Prepayment of computer equipment for FY 2021-2022
\$9,142.25	Special Ed Contractual Services	Computer Equipment	Prepayment of computer equipment for FY 2021-2022
\$52,216.78	Other Benefits	Computer Software	Prepayment of computer software for FY 2021-2022

9.0 SUPERINTENDENT’S REPORT/INFORMATIONAL ITEMS

--Federal Grants – Superintendent Jensen is looking for an expansion grant for UPK, to take up the slack that will exist when the Headstart program at SCCS will cease in the fall of 2022. He reviewed each of the grants the district is receiving. We still need to hire a couple reading coaches and a family outreach coordinator.

--Reopening – Superintendent Jensen sent a letter to the community on 8/6, a letter will go to staff this week. He said we will take similar preventative measures as we did in April, May & June when we averaged one case per month with no cases due to transmission on campus.

Susan Gloss asked how summer school went. Superintendent Jensen said he will have Luke Carnicelli’s input for the September 13th meeting.

10.0 BOARD OF EDUCATION; COMMITTEES/DISCUSSION TOPICS

- Discussion Topics - none
- Athletics; Chris Brozon, Dave Harvatine, Rachel McCarthy
 - Next meeting is on September 13, 2021, at 6:00 pm
- Audit; Chris Brozon, Bruce Kopp, Kelsey Rossbach
 - The committee will plan to meet in October.
- Budget/Finance; Chris Brozon, Dave Harvatine, Bruce Kopp
 - No report.
- Directions/Long-Range Education; Matt Bennett, Susan Gloss, Rachel McCarthy
 - The committee will plan to meet in October.
- Facilities; Matt Bennett, Dave Harvatine, Rachel McCarthy
 - Met August 16, 2021, meeting minutes provided
 - Next meeting is on August 30, 2021, at 8:00 am

Superintendent Jensen spoke with Ross Lawton and the crews lost three days of paving and concrete work last week due to the rain. All concrete work needs to be finished before the final paving can be done. The high school office will not be ready on the first day of school, there needs to be some structural repairs made. The hallways will be okay, the canopy is down, and a lot of people have commented they don't miss it. Dave Harvatine asked about concrete work being done by the canopy. Kelsey Rossbach asked where the high school main office will be located in the meantime, Superintendent Jensen said the staff will remain in the library, except Joanne Cartner will operate out of the conference room near the nurse's office.

-- Policy; Matt Bennett, Rachel McCarthy
-- No report.

-- Safety/Wellness; Susan Gloss, Kelsey Rossbach
-- No report.

-- Transportation; Susan Gloss, Kelsey Rossbach
-- Assistant Superintendent Van Horn said the small bus is here, the two larger buses will be here soon, and one large bus is delayed. The company won't take the trades until they've delivered the new buses.

-- Cayuga Onondaga School Boards Association (COSBA) Executive Committee; Dave Wiemann
-- No report.

11.0 VISITOR RECOGNITION; RESIDENTS WISHING TO ADDRESS THE BOARD

-- Janet Lehman asked whether there are any planned scenarios for remote learning or quarantined students in the event of school closure, will the district be ready? She said she is the grandmother of a first-grade student and some people thought last year went well and she said it did not. She said her granddaughter didn't get what she needed. She inquired about whether pods would be used again or if school will be more open. Superintendent Jensen said there will be self-contained classrooms, but students will go to specials. She asked if there will be masking for everyone, and he said yes. She said she could provide more details of what she thinks went well and didn't go well and she was asked to speak with elementary principal Mrs. Mnahoncak.

EXECUTIVE SESSION

On a motion by Rachel McCarthy seconded by Susan Gloss, the Board of Education entered executive session at 5:39 pm to discuss matters leading to the appointment of particular persons who have applied to fill positions needed within the district.

Motion carried: Yes – 5 No – 0

RETURN TO OPEN SESSION

On a motion by Rachel McCarthy seconded by Susan Gloss, the Board of Education returned to open session at 6:07 pm.

Motion carried: Yes – 5 No – 0

On a motion by Rachel McCarthy, seconded by Susan Gloss, the Board of Education approved adding addendum items to the Agenda.

Motion carried: Yes – 5 No – 0

On a motion by Rachel McCarthy, seconded by Susan Gloss, the Board of Education approved the following listed addendums to the personnel/consent section for the 2021/22 school year or for the term as indicated.

Motion carried: Yes – 5 No – 0

-- Teacher, **Kathleen Vona** of Cayuga, NY; 1.0 FTE Secondary English Teacher; September 1, 2021, to August 31, 2024; Step 18+30M, \$65,532.

Be it resolved that the Board of Education hereby appoints Kathleen Vona of Cayuga, NY, who holds permanent certification in English (grades 7-12), to a three (3)-year probationary appointment in the English Tenure Area, as 1.0 FTE Secondary English Teacher, effective September 1, 2021, to August 31, 2024; (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.

-- Food Service Helper: change of employment status of Lisa Reynolds FROM four (4) hours per day TO four & a half (4.5) hours per day, effective September 1, 2021.

ADJOURNMENT

On a motion by Dave Harvatine, seconded by Rachel McCarthy, the Board of Education meeting adjourned at 6:09 pm.

Respectfully submitted,
Marcy Hand, District Clerk