

# SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

## Board of Education Meeting Minutes - DRAFT

January 9, 2023

High School Library

7:00 p.m.

1.0 Call to Order at 7:00 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, David Harvatine, Janet Lehman, Rachel McCarthy, Heather Rejman, Kelsey Rossbach

**Board members late:** Christine Brozon at 7:01 p.m.

**Administrators present:** Patrick Jensen, Loretta Van Horn, Luke Carnicelli, Lindsay Herrling, Caitlin Wasielewski

**Others present:** Steve Baumes, CJ Calarco, Linda Clark, Julia Dunsmoor, Steve Fedrizzi, Justin Frisbie, Bill Hall, Marcy Hand, Christopher Howe, Jeannette Lutkins, Greg Otis, Meghan Picciano, Mariel Schneggenburger, Ann Sill, Scott Swan, Guy Van Benschoten, Beth VanDeValk, Paul Wheeler

3.0 Approval of the Agenda

On a motion by Rachel McCarthy, seconded by Matt Bennett, the agenda was approved.

Motion carried: Yes – 7 No – 0

The calendar was reviewed.

4.0 Questions from the audience regarding agenda items – none

5.0 Presentation:

District Special Education Plan; Lindsay Herrling, Director of Special Education and Student Services, shared information about the CSE process timeline, classification rates, the continuum of special education services, classification types, student numbers, current staff, current classrooms, and department accomplishments.

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 E.

On a motion by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

A. Minutes; Special Board of Education meeting December 19, 2022

B. CSE Recommendations; 2022/2023

C. Koon Scholarship Stipend; \$1,000 for Molly Thurston-Chase serving as secretary for the Koon Scholarship Committee

D. IRS Mileage Rate Change effective January 1, 2023; 65.5 cents per mile

E. Substitute Pay Rate Changes effective December 31, 2022

F. Herbicide/Pesticide Application

BE IT RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby approves the application of herbicide and pesticide on the district's sports fields in April through September 2023.

On a motion by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

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 2022/23 school year or for the term as indicated.

On a motion by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

A. Resignations

A.1 Part-time Clerk: **Michelle Howe**, to accept another job with the school district, effective January 1, 2023

A.2 School Bus Driver: **Kenneth Cobb**, effective January 14, 2023

B. Appointments

B.1 Senior Typist: **Michelle Howe**, to a probationary Civil Service appointment as Senior Typist for the elementary office, \$19.48 per hour, effective January 2, 2023

B.2 Account Clerk/Typist: **Justine Phillips Heiner**, to a provisional Civil Service appointment as Account Clerk/Typist for the district office, \$44,500 pro-rated, effective January 11, 2023

B.3 Food Service Helper/School Monitor: **Sherri Gallow**, to a probationary Civil Service appointment as Food Service Helper/School Monitor, \$14.20 per hour, effective January 10, 2023

B.4 Substitute Teacher, Substitute Teaching Assistant, Substitute Teacher Aide, uncertified: **Kimberly Anguish**, effective January 10, 2023

B.5 Substitute Teaching Assistant, Substitute Teacher Aide, uncertified: **Sherri Gallow**, effective January 10, 2023

B.6 Substitute Teacher uncertified, Substitute Teaching Assistant, Substitute Teacher Aide, Substitute Bus Attendant/Monitor, Substitute Food Service Helper/Monitor and Substitute Cleaner: **Julia Lampman**, effective January 10, 2023

B.7 Substitute Food Service Helper: **Amber Rose Matraw**, effective January 10, 2023

B.8 ELL Tutor: **Kaycee Simpson**, \$ per contract

B.9 Mentor 2022-2023: **Kim Hutchings**, for mentee Stephen Shepherd at a stipend of \$1,250, pro-rated

B.10 Field Placement: January 23 through May 5, 2023, Wells College student **Liz Purcell**, 3 hours per week, with Justin Frisbie and Acacia Phillips

B.11 Internship: February 1 through May 12, 2023, Wells College student **Makayla Zapanta**, 80 hours total, with Lindsay Osborne

C. Salary Adjustments: 2022/2023 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>
C.1	<b>Greg Otis</b>	Off Step + 42M	6	Off Step + 48M	\$583

D. Changes in Employment Status

D.1 Groundskeeper/School Bus Driver: **John West**, permanent appointment at conclusion of his probationary period

D.2 Cleaner: **Nancy West**, permanent appointment at conclusion of her probationary period

E. Co-Curricular Appointments: 2022/2023 school year

E.1 Boys Basketball Scorekeeper: **Chris Stevens**, \$ per contract

## 8.0 Business Office Reports/Informational Items

### A. Treasurer's Reports

BE IT RESOLVED that the SCCS Board of Education, on the recommendation of the Superintendent of Schools, hereby accepts the Treasurer's Reports for October and November 2022.

On a motion by Chris Brozon, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

9.0 Superintendent's Report/Informational Items – Superintendent Jensen shared information regarding interviewing and meeting with architectural firms. The school district will be working with Robertson Strong Apgar Architects and they'll be preparing a capital project for the May 2023 budget vote that will have a zero percent tax levy impact.

## 10.0 Board of Education/Committees

### A. Committees:

A.1 Athletics: Matt Bennett, Dave Harvatine, Rachel McCarthy  
Will meet on Monday, February 27<sup>th</sup> at 6:00 pm

A.2 Audit: Chris Brozon, Heather Rejman, Kelsey Rossbach  
No report.

A.3 Budget/Finance; Chris Brozon, Dave Harvatine, Janet Lehman

Assistant Superintendent Van Horn will call a meeting soon. Governor Hochul will be releasing preliminary school aid numbers this month.

A.4 Directions/Long-Range Education; Matt Bennett, Chris Brozon, Rachel McCarthy

Will meet on Monday, February 13<sup>th</sup> at 6:00 pm, in the High School Library

A.5 Facilities; Dave Harvatine, Janet Lehman, Kelsey Rossbach

Will meet on Tuesday, January 17<sup>th</sup> at 10:00 am, in the District Office

A.6 Policy; Matt Bennett, Rachel McCarthy, Heather Rejman

Met on Monday, December 12, 2022 at 6:00 pm, meeting minutes provided

Will meet on Monday, January 23<sup>rd</sup> at 6:00 pm, in the District Office

A.7 Safety/Wellness; Chris Brozon, Janet Lehman

Will meet on Monday, February 7<sup>th</sup> at 4:00 pm, in the District Office

A.8 Transportation; Heather Rejman, Kelsey Rossbach

Heather Rejman would like to meet. Assistant Superintendent Van Horn will schedule a meeting.

A.9 Cayuga Onondaga School Boards Association (COSBA) Executive Committee; Dave Wiemann

The COSBA Winter Summit will be held on Thursday, February 2<sup>nd</sup> at Cayuga-Onondaga BOCES. Several Board of Education members expressed interest in attending.

11.0 Visitor Recognition: Residents Wishing to Address the Board

Guy Van Benschoten spoke requesting a partial property tax exemption for active volunteer emergency first responders. He also encouraged meeting attendees to consider volunteering as a firefighter.

12.0 Adjournment

On a motion by Dave Harvatine, seconded by Rachel McCarthy, the Board of Education meeting adjourned at 7:37 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,  
Marcy Hand, District Clerk