

# SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Minutes  
High School Library

October 10, 2023  
6:00 pm

1.0 Call to Order at 6:03 PM Board Vice President Matthew Bennett called the meeting to order.

2.0 Pledge of Allegiance Board Vice President Matt Bennett led the pledge.

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

**Board members arriving late:** Kelsey Rossbach at 6:57 pm

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

**Others present:** Nynette Adams, Mark Bailey, Julia Dunsmoor, Marcy Hand, Mary  
Hemans, Robb Jetty, Lori Knopp, Melanie Pallokat,

3.0 Approval of the Amended Agenda –

On a motion by Rachel McCarthy, seconded by Dave Harvatine, the amended agenda was approved.

Motion carried: Yes – 6 No – 0

4.0 Questions from the audience regarding agenda items – None

5.0 Presentation: FFA – Halee Wasson and students Emma Bailey, Ava Harvatine, Deirdre Hastings, Norah McCarthy, Ellie Miller, Circe Perez, Monica Rejman, Mary Kate Vitale and Mackenzie Whitten shared information about the diverse activities, learning experiences and growth opportunities that are available to FFA club members.

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 F.

Motion made by Rachel McCarthy, seconded by Dave Harvatine

Motion carried: Yes – 6 No – 0

A. Minutes; Board of Education meeting September 25, 2023

B. CSE Recommendations; 2023/2024

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
- F. Donation; of 37 winter coats for Emily Howland Elementary students from Warm the Children, a partnership between Community Action Programs Cayuga/Seneca (CAP), The Citizen and the Rotary Club of Auburn.

Executive Session

On a motion by Rachel McCarthy, seconded by Dave Harvatine, the Board of Education entered executive session at 6:46 pm to discuss matters leading to the appointment of particular persons who have applied to fill positions needed within the District.

Motion carried: Yes – 6 No – 0

Kelsey Rossbach joined the meeting at 6:57 pm

Return to Open Session

On a motion by Dave Harvatine, seconded by Rachel McCarthy, the Board of Education returned to open session at 7:01 pm.

Motion carried: Yes – 7 No – 0

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

On a motion by Rachel McCarthy, seconded by Dave Harvatine

Motion carried: Yes – 7 No – 0

A. Resignation

A.1	<u>School District Treasurer, Central Treasurer for Student Extra-Classroom Activities Fund: <b>Jessica Stowell</b></u> , for personal reasons, effective October 15, 2023
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B. Leave of Absence Request

B.1	<b>Jodi Baker</b> , Senior Typist, to accept another position with the district; effective October 11, 2023 through on or about June 30, 2024
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C. Appointments 2023-2024

C.1	Substitute Teacher, Certified: <b>Patricia Bowman</b> , effective September 1, 2023
C.2	Substitute Food Service Helper, <b>Roxanne Nesbit</b> , effective October 11, 2023
C.3	<u>Substitute School District Treasurer, Substitute Central Treasurer for Student Extra-Classroom Activities Fund: <b>Jodi Baker</b></u> , effective October 11, 2023; \$67,000 pro-rated

D. Co-Curricular Appointments 2023-2024

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

E. 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>
E.1	<b>Renee Barone</b>	Step 4 + 0	36	Step 4 + 36M	\$4,314
E.2	<b>Elishia Hoatland</b>	Step 17 + 36M	12	Step 17 + 48M	\$1,276
E.3	<b>Hannah Jewell</b>	Step 2 + 0	17	Step 2 + 17	\$838
E.4	<b>Elizabeth Tyrrell</b>	Step 20 + 30M	12	Step 20 + 42M	\$1,276
E.5	<b>Halee Wasson</b>	Step 6 + 12	12	Step 6 + 24	\$838

F. Volunteers 2023-2024

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

G. Co-Curricular Appointments through ESSER Reserve Grant:

G.1	Crafty Connections	<b>Rachel Franklin</b>	\$312
G.2	Crafty Connections	<b>Michelle Howe</b>	\$312
G.3	Guitar & Ukulele	<b>Ricky Gessler</b>	\$1,755
G.4	Chess	<b>Bill Zimpfer</b>	\$1,170
G.5	Flag Football	<b>Danielle Collier</b>	\$819
G.6	Flag Football	<b>Bill Hasenjager</b>	Volunteer
G.7	Flag Football	<b>Ray Lupo</b>	Volunteer
G.8	Plastic Instruments	<b>Ricky Gessler</b>	\$0 – during school day
G.9	Dance Assistant	<b>Beth VanDeValk</b>	\$1,501.50
G.10	CPR for Babysitting	<b>Caitlin Rejman</b>	\$780
G.11	Ag & FFA Pals	<b>Brett Jillson</b>	\$1,170
G.12	Crafty Connections	<b>Bethany Murphy</b>	\$273

8.0 Business Office Reports/Informational Items – Assistant Superintendent Van Horn shared the Audit has been delayed and the Bonadio Group staff will be here to present at the October 23<sup>rd</sup> Board of Education meeting.

9.0 Superintendent’s Report/Informational Items – Superintendent Jensen gave a Facilities Update, including information about the scoreboard and the playground’s initial design.

10.0 Board of Education/Committees

A. Committees

A.1	<b>Athletics;</b> Matt Bennett, Rachel McCarthy, Heather Rejman Met on Monday, September 25 <sup>th</sup> , meeting minutes provided.
A.2	<b>Audit;</b> Tim Pallokat, Heather Rejman, Kelsey Rossbach Will meet on Monday, October 23 <sup>rd</sup> at 5:15 pm in the District Office.
A.3	<b>Budget/Finance;</b> Dave Harvatine, Janet Lehman, Tim Pallokat No report.
A.4	<b>Directions/Long-Range Education;</b> Janet Lehman, Rachel McCarthy, Kelsey Rossbach Met on Thursday, September 28 <sup>th</sup> , meeting minutes provided. Will meet again on Thursday, October 19 <sup>th</sup> at 9 am in the District Office.
A.5	<b>Facilities;</b> Matt Bennett, Dave Harvatine, Kelsey Rossbach The Facilities Committee will meet again on Thursday, November 2 <sup>nd</sup> at 9 am in the District Office
A.6	<b>Policy;</b> Rachel McCarthy, Heather Rejman Will meet on Wednesday, October 18 <sup>th</sup> at 8:10 am in the District Office.
A.7	<b>Safety/Wellness;</b> Janet Lehman, Rachel McCarthy Will meet on Wednesday, November 15 <sup>th</sup> at 4 pm in the District Office.
A.8	<b>Transportation;</b> Matt Bennett, Tim Pallokat No report.
A.9	<b>Cayuga Onondaga School Boards Association (COSBA);</b> Dave Wiemann No report.

11.0 Visitor Recognition; Residents Wishing to Address the Board –

Robb Jetty asked for Board of Education member contact information to be placed on the SCCS website and he asked the Board to move Executive Sessions from the middle of the meeting agenda to the end.

12.0 Adjournment

On a motion by Dave Harvatine, seconded by Rachel McCarthy, the Board of Education meeting adjourned at 7:13 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,  
*Marcy Hand*, District Clerk