

SOUTHERN CAYUGA CENTRAL SCHOOL DISTRICT

Board of Education Meeting Minutes
High School Library

September 11, 2023
6:00 pm

1.0 Call to Order at 6:00 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, Dave Harvatine, Janet Lehman, Tim Pallokat,
Heather Rejman, Kelsey Rossbach

Board members arriving late: Rachel McCarthy at 6:06 pm

Administrators present: Patrick Jensen, Loretta Van Horn, Mike Naylor

Others present: Nynette Adams, Linda Clark, Julia Dunsmoor, Marcy Hand, Mary Hemans, Susan Hilliard, Lori Knopp, Gary Mutchler, Wendy Mutchler, Mary Napier, Melanie Pallokat, Constance West

3.0 Approval of the Amended Agenda

On a motion by Matt Bennett, 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

Rachel McCarthy joined the meeting at 6:06 pm

5.0 Presentation: Fiscal Advisors – Mike Shusda shared information regarding bonds, notes, interest, school bus purchases, school district aid, tax levies, debt payments, state legislation regarding electric buses, finance law, and district reserves.

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 Rachel McCarthy, seconded by Matt Bennett

Motion carried: Yes – 7 No – 0

A. Minutes; Board of Education meeting August 28, 2023

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

Executive Session

On a motion by Rachel McCarthy, seconded by Matt Bennett, the Board of Education entered executive session at 6:37 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 Dave Harvatine, seconded by Rachel McCarthy, the Board of Education returned to open session at 6:43 pm.

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

On a motion by Rachel McCarthy, seconded by Matt Bennett

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

Motion carried: Yes – 7 No – 0

A. Resignations

A.1	Sherri Gallow , Food Service Helper/Monitor, effective August 25, 2023
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B. Changes in Employment Status

B.1	<u>Teaching Assistant</u> : Rachel Franklin , from a 1.0 FTE reduced to a 0.4 FTE, effective September 1, 2023.
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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	<u>Substitute Bus Driver: Daryl Thaler</u> , 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.
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E. Co-Curricular Appointments 2023-2024

E.1	Swim Timer/Scorer	Steve Baumes	\$ per contract
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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 – None

9.0 Superintendent’s Report/Informational Items – Superintendent Jensen shared information regarding enrollment counts, the facilities committee meeting with the architects and the first thirty percent of the design phase of the capital project, and the planetarium’s Spitz projector.

10.0 Board of Education/Committees

A. Committees

A.1	<i>Athletics</i> ; Matt Bennett, Rachel McCarthy, Heather Rejman	Will meet on Monday, September 25 th at 5:00 pm in the Guidance Office Conference Room
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	Will meet after the audit results are available to the district.
A.4	<i>Directions/Long-Range Education</i> ; Janet Lehman, Rachel McCarthy, Kelsey Rossbach	Will meet on Thursday, September 28 th at 9 am in the District Office
A.5	<i>Facilities</i> ; Matt Bennett, Dave Harvatine, Kelsey Rossbach	Met on Thursday, September 7 th at 9 am in the District Office; 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 Monday, October 23 rd at 5 pm in the District Office
A.7	<i>Safety/Wellness</i> ; Janet Lehman, Rachel McCarthy	Will meet in November.
A.8	<i>Transportation</i> ; Matt Bennett, Tim Pallokat	
A.9	<i>Cayuga Onondaga School Boards Association (COSBA)</i> ; Dave Wiemann	No report.

11.0 Visitor Recognition; Residents Wishing to Address the Board

Linda Clark attempted to address the Board of Education with comments relating to the employees and students of the district, which are not permitted.

Executive Session

On a motion by Janet Lehman, seconded by Heather Rejman, the Board of Education entered executive session at 7:15 pm to meet with Linda Clark regarding her comments for the Board of Education.

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 8:10 pm.

Motion carried: Yes – 7 No – 0

12.0 Adjournment

On a motion by Dave Harvatine, seconded by Rachel McCarthy, the Board of Education meeting adjourned at 8:14 pm.

Motion carried: Yes – 7 No – 0

Respectfully submitted,
Marcy Hand, District Clerk