

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT  
ADAMS, NEW YORK 13605  
BOARD OF EDUCATION  
REGULAR MEETING, DECEMBER 14, 2022**

TRUSTEES PRESENT: Kenneth Bibbins, Joseph Eberle II, James Juczak, Troy Matteson,  
Pamela Thomas, Justin VanCoughnett (at 6:14 p.m.)

TRUSTEES ABSENT: Stephanie Widrick

ALSO PRESENT: Scott B. Slater, Superintendent of Schools  
Lisa A. Parsons, Assistant Superintendent  
Cora Harvey, School Business Administrator  
Michelle L. Jaques, District Clerk

STAFF PRESENT: Sarah Crossway

OTHERS PRESENT: Tammy Castor, Christina Chamberlain, Alissa Waite

**CALL TO ORDER**

President Thomas called the regular meeting of the South Jefferson Central School District Board of Education to order at 6:00 p.m. in the Todd Dack Board Room in the Wilson Elementary School and led the Board in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

A motion was made by Trustee Bibbins and seconded by Trustee Juczak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the agenda.

Yes 5 No 0 Motion: Carried

**APPROVAL OF MINUTES**

A motion was made by Trustee Juczak and seconded by Trustee Matteson to approve the Board of Education minutes of the regular meeting held on November 9, 2022.

Yes 5 No 0 Motion: Carried

**PUBLIC FORUM**

Tammy Castor thanked Superintendent Slater for his quick responses, kyboshing rumors, and providing factual information anytime she had questions or concerns with the district. She did not realize how much control is put on school districts by the government and has learned a lot by attending the Board meetings and is appreciative of everyone.

**2023-2024 BUDGET TIMELINE INFORMATION**

Timeline information for 2023-2024 budget requirements and school board elections was included in the Board packet and reviewed by the Board. The budget vote and board election will be held on May 16, 2023. Discussion followed.

**APPROVAL OF 2023-2024 COMBINING SPORTS REQUESTS**

A list of combining sports requests for the 2023-2024 school year was included in the Board packet and reviewed by the Board. Discussion followed.

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins and seconded by Trustee Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve combining the General Brown Modified and Varsity Girls Swim teams with the South Jefferson teams; combining the Sandy Creek Junior Varsity and Varsity Wrestling teams with the South Jefferson teams; South Jefferson combining with the Pulaski CSD Boys Varsity Ice Hockey team; South Jefferson combining with the Alexandria CSD Varsity Girls Ice Hockey team; combining the Belleville-Henderson Varsity Girls Track and Field team with the South Jefferson team; and combining the Belleville-Henderson Varsity Boys Track and Field team with the South Jefferson team; effective for the 2023-2024 school year at no additional cost from the district's school budget as presented.

Yes 5 No 0 Motion: Carried

**APPROVAL OF 2023-2026 SJTA MOA PENDING RATIFICATION**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak and seconded by Trustee Eberle to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the memorandum of agreement pending ratification by the South Jefferson Teachers' Association as presented by the Superintendent between the South Jefferson Central School District and the South Jefferson Teachers' Association effective for the period of July 1, 2023, through June 30, 2026, and authorize the Superintendent of Schools to sign the new agreement.

Yes 5 No 0 Motion: Carried

**RECOGNITION OF DISTINGUISHED SERVICE INFORMATION**

Superintendent Slater provided information regarding the recognition of distinguished service of Phyllis Sauer for her 48.5 years to the district. To honor and recognize her many decades of service, the Board will pass a resolution at the next meeting to rename the Clarke Building Large Group Instruction Room after her.

**ACKNOWLEDGEMENT OF HOMESCHOOLING LIST**

The Board acknowledged the homeschooling requests from six (6) families to homeschool their children for the 2022-2023 school year.

**APPROVAL OF CSE/CPSE RECOMMENDATIONS**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins and seconded by Trustee Juczak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby agree to provide the arrangement of services as included in the Individual Education Plans and/or evaluation summary as recommended by the Committee on Special Education or Committee on Preschool Education for students #18314, 17494, 17890, 17923, 15505, 18645,

**APPROVAL OF CSE/CPSE RECOMMENDATIONS (Continued)**

17881, 17916, 17917, 15612, 16305, 17677, 17204, 17672, 17546, 14398, 18651, 17524, 18652, 18653, 18646, 15737, 17715, and 18635.

Yes 5 No 0 Motion: Carried

**DISTRICT UPDATES/ITEMS OF INFORMATION**

Superintendent Slater provided an update regarding the recent Transportation Department audit, a potential legal and litigation settlements, the strategic planning process, therapy dogs in the district, college signings for student athletes, and the Star Base program. Information regarding the Jefferson-Lewis School Boards Association Legislative Breakfast, the recent flag folding training, and the Hannaford Helps Schools program was included in the Board packet and reviewed by the Board. Discussion followed.

**ENTRANCE**

Justin VanCoughnett entered the meeting at 6:14 p.m. during the above information.

**RESIGNATION- AIDE**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins and seconded by Trustee VanCoughnett to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the resignation request from Ashlyn Haynes from her position as 1:1 Special Education Aide effective January 3, 2023.

Yes 6 No 0 Motion: Carried

**RESIGNATION- AIDE**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Matteson and seconded by Trustee VanCoughnett to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the resignation request from Julia Rolando from her position as Aide effective January 30, 2023.

Yes 6 No 0 Motion: Carried

**UNAPPOINTMENT- MICRO-COMPUTER REPAIR TECHNICIAN**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins and seconded by Trustee VanCoughnett to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby unappoint Joel Carbone as provisional, 12-month Micro-Computer Repair Technician (Civil Service Title: Micro-Computer Repair Technician) for 8 hours per day at rate of \$21.00 per hour with an effective date to be determined.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- SCIENCE TEACHER**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Eberle and seconded by Trustee Juczak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Ryan Edmonds to a term appointment as Science Teacher with a salary at Step 4 of the negotiated agreement plus credit for graduate hours and a Master's degree effective December 19, 2022, through June 30, 2023.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- TYPIST**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Olivia Miller as provisional, 10-month Typist (Civil Service Title: Typist) at the Bus Garage for 5.75 hours per day at a rate of \$15.25 per hour effective January 3, 2023, pending fingerprinting.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- AIDE**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Bibbins to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Ann Spencer as Special Education Aide (Civil Service Title: School Monitor) at the Wilson Elementary Building for 7 hours per day at a rate of \$14.20 per hour effective January 3, 2023.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- AIDE**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Eberle and seconded by Trustee Bibbins to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Louise Sparacino as General Education Aide (Civil Service Title: School Monitor) at the Wilson Elementary Building for 5.75 hours per day at a rate of \$14.20 per hour effective January 3, 2023.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- FACULTY AUDITOR**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Eberle and seconded by Trustee Matteson to adopt the following resolution:

**APPOINTMENT- FACULTY AUDITOR (Continued)**

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Katie Dandrow as Faculty Auditor of the Extra-Classroom Activity Accounts effective November 9, 2022, through June 30, 2023.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- EXTRA-CURRICULAR SUPERVISORS**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Jason Elliott and Renee McDonald as an extra-curricular supervisors at the extra-curricular supervisor rate effective for the 2022-2023 school year.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- ADMINISTRATIVE MENTOR**

A motion was made by Trustee Bibbins and seconded by Trustee Eberle to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Scott Slater as Administrative Mentor at a rate of \$100 per day effective January through February 2023 for twenty days total.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- LIFEGUARD**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Eberle to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Blake Passino as a lifeguard at a rate according to the lifeguard pay scale effective for the 2022-2023 school year pending fingerprinting.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- 2022-2023 CLASS & CLUB ADVISORS**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Eberle and seconded by Trustee Bibbins to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint the following as Class & Club Advisors effective for the 2022-2023 school year:

- Amanda Gervera* ..... Sources of Strength (HS) Advisor, eff. 11/28/22
- Connie Bast, Erin Mullin, Nicole Smith* .....MS Drama Club Advisors
- Erin Mullin, Nicole Smith, Christi Johnson, Phyllis Sauer,* ..... HS Musical Advisors
- Krista Juczak, Anthony Cronk* ..... HS Musical Advisors
- Abby Stone* .....Rubik’s Cube/MS Intramural Advisor

**APPOINTMENTS- 2022-2023 CLASS & CLUB ADVISORS (Continued)**

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- 2022-2023 STUDENT/PRACTICUM/OBSERVATION TEACHERS**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Matteson and seconded by Trustee Bibbins to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint the following as 2022-2023 Student/Practicum/Observation Teachers:

- Heather Brydges* .....MS
- Cassandra Forrester*..... Wilson
- Cailey Roberts*..... Wilson
- Julia Rolando* ..... Mannsville
- Tyler Tamblin*.....MS
- Kaitlyn Yang* ..... Wilson
- Madelyn Blodgett*.....MS

Yes 6 No 0 Motion: Carried

**APPOINTMENT- 2022-2023 WINTER COACH**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins and seconded by Trustee VanCoughnett to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Timothy Allers as Assistant Varsity Wrestling Coach effective for the 2022-2023 winter season with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

**APPOINTMENT- 2022-2023 WINTER COACH**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Eberle and seconded by Trustee Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Julia LaVere as Varsity Cheerleading Coach from JV Cheerleading Coach effective for the 2022-2023 winter season with a stipend according to the negotiated agreement.

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- VOLUNTEER ASSISTANT COACHES**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins and seconded by Trustee Juczak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint the following as volunteer assistant coaches effective for the 2022-2023 winter sports season:

- Julie DelPapa*.....Girls Basketball
- Kayla Schillinger* .....from Varsity Cheerleading Coach to Volunteer Assistant

**APPOINTMENTS- VOLUNTEER ASSISTANT COACHES (Continued)**

*Carrie Mason*.....Girls Basketball  
*Megan Whitley*.....Girls Basketball  
*Caleb Beach*.....Wrestling

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Juczak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the following to the instructional substitute list as presented to the Board and as follows and in accordance with the fingerprinting, background clearance requirements, and SED requirements effective for the 2022-2023 school year:

*Katie Huestis* (uncertified) ..... BS, Spanish Education (5/23)  
*Jason Janz* (uncertified) ..... BA, History  
*Joshua Bliss* (uncertified)..... BS/MS, Mechanical Engineering/ Aerospace (5/26)  
*Kaylee Clark* (uncertified)..... AS, Allied Health  
*Jeffrey Gleason* (certified)..... Technology Education  
*Morgan Keeney* (uncertified) ..... BS, Criminal Justice (5/24)  
*Nicolas Luciani* (uncertified)..... BS, Computing & Information Technologies (5/24)

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- SUPPORT STAFF SUBSTITUTE ADDENDUM**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins and seconded by Trustee VanCoughnett to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the support staff substitute list as presented and as follows and in accordance with the fingerprinting and background clearance requirements effective for the 2022-2023 school year:

*Kim Hutchison* ..... school monitor  
*Christine Barrett* ..... school monitor, cleaner, food service helper  
*Beth Graves* ..... transportation monitor  
*Robert Hatch* ..... bus driver  
*Abigail Keeney* ..... school monitor  
*Helen Denering* ..... school monitor

Yes 6 No 0 Motion: Carried

**APPOINTMENTS- VOLUNTEERS**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak and seconded by Trustee Eberle to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the following volunteers effective for the 2022-2023 school year:

**APPOINTMENTS- VOLUNTEERS (Continued)**

<i>Meredith Bossinger</i> .....	Wilson
<i>Stacey Frederick</i> .....	Wilson
<i>Megan Fults</i> .....	Wilson
<i>Susanna Fairchild</i> .....	HS
<i>Katie Huestis</i> .....	HS
<i>Megan Ramsey</i> .....	Mannsville
<i>Olivia Barker</i> .....	Odyssey of the Mind
<i>Ann Marie Crescent</i> .....	Odyssey of the Mind
<i>Jeremiah Rollins</i> .....	Odyssey of the Mind
<i>Melinda Strait</i> .....	Odyssey of the Mind

Yes 6 No 0 Motion: Carried

**ACKNOWLEDGEMENT - NORTH COUNTRY FAMILY HEALTH CENTER SCHOOL-BASED CLINIC**

The Board acknowledged Cayla Bogner as an employee of the North Country Family Health Center School-Based Clinic effective for the 2022-2023 school year.

**APPROVAL OF TREASURER’S REPORT (10/22)**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Juczak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the following Treasurer’s Report for October 2022:

	<u>Ending Balance</u>
<b>GENERAL FUND</b>	
Checking WSB	\$190,093.89
Savings Chase	6,099,351.34
Savings NY Class	1,043,085.84
Unemployment Reserve	70,727.58
Property Loss Reserve	7,108.34
Liability Reserve	23,668.26
TRS Reserve	654,027.83
ERS Reserve	503,396.20
Worker’s Comp Reserve	302,078.25
Payroll Checking WSB	0.00
<b>FOOD SERVICES FUND</b>	
Checking WSB	166,881.29
<b>CAPITAL FUND</b>	
Savings Chase	335.42
Savings NY Class	1,009,938.07
<b>MISCELLANEOUS SPECIAL REVENUE</b>	
Scholar Savings WSB	18,922.94



**APPROVAL OF TREASURER'S REPORT (10/22) (Continued)**

<b>GROUP BENEFITS</b>		
	Health Checking WSB	1,385,721.85
	Health Catalyst	0.00
	Health Savings NY Class	4,219,113.78
	Dental Checking WSB	229,588.95
	Flex Spending WSB	178,108.49
<b>OTHER ACCOUNTS</b>		
	Tax Collector- WSB	2,541,605.29
	Tax Collector- WSB ACC	216,906.72
	Extra-Curricular WSB	243,595.69

Yes 6 No 0 Motion: Carried

**SCHEDULE OF CHECKS WRITTEN INFORMATION**

The schedule of checks written for the month of October 2022 was included in the Board packet and reviewed by the Board.

**APPROVAL OF BUDGET REPORT**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins and seconded by Trustee Eberle to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the budget report for October 2022.

Yes 6 No 0 Motion: Carried

**REVENUE REPORT INFORMATION**

The revenue report for the month of October 2022 was included in the Board packet and reviewed by the Board.

**APPROVAL OF HEALTH INSURANCE (10/22) RECAP**

The Health Insurance Report for October 2022 was included in the Board packet and reviewed by the Board. Discussion followed.

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Matteson and seconded by Trustee Bibbins to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the Health Insurance Report dated October 2022.

Yes 6 No 0 Motion: Carried

**APPROVAL OF SUBSTITUTE PAY RATES**

Information regarding substitute pay rates was included in the Board packet and reviewed by the Board. Discussion followed.

**APPROVAL OF SUBSTITUTE PAY RATES (Continued)**

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Juczak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve increasing the substitute pay rates for cleaners, custodians, secretaries, office aides, teacher aides/assistants, food service helpers, cooks, food service drivers, bus aides, laborers, bus driver cleaners, greeters, and prep time for tutors to \$14.20 per hour to comply with federal minimum wage requirements; increasing hourly substitute pay rates for LPNs to \$16.22 per hour and RNs to \$21.59 per hour; increasing the extra-curricular supervisor rate to \$18.00 per hour; increasing the student lifeguard rate to \$15.00 per hour; increasing the adult lifeguard rate to \$16.50 per hour; increasing the swim lesson instructor rate to \$20.00 per hour; increasing the non-certified teaching rate to \$110 per day; and increasing the certified teaching rate to \$140 per day effective December 31, 2022.

Yes 6 No 0 Motion: Carried

**APPROVAL OF SALE OF SURPLUS EQUIPMENT**

A list of items to be declared surplus property to be sold on Auctions International was included in the Board packet and reviewed by the Board. Discussion followed.

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak and seconded by Trustee Bibbins to adopt the following resolution:

RESOLVED, that the Board hereby finds that the personal property identified below is of no further use to the School District, and is declared surplus property which shall be disposed of by the School District in a manner consistent with Board Policy #5250 and legal requirements governing sale of School District property: 2008 Chevrolet Suburban #241 and 2013 small school bus #262. The Board authorizes the Business Office to sell the property to the highest responsible bidder using the method that will yield the maximum financial benefit to the School District. This resolution shall take effect immediately.

Yes 6 No 0 Motion: Carried

**PRESIDENT THANK YOU**

President Thomas thanked Superintendent Slater for his integrity, grace, and sense of humor during his employment at South Jefferson.

**ADJOURNMENT**

A motion was made by Trustee Bibbins and seconded by Trustee Eberle to adjourn the meeting.

Yes 6 No 0 Motion: Carried Time: 6:34 p.m.

Respectfully submitted,

Michelle L. Jaques  
District Clerk