

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION
REGULAR MEETING, JANUARY 25, 2023**

TRUSTEES PRESENT: Kenneth Bibbins, Joseph Eberle II, James Juczak, Troy Matteson, Pamela Thomas, Justin VanCoughnett, Stephanie Widrick

TRUSTEES ABSENT: None

ALSO PRESENT: Christina Chamberlain, Superintendent of Schools
Lisa A. Parsons, Assistant Superintendent (via Google Meet)
Cora Harvey, School Business Administrator
Michelle L. Jaques, District Clerk

STAFF PRESENT: Justin Crossway, Bailey Mackey (via Google Meet), Sarah Morris, Jay Wiley (via Google Meet)

OTHERS PRESENT: Katherine Albrecht-Fidler, Tammy Castor, Christopher Fidler, Douglas Welbourne Jr

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 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 agenda.

Yes 7 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee Widrick and seconded by Trustee Eberle to approve the Board of Education minutes of the regular meeting held on January 11, 2023.

Yes 7 No 0 Motion: Carried

PUBLIC FORUM

Tammy Castor distributed information and asked the Board of Education to consider supporting her in opposing Bill A2178 currently in New York Legislation regarding mandatory immunizations against COVID-19 for K-12 students to attend public and private school. The Board thanked her.

FOOD SERVICE DEPARTMENT'S 2023-2024 BUDGET CONSIDERATIONS

Bailey Mackey provided detailed information regarding the Food Service Department. Included in the information were department highlights and accomplishments, goals for the upcoming school year, equipment desired for the upcoming school year, and staffing needs. Discussion followed.

ATHLETIC DEPARTMENT'S 2023-2024 BUDGET CONSIDERATIONS

Jay Wiley provided detailed information regarding athletics. Included in the information were highlights and accomplishments, goals for the upcoming school year, equipment desired for the upcoming school year, and staffing needs. Discussion followed.

DEPARTURES

Bailey Mackey and Jay Wiley departed the meeting at 6:33 p.m.

BUILDINGS & GROUNDS DEPARTMENT'S 2023-2024 BUDGET CONSIDERATIONS

Cora Harvey provided detailed information regarding the Buildings and Grounds Department. Included in the information were department highlights and accomplishments, goals for the upcoming school year, equipment desired for the upcoming school year, and staffing needs. Discussion followed.

APPROVAL OF 2022-2023 JEFF-LEWIS BOCES INTERMUNICIPAL COOPERATION AGREEMENT

The Intermunicipal Cooperation Agreement with the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services (BOCES) effective January 1, 2023, through June 30, 2023, 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 Eberle and seconded by Trustee Juczak to adopt the following resolution:

RESOLVED, the Board of Education of the South Jefferson Central School District does hereby approve the Intermunicipal Cooperation Agreement with the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services (BOCES) effective January 1, 2023, through June 30, 2023, as presented.

Yes 7 No 0 Motion: Carried

APPROVAL OF OUT-OF-COUNTRY TRIP REQUEST

An out-of-country trip request to Montreal, Quebec, Canada on May 21, 2023, for French Class students to see the Old Port of Montreal, visit the Notre Dame Cathedral, and to see the Cirque du Soleil performance *Echo!* 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 Juczak to adopt the following resolution:

RESOLVED, the Board of Education of the South Jefferson Central School District does hereby approve the out-of-country trip request to Montreal, Quebec, Canada on May 21, 2023, for French Class students as presented.

Yes 7 No 0 Motion: Carried

ACKNOWLEDGEMENT OF HOMESCHOOLING LIST

There were no new homeschooling student to acknowledge at this time.

APPROVAL OF CSE/CPSE RECOMMENDATIONS

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 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 #16831, 16564, 14713, 14736, 18483, 18479, 18656, 18659, 16558, 17301, 15688, 18420, and 18073.

Yes 7 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

BOCES annual meeting and nominating procedures and minimum qualifications for those interested in seeking election to the BOCES Board was included in the Board packet and reviewed by the Board. Superintendent Chamberlain provided an update regarding current pending litigations and computer-based testing for the ELA and Math state examinations for students in grades 3-8. She also provided information and an update regarding remote instruction which was included in the Board packet and reviewed by the Board. Discussion followed.

RETIREMENT- TWO-RUN BUS DRIVER

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, with regret, the resignation for retirement request from Deborah Williams from her position as Two-Run Bus Driver effective July 24, 2023.

Yes 7 No 0 Motion: Carried

LEAVE OF ABSENCE- AIDE

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 approve the leave of absence request for maternity purposes from KayLee Valentin from her position as Aide effective approximately February 5, 2023, and extending for six to eight weeks after delivery.

Yes 7 No 0 Motion: Carried

LEAVE OF ABSENCE- SCHOOL PSYCHOLOGIST

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:

LEAVE OF ABSENCE- SCHOOL PSYCHOLOGIST (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the unpaid leave of absence extension request for maternity purposes from Kelsey Whitaker from her position as School Psychologist effective December 23, 2022, through February 26, 2023.

Yes 7 No 0 Motion: Carried

CHANGE IN RETIREMENT DATE- LIBRARY CLERK

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, with regret, the change in retirement date for Sue Ross for her position as Library Clerk from February 26, 2023, to February 25, 2023.

Yes 7 No 0 Motion: Carried

APPOINTMENT- EXTRA-CURRICULAR SUPERVISOR

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Eberle 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 Gemma Hickson as an extra-curricular supervisor at the extra-curricular supervisor rate effective for the 2022-2023 school year.

Yes 7 No 0 Motion: Carried

APPOINTMENT- TUTOR

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 Kathy Hannon as a Tutor at a rate of \$27.00 per hour effective for the 2022-2023 school year.

Yes 7 No 0 Motion: Carried

APPOINTMENT- 2022-2023 STUDENT/PRACTICUM/OBSERVATION TEACHER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 Melissa Roberts as a Student/Practicum/Observation Teacher at the Mannsville Elementary Building effective for the 2022-2023 school year.

Yes 7 No 0 Motion: Carried

APPOINTMENT- INSTRUCTIONAL SUBSTITUTE ADDENDUM

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Eberle 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 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:

Miste Morales (uncertified).....BS, General Psychology

Yes 7 No 0 Motion: Carried

APPOINTMENT- SUPPORT STAFF SUBSTITUTE ADDENDUM

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 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:

Karolyn Goutremoutfood service helper

Yes 7 No 0 Motion: Carried

APPOINTMENTS- VOLUNTEER CHAPERONES

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Matteson 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 Lucille Brown, Jessica Merrill, Christopher Ptacek, and Nicole Ptacek as volunteer chaperones for the Mannsville fieldtrip on March 3, 2023, to the Crunch Game.

Yes 7 No 0 Motion: Carried

DEPARTURE

Tammy Castor departed the meeting at 7:03 p.m.

APPROVAL OF TREASURER’S REPORT (12/22)

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Bibbins and seconded by Trustee Widrick 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 December 2022:

		<u>Ending Balance</u>
GENERAL FUND		
	Checking WSB	\$1,102,120.81
	Savings Chase	5,662,471.93

APPROVAL OF TREASURER'S REPORT (12/22) (Continued)

	Savings NY Class	1,049,478.62
	Unemployment Reserve	71,161.09
	Property Loss Reserve	7,151.86
	Liability Reserve	23,813.33
	TRS Reserve	658,036.17
	ERS Reserve	506,481.39
	Worker's Comp Reserve	303,929.61
	Payroll Checking WSB	0.00
FOOD SERVICES FUND		
	Checking WSB	229,497.84
CAPITAL FUND		
	Savings Chase	335.87
	Savings NY Class	1,012,026.18
	Reserve NY Class	4,101.53
MISCELLANEOUS SPECIAL REVENUE		
	Scholar Savings WSB	13,574.82
GROUP BENEFITS		
	Health Checking WSB	1,528,339.58
	Health Catalyst	0.00
	Health Savings NY Class	4,244,971.53
	Dental Checking WSB	235,806.65
	Flex Spending WSB	142,761.29
OTHER ACCOUNTS		
	Tax Collector- WSB	0.28
	Tax Collector- WSB ACC	0.00
	Extra-Curricular WSB	279,135.30

Yes 7 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of December 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 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 approve the budget report for December 2022.

Yes 7 No 0 Motion: Carried

REVENUE REPORT INFORMATION

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

APPROVAL OF HEALTH INSURANCE (12/22) RECAP

The Health Insurance Report for December 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 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 Health Insurance Report dated December 2022.

Yes 7 No 0 Motion: Carried

ADJOURNMENT

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

Yes 7 No 0 Motion: Carried Time: 7:09 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk