

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION
BUDGET/REGULAR MEETING, MAY 8, 2023**

TRUSTEES PRESENT: Kenneth Bibbins, James Juczak, Troy Matteson, Pamela Thomas, Stephanie Widrick

TRUSTEES ABSENT: Joseph Eberle II, Justin VanCoughnett

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

STAFF PRESENT: Lowell Davis, Ashley Garza, Heather Joss, Abby Stone

OTHERS PRESENT: Kate Albrecht-Fidler, Amanda Berger, Phyllis Conley, Chris Fidler, Carrie Mangino, Susan Ross, Marshall Spies, Sandra Spies, Alissa Waite, Douglas Welbourne Jr

CALL TO ORDER

President Thomas called the budget/regular meeting of the South Jefferson Central School District Board of Education to order at 6:01 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 as amended.

Yes 5 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee Matteson and seconded by Trustee Juczak to approve the Board of Education minutes of the regular meeting held on April 25, 2023.

Yes 5 No 0 Motion: Carried

HEARING FOR THE PROPOSED 2023-2024 BUDGET

The hearing for the proposed 2023-2024 budget commenced at 6:02 p.m. Superintendent Chamberlain and School Business Administrator Harvey presented the final proposed 2023-2024 budget totaling \$42,483,308. A PowerPoint presentation was viewed. Information reviewed included the district's mission, instructional priority recommendations, non-instructional budget impacts, student highlights, revenues and expenses, a budget overview, and what will be included on the ballot. There were questions and comments from the public. Discussion followed. The school district budget vote

HEARING FOR THE PROPOSED 2023-2024 BUDGET (Continued)

and election will be held at the Clarke High School Auditorium on Tuesday, May 16, 2023, from 12:00 p.m. to 8:00 p.m. and will include the 2023-2024 Budget, Proposition I: Purchase of School Buses, Proposition II: Library Appropriation, and one Board of Education member vacancy. The Board of Education candidates, Carrie Mangino and James Juczak, provided information about themselves and stated why they are running for the Board of Education seat. The budget hearing portion of the meeting was adjourned at 6:32 p.m.

PUBLIC FORUM

President Thomas reviewed the guidelines regarding comments presented during public forum. Amanda Berger provided comments and concerns regarding the shift in attendance lines for her elementary student at the Wilson Elementary Building to the Mannsville Elementary Building. Marshall and Sandra Spies provided comments regarding their granddaughter and asked if she could attend the school district as a non-district resident. Chris Fidler provided comments and concerns regarding the shift in attendance lines for his elementary student at the Wilson Elementary Building to the Mannsville Elementary Building. Alissa Waite stated that the concession stand bathrooms at the Clarke Building fields are often locked and asked if they could be unlocked for athletic games and practices. The Board of Education thanked them for their input. Superintendent Chamberlain will follow-up within the next few days.

BOARD MEMBER RECOGNITION

The Board Member recognition was tabled until the next meeting.

APPROVAL OF 2023 SUMMER CAMPS

Information regarding 2023 summer camps 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, that the Board of Education of the South Jefferson Central School District does hereby approve the requests for 2023 Summer Camps for Girls Lacrosse and Boys Basketball as presented to the Board.

Yes 5 No 0 Motion: Carried

APPROVAL OF INTERMUNICIPAL AGREEMENTS FOR 2023 SUMMER RECREATION PROGRAM

The intermunicipal agreements with the Town of Adams, Town of Ellisburg, Town of Lorraine, Town of Rodman, Village of Adams, and Village of Mannsville for the 2023 Summer Recreation program were included in the Board packet and reviewed by the Board.

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Matteson 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 intermunicipal agreements with the Town of Adams, Town of Ellisburg, Town of Lorraine, Town of Rodman, Village of Adams, and Village of Mannsville for the 2023 Summer Recreation Program as presented to the Board.

APPROVAL OF INTERMUNICIPAL AGREEMENTS FOR 2023 SUMMER RECREATION PROGRAM (Continued)

Yes 5 No 0 Motion: Carried

APPROVAL OF CSE/CPSE RECOMMENDATIONS

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 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 #18107, 18143, 17547, 17816, 18075, 17340, 17700, 17873, 17494, 18673, and 18665.

Yes 5 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

Assistant Superintendent Parsons provided an update regarding the wetlands. An end of the year school schedule and Jefferson-Lewis BOCES budget and election results were included in the Board packet and reviewed by the Board. Superintendent Chamberlain provided information regarding an ARP/ESSA virtual audit, assessment tests, Teacher Appreciation Week, and Nurse Appreciation Day. Discussion followed.

DEPARTURE

Alissa Waite departed the meeting at 6:54 p.m. after the above information.

RETIREMENT- SPECIAL EDUCATION TEACHER

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 accept, with regret, the resignation for retirement request from Kris Petrie from her position as Special Education Teacher effective June 30, 2023.

Yes 5 No 0 Motion: Carried

APPOINTMENT- INTERNSHIP IN SCHOOL COUNSELING

The appointment for an internship in School Counseling was tabled.

APPOINTMENTS- 2023 SUMMER RECREATION PROGRAM

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Matteson 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 appoint the following as 2023 Summer Recreation Program employees:

- Jennifer Burns* Director, \$30/hour, eff. 3/14/23-4/25/23
- Emily Worden* Director, \$30/hour, eff. 5/9/23-8/31/23
- Justin Crossway*..... Assistant Director, \$30/hour, eff. 5/9/23-8/31/23

APPOINTMENTS- 2023 SUMMER RECREATION PROGRAM (Continued)

Yes 5 No 0 Motion: Carried

APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM

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

Karen Denny, certified..... SDA; School Counselor
Cassandra Forrester, uncertified BA, Early Childhood Ed/Childhood Ed (5/23)

Yes 5 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 Widrick 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:

Tiffney Hyneman.....Cleaner
Jacqueline Piddock..... School Monitor
Ella Wells-ReedCleaner

Yes 5 No 0 Motion: Carried

APPOINTMENTS- VOLUNTEERS/VOLUNTEER CHAPERONES

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 following volunteers/volunteer chaperones effective for the 2022-2023 school year:

Paul Shepard, Patrick Tousley Sr., Liz Tousley..... HS

Mikayla MattesonHS/MS

Lindsay Bickel, Kathyron Durgan, Ashleigh Fennell, Candace Frandsen, Nicole Green, Erica Henderson, Katy Hitt, Tim Schuldt, Janessa Sparacino, Joe Sparacino, Erica Thomas, Katina Arnold, Joseph Eberle II, Allison Loomis, Denise Pierson, Melissa Roberts, Emily Rudd, Stepheny Zimmerman, Alissa Waite Wilson

APPOINTMENTS- VOLUNTEERS/VOLUNTEER CHAPERONES (Continued)

Johnny Boenning, Lucille Brown, Jessica Carroll, Lisa Chapman, Brandon Claflin, Bridget Davis, Cary Beth Devine, Lucille Fargo, Brie Foltz, Melissa Hines, Rebekah Honer, Micaela Kaban, Sona Manwaring, Jessica Marrin, Andrea McCormick, Renee McGrew, Jennifer Nelson, Tasha Newton, Danielle Parker, Jessica Patrzyk, Scott Patrzyk, Nicole Ptacek, Katie Ramus, Brittany Ritz, Amy Sprole, Erica Tamblin, Alyssa Thomas, Isabella Torres, Alesha VelasquezMannsville

Yes 4 No 0 Abstain 1 (Matteson) Motion: Carried

APPROVAL OF TREASURER’S REPORT (3/23)

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 approve the following Treasurer’s Report for March 2023:

	<u>Ending Balance</u>
GENERAL FUND	
Checking WSB	\$500,225.24
Savings Chase	13,761,793.64
Savings NY Class	1,064,876.66
Unemployment Reserve	71,924.12
Property Loss Reserve	7,228.53
Liability Reserve	24,068.67
TRS Reserve	665,091.98
ERS Reserve	511,912.17
Worker’s Comp Reserve	307,188.49
Payroll Checking WSB	0.00
FOOD SERVICES FUND	
Checking WSB	334,075.15
CAPITAL FUND	
Savings Chase	336.71
Savings NY Class	1,022,877.70
Reserve NY Class	0.49
MISCELLANEOUS SPECIAL REVENUE	
Scholar Savings WSB	20,796.98
GROUP BENEFITS	
Health Checking WSB	2,018,571.29
Health Catalyst	0.00
Health Savings NY Class	4,795,288.67
Dental Checking WSB	239,595.34
Flex Spending WSB	82,069.99

APPROVAL OF TREASURER’S REPORT (3/23) (Continued)

OTHER ACCOUNTS		
	Tax Collector- WSB	0.00
	Tax Collector- WSB ACC	0.00
	Extra-Curricular WSB	266,376.87

Yes 5 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of March 2023 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 Matteson 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 March 2023.

Yes 5 No 0 Motion: Carried

REVENUE REPORT INFORMATION

The revenue report for the month of March 2023 was included in the Board packet and reviewed by the Board.

APPROVAL OF HEALTH INSURANCE (3/23) RECAP

The Health Insurance Report for March 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 Matteson 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 March 2023.

Yes 5 No 0 Motion: Carried

APPROVAL OF CONSTRUCTION MANAGEMENT SERVICES CONTRACT

The Construction Management Services Contract with Watchdog Building Partners, LLC 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 Widrick to adopt the following resolution:

WHEREAS, the Board of Education of the South Jefferson Central School District (the “Board of Education”) has determined that it is in the best interest of the South Jefferson Central School District (the “School District”) to retain a construction manager to: collaborate with the project architect; provide construction planning; prepare and update as needed a project schedule;

APPROVAL OF CONSTRUCTION MANAGEMENT SERVICES CONTRACT (Continued)

assist with bid solicitation and analysis; coordinate the activities of multiple contractors to meet the milestone dates set forth in the project schedule and comply with the Contract Documents; provide cost estimating and accounting services; provide project status reports; and provide related professional services (“Construction Management Services”) in connection with its \$17,100,000, 2023 Capital Improvement Project (the “Project”); and

WHEREAS, the Board of Education has determined that it is in the best interest of the School District to continue its professional relationship with Watchdog Building Partners, LLC (“Watchdog”) for the purposes of providing Construction Management Services for the Project; and

WHEREAS, the School District’s legal counsel, Ferrara Fiorenza, PC and Watchdog have jointly prepared a contract for Construction Management Services for the Project (the “Contract”) and the School District’s Superintendent has recommended approval of the Contract as being in the best interest of the School District, a copy of the Contract has been shared with the Board;

NOW, THEREFORE, be it resolved as follows:

1. The Board of Education approves the retention of Watchdog to provide Construction Management Services and proceed with the Project in accordance with the terms and conditions of the Contract, for the fees and expenses set forth therein.
2. The Board of Education hereby authorizes the President of the Board, the Superintendent of Schools, or their designee to enter into the Contract on behalf of the School District in substantially the form presented to the Board of Education with such modifications, additions, and revisions (other than a change to the scope of the Project, the fees, or expenses) as may be approved by the Superintendent of Schools and the District’s legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the Contract in connection with the Project.
3. Upon Board of Education approval, this resolution shall take effect immediately.

Yes 5 No 0 Motion: Carried

APPROVAL OF MULTI-YEAR FOR TELECOMMUNICATIONS BROADBAND SERVICE

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

WHEREAS, the Board of Education of the South Jefferson Central School District desires to enter into a 3 year contract with the Madison-Oneida BOCES in order for the Mohawk Regional Information Center to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being Broadband Telecommunications as presented.

NOW, THEREFORE, it is

APPROVAL OF MULTI-YEAR FOR TELECOMMUNICATIONS BROADBAND SERVICE

(Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District agrees to enter into a contract with the Madison-Oneida BOCES through the provision of said services to the District not to exceed \$454.00 monthly (Jr/Sr High School, Mannsville Manor Elementary, Maynard P. Wilson Elementary), plus any one time vendor installation costs, subject to the approval of the Commissioner of Education, for a period of 3 years, beginning on or about July 1, 2023, and ending on or about June 30, 2026.

Yes 5 No 0 Motion: Carried

DEPARTURES

Kate Albrecht-Fidler, Amanda Berger, Phyllis Conley, Lowell Davis, Chris Fidler, Ashley Garza, Heather Joss, Carrie Mangino, Susan Ross, Marshall Spies, Sandra Spies, Abby Stone, and Douglas Welbourne Jr departed the meeting at 6:59 p.m.

EXECUTIVE SESSION

A motion was made by Trustee Bibbins and seconded by Trustee Widrick to enter into Executive Session for the purpose of discussing the employment history of a particular person.

Yes 5 No 0 Motion: Carried Time: 7:00 p.m.

A motion was made by Trustee Bibbins and seconded by Trustee Widrick to exit Executive Session.

Yes 5 No 0 Motion: Carried Time: 7:16 p.m.

ADJOURNMENT

A motion was made by Trustee Juczak and seconded by Trustee Matteson to adjourn the meeting.

Yes 5 No 0 Motion: Carried Time: 7:17 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk