

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION
REGULAR MEETING, DECEMBER 13, 2023**

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

TRUSTEES EXCUSED: Carrie Mangino

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

STAFF PRESENT: Lowell Davis, Bailey Mackey, Sarah Morris (at 6:03 p.m.), Jeff Smith,
Jeff Stevenson, Jay Wiley

OTHERS PRESENT: Chris Williams (at 6:39 p.m.)

CALL TO ORDER

President Donoghue 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 Matteson to adopt the following resolution:

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

Yes 6 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee Eberle and seconded by Trustee Matteson to approve the Board of Education minutes of the regular meeting held on November 8, 2023.

Yes 6 No 0 Motion: Carried

PUBLIC FORUM

No comments were made.

ATHLETICS UPDATE, SAFETY UPDATES, DEPARTMENT UPDATES

Jay Wiley provided an update regarding athletics. Topics included fall and winter sports seasons, department celebrations, facility updates, and upcoming events. Discussion followed. Jeff Stevenson provided an update regarding safety and security. A PowerPoint presentation was viewed. Topics included SSO background information, celebrations, tasks and duties, concerns, and budget considerations. Discussion followed. Jeff Smith provided information regarding the Buildings and

ATHLETICS UPDATE, SAFETY UPDATES, DEPARTMENT UPDATES (Continued)

Grounds Department. Topics included the capital outlay project, fields, facilities, staffing, trainings, and budget considerations. Discussion followed. Bailey Mackey provided an update regarding the Food Service Department. Topics included the Community Eligibility Program which provides a free breakfast and lunch to all students each day, staffing, the milk carton shortage, and budget considerations. Discussion followed.

ENTRANCES AND DEPARTURES

Sarah Morris entered the meeting at 6:03 p.m. during the athletic update. Chris Williams entered the meeting at 6:39 p.m. during the safety update. Sarah Morris departed the meeting at 6:40 p.m. during the safety update. Joshua Hartshorne, Bailey Mackey, Jeff Smith, Jeff Stevenson, Jay Wiley, and Chris Williams departed the meeting at 7:14 p.m. after the above information.

POLICY UPDATE- FIRST READING

A first reading regarding updated Policy 3510- *Emergency School Closings* 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 Eberle to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby waive the three-reading requirement and accept the updated *Emergency School Closings* Policy as presented to the Board and by doing so, adopt it as policy.

Yes 6 No 0 Motion: Carried

POLICY UPDATE- FIRST READING

A first reading regarding updated Policy 8430- *Independent Study* 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 Eberle to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby waive the three-reading requirement and accept the updated *Independent Study* Policy as presented to the Board and by doing so, adopt it as policy.

Yes 6 No 0 Motion: Carried

POLICY UPDATE- FIRST READING

A first reading regarding updated Policy 3120- *District Standards and Guidelines for Web Page Publishing* 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 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 waive the three-reading requirement and accept the updated *District Standards and Guidelines for Web Page Publishing* Policy as presented to the Board and by doing so, adopt it as policy.

POLICY UPDATE- FIRST READING (Continued)

Yes 6 No 0 Motion: Carried

ENTRANCES

Joshua Hartshorne and Chris Williams reentered the meeting at 7:18 p.m. during the above information.

POLICY UPDATE- FIRST READING

A first reading regarding updated Policy 5674- *Data Networks and Security Access* 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 Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby waive the three-reading requirement and accept the updated *Data Networks and Security Access* Policy as presented to the Board and by doing so, adopt it as policy.

Yes 6 No 0 Motion: Carried

APPROVAL OF EXTRACURRICULAR CLUB

It was the consensus of the Board to table the approval of the extracurricular club until the next meeting when more information can be provided.

DISCUSSION & APPROVAL OF LAW ENFORCEMENT CHAPERONE & FEE

Information regarding law enforcement chaperone presence at large-scale events such as prom, large athletic events, etc. 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 Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve law enforcement chaperones at large scale events at a rate of \$25 per hour as presented to the Board.

Yes 6 No 0 Motion: Carried

APPROVAL OF 2-d CONTRACT WITH TRANSFINDER

The 2-d contract with Transfinder to provide school transportation software was included in the Board packet and reviewed by the Board.

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 2-d contract with Transfinder as presented to the Board.

Yes 6 No 0 Motion: Carried

APPROVAL OF 2024-2025 COMBINING SPORTS REQUESTS

A list of combining sports requests for the 2024-2025 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 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 approve South Jefferson combining with the Pulaski CSD Varsity Boys Hockey team; South Jefferson combining with the Alexandria CSD Varsity Girls Hockey team; combining the Belleville-Henderson Varsity Boys Indoor Track team with the South Jefferson team; combining the Sackets Harbor Varsity Wrestling 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 2024-2025 school year at no additional cost from the district's school budget as presented.

Yes 6 No 0 Motion: Carried

APPROVAL OF DUAL CREDIT ARTICULATION AGREEMENT WITH SUNY MORRISVILLE

The dual credit articulation agreement with SUNY Morrisville 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 Juzzak to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the dual credit articulation agreement with SUNY Morrisville as presented to the Board.

Yes 6 No 0 Motion: Carried

ACKNOWLEDGEMENT OF HOMESCHOOLING LIST

The Board acknowledged the homeschooling requests from eight (8) families to homeschool their children for the 2023-2024 school year.

APPROVAL OF CSE/CPSE RECOMMENDATIONS

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 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: #18330, 18872, 15403, 14779, 18087, 14986, 15473, 15748, 17133, 16564, 16649, 16651, 17951, 18217, 16706, 15923, 17177, 18088, 18613, 16067, 16285, 16184, 16811, 16234, 18362, 17892, 15377, 16383, 15329, 17281, 16225, 17917, 15756, 17677, 16351, 17672, 18860, 15450, 15431, 15197, 16546, 18661, 15093, 17097, 15301, 15718, 14665, 15181, 18378, 18350, 15710, 17358, 15730, 18203, 18189, 16064, 18748, 17526, 18915, 18665, and 18877.

Yes 6 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

2024-2025 budget development information, Jeff-Lewis BOCES CTE programming and trend information, district social media account information, and the December 2023/January 2024 Superintendent newsletter were included in the Board packet and reviewed the Board. Superintendent Chamberlain provided information regarding the BOCES special education classroom and staffing, the DoDEA grant, policies, therapy dogs, and open swim. Discussion followed.

DEPARTURES

Chris Williams departed the meeting at 7:42 p.m. during the above information. Lowell Davis departed the meeting at 7:47 p.m. during the above information. Trustee VanCoughnett departed the meeting at 8:13 p.m. after the above information.

RESIGNATION- CLEANER

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 accept the resignation request from Sarah Orr from her position as Cleaner effective November 29, 2023.

Yes 5 No 0 Motion: Carried

RESIGNATION- SENIOR CUSTODIAN

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 accept the resignation request from Joel Perry from his position as Senior Custodian effective December 1, 2023.

Yes 5 No 0 Motion: Carried

CHANGE IN HOURS- COOK

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 approve the change in hours for Joanna Clark for her position as Cook from 5.75 hours per day to 7 hours per day effective December 18, 2023.

Yes 5 No 0 Motion: Carried

CHANGE IN HOURS- FOOD SERVICE HELPER

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 the change in hours for Trudie Bertram for her position as Food Service Helper from 5 hours per day to 5.75 hours per day effective December 18, 2023.

CHANGE IN HOURS- FOOD SERVICE HELPER (Continued)

Yes 5 No 0 Motion: Carried

CHANGE IN APPOINTMENT DATES- RN

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 change in appointment dates for Sabrina Madden for her position as RN at the Wilson Elementary Building from effective October 23, 2023, through January 15, 2024, to effective October 23, 2023, through February 2, 2024.

Yes 5 No 0 Motion: Carried

CHANGE IN APPOINTMENT DATE- RN

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Eberle 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 change in appointment date for Victoria Stokes for her position as RN at the Wilson Elementary Building from effective January 16, 2024, to effective February 5, 2024.

Yes 5 No 0 Motion: Carried

CHANGE IN TITLE- CLEANER

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 approve the change in title for Keegan Simpson from Cleaner to Custodian (Civil Service Title: Custodian) at a rate of \$15.30 per hour effective January 1, 2024.

Yes 6 No 0 Motion: Carried

ENTRANCE

Trustee VanCoughnett reentered the meeting at 8:15 p.m. during the above information.

CHANGE IN TITLE- CLEANER

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 the change in title for Teresa Hutchins from Cleaner to N1 Custodian (Civil Service Title: Custodian) at a rate of \$15.50 per hour effective January 1, 2024.

Yes 6 No 0 Motion: Carried

CHANGE IN TITLE- CLEANER

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:

CHANGE IN TITLE- CLEANER (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the change in title for Jordan Stevens from Cleaner to N1 Custodian (Civil Service Title: Custodian) at a rate of \$15.50 per hour effective January 1, 2024.

Yes 6 No 0 Motion: Carried

APPOINTMENT- MICRO-COMPUTER TECHNICIAN

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 Alan Wilson as 12-month, probationary Micro-Computer Technician (Civil Service Title: Micro-Computer Technician) for 8 hours per day at a rate of \$21.50 per hour effective December 18, 2023.

Yes 6 No 0 Motion: Carried

APPOINTMENT- MICRO-COMPUTER TECHNICIAN

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 Tanner Souva as 12-month, probationary Micro-Computer Technician (Civil Service Title: Micro-Computer Technician) for 8 hours per day at a rate of \$21.50 per hour effective December 18, 2023.

Yes 6 No 0 Motion: Carried

APPOINTMENT- MICRO-COMPUTER TECHNICIAN

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 Siera Corsette as probationary Occupational Therapist Assistant (Civil Service Title: Occupational Therapist Assistant) for 7 hours per day at a rate of 0.80 of Step 1 effective December 18, 2023.

Yes 6 No 0 Motion: Carried

APPOINTMENT- AIE INSTRUCTOR

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 appoint Terre Casion as AIE Instructor at the Mannsville Elementary Building at a rate of \$20.00 per hour effective for the 2023-2024 school year.

Yes 6 No 0 Motion: Carried

APPOINTMENT- AIE INSTRUCTOR

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 Paula Sullivan as AIE Instructor at the Mannsville Elementary Building at a rate of \$20.00 per hour effective for the 2023-2024 school year.

Yes 6 No 0 Motion: Carried

APPOINTMENT- SUPERVISOR/SCORE/CLOCK OPERATOR

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 Desiree LaDuke as extra-curricular supervisor/score/clock operator at the extra-curricular supervisor rate effective for the 2023-2024 school year.

Yes 6 No 0 Motion: Carried

APPOINTMENT- TEMPORARY-PART TIME ACCOUNT CLERK/SUBSTITUTE SUB CALLER

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 Robin Strough as Temporary, Part-Time Account Clerk/Typist at a rate of \$23.00 per hour effective December 11, 2023, through January 31, 2024, and Substitute Sub Caller at a rate of \$23.00 per hour effective for the 2023-2024 school year.

Yes 6 No 0 Motion: Carried

APPOINTMENTS- EXTRACURRICULAR/CLUB & CLASS ADVISORS

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 appoint the following as Extracurricular/Class & Club Advisors with stipends according to the negotiated agreement effective for the 2023-2024 school year:

- Randy Fuller*..... Winter Weight Room Supervisor
- Landen Snyder* Music Accompanist for Concerts

Yes 6 No 0 Motion: Carried

APPOINTMENTS- 2023-2024 STUDENT TEACHERS

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 the following as 2023-2024 Student Teachers:

APPOINTMENTS- 2023-2024 STUDENT TEACHERS (Continued)

Drew Autote.....HS/MS Music (Bast), eff. 1/8/24-1/12/24
Madison BernhardtHS Spanish (Zuber), eff. 1/22/24-5/9/24
Marissa Valvo MS Physical Education (Williams), eff. 3/18/24-5/8/24

Yes 6 No 0 Motion: Carried

APPOINTMENT- 2023-2024 WINTER COACH

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 appoint the following as 2023-2024 Winter Coach with a stipend according to the negotiated agreement:

Morgan Jordal 7th Grade Modified Boys Basketball

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 Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the instructional substitute list as presented and as follows and in accordance with the fingerprinting, background clearance requirements, and SED requirements effective for the 2023-2024 school year:

Mitchell Scoville, uncertified..... BS, Physical Education
Nick Vann, certification pending.....BA, History

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 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 support staff substitute list as presented and as follows and in accordance with the fingerprinting, background clearance requirements, and SED requirements effective for the 2023-2024 school year:

Emmalee Bibbinsschool monitor
Jennifer Burt.....school monitor
Amanda Morganschool monitor
Kathryn Murdock.....school monitor
Kyle Filkins..... cleaner
Erica Hendersonschool monitor
Tiffany Howland RN
Lyndsey Zehrschool monitor

APPOINTMENTS- SUPPORT STAFF SUBSTITUTE ADDENDUM (Continued)

Yes 6 No 0 Motion: Carried

APPOINTMENTS- 2023-2024 WINTER VOLUNTEER ASSISTANT COACHES

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 the following as 2023-2024 Winter Volunteer Assistant Coaches:

- Mike Burdick* Boys Basketball
- Carrie Mason*..... Girls Basketball
- Gabrielle Varcadipane* Girls Basketball
- Dianna Johnson* Cheerleading

Yes 6 No 0 Motion: Carried

APPOINTMENTS- VOLUNTEERS

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 appoint the following volunteers effective for the 2023-2024 school year:

- Munierah Abdelhamid*Wilson
- Alissa Giannino*.....Wilson
- Katelyn Millay*.....Wilson
- Michael Roberts*.....Wilson
- Kristin Worden*.....Wilson

Yes 6 No 0 Motion: Carried

ACKNOWLEDGEMENT- NCFHC

The Board acknowledged Jordan Smith as the North Country Family Health Center Transportation Supervisor effective for the 2023-2024 school year.

APPROVAL OF INDEPENDENT AUDIT & EXTRA CLASSROOM AUDIT CORRECTIVE ACTION PLAN

Information regarding the annual independent audit and extra classroom audit corrective action plan 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 VanCoughnett to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the annual independent audit and extra classroom audit corrective action plan for the fiscal year ending June 30, 2023, as presented to the Board.

Yes 6 No 0 Motion: Carried

DEPARTURE AND ENTRANCE

Trustee Matteson departed the meeting at 8:23 p.m. and reentered the meeting at 8:25 p.m. during the above information.

APPROVAL OF TREASURER'S REPORT (10/23)

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Widrick 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 Treasurer's Report for October 2023:

	<u>Ending Balance</u>
GENERAL FUND	
Checking WSB	\$1,341,785.04
Savings Chase	5,591,019.59
Savings NY Class	2,135,530.35
Unemployment Reserve	74,068.96
Property Loss Reserve	7,444.12
Liability Reserve	24,786.42
TRS Reserve	684,925.00
ERS Reserve	527,177.43
Worker's Comp Reserve	316,348.84
Payroll Checking WSB	0.00
FOOD SERVICES FUND	
Checking WSB	491,634.19
CAPITAL FUND	
Savings Chase	339.17
Savings NY Class	1,053,380.42
Reserve NY Class	0.00
MISCELLANEOUS SPECIAL REVENUE	
Scholar Savings WSB	7,208.78
GROUP BENEFITS	
Health Checking WSB	1,065,203.49
Health Catalyst	0.00
Health Savings NY Class	6,169,454.09
Dental Checking WSB	251,721.02
Flex Spending WSB	183,659.46
OTHER ACCOUNTS	
Tax Collector- WSB	1,592,437.98
Tax Collector- WSB ACC	934,974.87
Extra-Curricular WSB	253,446.25

Yes 6 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of October 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 Widrick 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 2023.

Yes 6 No 0 Motion: Carried

REVENUE REPORT INFORMATION

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

APPROVAL OF HEALTH INSURANCE (10/23) RECAP

The Health Insurance Report for October 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 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 Health Insurance Report dated October 2023.

Yes 6 No 0 Motion: Carried

ACCEPT GRANT FROM CAVALLARIO EDUCATION FUND OF THE NNYCF

Information regarding a \$1,500 grant received on behalf of the Cavallario Education Fund of the Northern New York Community Foundation for the purchase of supplies and materials to support teachers and their programs and enhance student learning for the Wilson Elementary Building 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 Widrick 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 accept with appreciation the generous grant of \$1,500 on behalf of the Cavallario Education Fund of the Northern New York Community Foundation as presented to the Board.

Yes 6 No 0 Motion: Carried

ACCEPT HANNAFORD HELPS SCHOOLS GIFT

Information regarding a \$1,300 gift received from the Hannaford Helps Schools Program 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 Eberle to adopt the following resolution:

ACCEPT HANNAFORD HELPS SCHOOLS GIFT (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept with appreciation the generous gift of \$1,300 from the Hannaford Helps Schools Program as presented to the Board.

Yes 6 No 0 Motion: Carried

APPROVAL OF SUB RATES

Information regarding substitute pay rates 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 Eberle 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 \$15.00 per hour to comply with federal minimum wage requirements effective December 31, 2023.

Yes 6 No 0 Motion: Carried

ACKNOWLEDGE MINIMUM WAGE INCREASE FOR SUPPORT STAFF

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 acknowledge the minimum wage increase for support staff from \$14.20 to \$15.00 per hour effective December 31, 2023.

Yes 6 No 0 Motion: Carried

BUSINESS OFFICE UPDATE

School Business Administrator Hartshorne provided an update regarding the Business Office. Topics included the NYS Comptroller's Audit, the corrective action plan for the External Audit, ESSA financial transparency, MOE compliance, and BANs. Discussion followed.

EXECUTIVE SESSION

A motion was made by Trustee Juczak and seconded by Trustee Matteson to enter into Executive Session for contractual purposes and to discuss the employment history of particular persons.

Yes 6 No 0 Motion: Carried Time: 8:38 p.m.

A motion was made by Trustee Matteson and seconded by Trustee Juczak to exit Executive Session.

Yes 6 No 0 Motion: Carried Time: 9:20 p.m.

ADJOURNMENT

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

ADJOURNMENT (Continued)

Yes 6 No 0 Motion: Carried Time: 9:21 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk