

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION
REGULAR MEETING, JANUARY 10, 2024**

TRUSTEES PRESENT: Pamela Donoghue, Joseph Eberle II, James Juczak, Carrie Mangino, Troy Matteson, Justin VanCoughnett

TRUSTEES EXCUSED: Stephanie Widrick

ALSO PRESENT: Christina Chamberlain, Superintendent of Schools
Lisa A. Parsons, Assistant Superintendent
Joshua Hartshorne, School Business Administrator

STAFF PRESENT: Lowell Davis (at 6:11 p.m.), Tony Gianfagna (at 6:11 p.m.), Heather Joss (at 6:11 p.m.), Sarah Morris (at 6:11 p.m.), Sarah OYong (at 6:11 p.m.), Jim Pelton (at 6:11 p.m.), Shelbie Pelton (at 6:11 p.m.), Andrew Zuber (at 6:11 p.m.)

OTHERS PRESENT: Maria Davis (at 6:11 p.m.), Candice Dean (via Google Meet), George Shaffer (via Google Meet)

CALL TO ORDER

President Donoghue called the regular meeting of the South Jefferson Central School District Board of Education to order at 5:31 p.m. in the Todd Dack Board Room in the Wilson Elementary School and led the Board in the Pledge of Allegiance.

EXECUTIVE SESSION

A motion was made by Trustee Eberle and seconded by Trustee Juczak to enter into Executive Session to discuss collective negotiations and to invite Candice Dean and George Shaffer into the session.

Yes 6 No 0 Motion: Carried Time: 5:32 p.m.

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

Yes 6 No 0 Motion: Carried Time: 6:10 p.m.

DEPARTURES AND ENTRANCES

Candice Dean and George Shaffer departed the meeting at 6:11 p.m. Lowell Davis, Maria Davis, Tony Gianfagna, Heather Joss, Sarah Morris, Sarah OYong, Jim Pelton, Shelbie Pelton, and Andrew Zuber entered the meeting at 6:11 p.m.

APPROVAL OF AGENDA

A motion was made by Trustee Mangino 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.

APPROVAL OF AGENDA (Continued)

Yes 6 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee VanCoughnett and seconded by Trustee Matteson to approve the Board of Education minutes of the regular meeting held on December 13, 2023.

Yes 6 No 0 Motion: Carried

PUBLIC FORUM

No comments were made.

CSE DEPARTMENT'S/ ELEMENTARY PRINCIPALS'/IT DEPARTMENT'S 2024-2025 BUDGET CONSIDERATIONS

Sarah OYong provided detailed information regarding the Special Education Department. Included in the information were program highlights and accomplishments, goals for the upcoming school year, equipment desired for the upcoming school year, and staffing needs. Discussion followed. Jim Pelton provided detailed information regarding the Mannsville-Manor Elementary Building. Included in the information were building highlights and accomplishments, goals for the upcoming school year, equipment desired for the upcoming school year, and staffing needs. Discussion followed. Tony Gianfagna provided detailed information regarding the Wilson Elementary Building. Included in the information were building highlights and accomplishments, goals for the upcoming school year, equipment desired for the upcoming school year, and staffing needs. Discussion followed. Shelbie Pelton and Andrew Zuber provided detailed information regarding the Technology Department. Included in the information were highlights and accomplishments, instructional technology, asset management, cybersecurity, assistive technology, data privacy and security, the Strategic Plan, software and hardware purchases, emerging trends in technology, and staffing needs. Discussion followed.

DEPARTURES

Tony Gianfagna and Sarah OYong departed the meeting at 6:40 p.m. during the above information. Jim Pelton, Shelbie Pelton, and Andrew Zuber departed the meeting at 6:59 p.m. after the above information.

APPROVAL OF MOA BETWEEN SJCS D & SJAA

The memorandum of agreement between the district and the South Jefferson Administrators' Association was included in the Board packet and reviewed by the Board. Discussion followed.

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 approve the memorandum of agreement with the South Jefferson Administrators' Association as presented to the Board.

Yes 6 No 0 Motion: Carried

INFORMATION & APPROVAL OF EXTRACURRICULAR CLUB

Information regarding sanctioning the Gender and Sexuality Alliance (GSA) Club as a Tier 1

INFORMATION & APPROVAL OF EXTRACURRICULAR CLUB (Continued)

Extracurricular Club 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 Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the Gender and Sexuality (GSA) Club as a Tier 1 Extracurricular Club as presented to the Board.

Yes 4 No 2 (Eberle, Mangino) Motion: Carried

APPROVAL OF FFA OVERNIGHT TRIP REQUEST- CAMP O

Information regarding an FFA overnight trip to attend the Winter Weekend at Camp Oswegatchie in Croghan, NY to participate in outdoor education and team building from January 19-21, 2024, 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, the Board of Education of the South Jefferson Central School District does hereby approve the FFA overnight trip request, including club costs, volunteer chaperones, and transportation expenses, to attend the Winter Weekend at Camp Oswegatchie in Croghan, NY from January 19-21, 2024, as presented to the Board.

Yes 6 No 0 Motion: Carried

ACKNOWLEDGEMENT OF HOMESCHOOLING LIST

The Board acknowledged the homeschooling requests from two (2) 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 Mangino 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: #18034, 18062, 18111, 18546, 18723, 18448, 18763, 18580, 18809, 18786, and 17957.

Yes 6 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

Information regarding the upcoming JLSBA Legislative Forum was included in the Board packet and reviewed the Board. Superintendent Chamberlain provided information regarding recent storm damage, impact aid, open swim, upcoming events, therapy dogs, the Workplace Violence Prevention Plan, DASA, and mandated trainings. Discussion followed.

RETIREMENT- SUPERVISING RN

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee VanCoughnett and seconded by Trustee Mangino 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 Lou Ann Gleason from her position as Supervising RN effective June 29, 2024.

Yes 6 No 0 Motion: Carried

RETIREMENT- LPN

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, with regret, the resignation for retirement request from Michele Porter from her position as LPN effective July 3, 2024.

Yes 6 No 0 Motion: Carried

RETIREMENT- TEACHING ASSISTANT

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Mangino 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 accept, with regret, the resignation for retirement request from Dorothy Scofield from her position as Teaching Assistant effective November 1, 2024.

Yes 6 No 0 Motion: Carried

RESIGNATION- OCCUPATIONAL THERAPIST ASSISTANT

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 accept the resignation request from Siara Corsette from her position as Occupational Therapist Assistant effective December 23, 2023.

Yes 6 No 0 Motion: Carried

TERMINATION- AIDE

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Mangino 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 terminate the employment of Nancy Fowler from her position as Aide (School Monitor) effective January 11, 2024.

Yes 6 No 0 Motion: Carried

CHANGE IN APPOINTMENT- SPECIAL EDUCATION TEACHER

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 appointment for Gina Vann from a one-year appointment to a four-year probationary appointment as Special Education Teacher at the Mannsville Elementary Building with a salary at Step 1 of the negotiated agreement plus credit for graduate hours and a Master's degree effective December 7, 2023.

Yes 6 No 0 Motion: Carried

CHANGE IN APPOINTMENT- TEACHING ASSISTANT

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 change in appointment for Amy Simpson from Aide to Teaching Assistant at the Wilson Elementary Building for 7.5 hours per day at her current rate effective January 1, 2024.

Yes 6 No 0 Motion: Carried

CHANGE IN APPOINTMENT- CUSTODIAN

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Eberle and seconded by Trustee Mangino 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 for Jordan Stevens from N1 Custodian to Custodian (Civil Service Title: Custodian) at a rate of \$15.30 per hour effective January 1, 2024.

Yes 6 No 0 Motion: Carried

APPOINTMENT- TWO-RUN BUS DRIVER

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Jonathan MacFarland as Two-Run Bus Driver (Civil Service Title: Bus Driver) at a rate of \$20.25 per hour effective January 16, 2024.

Yes 6 No 0 Motion: Carried

APPOINTMENT- OCCUPATIONAL THERAPIST

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 Leah Denny Lees as provisional Occupational Therapist (Civil Service Title:

APPOINTMENT- OCCUPATIONAL THERAPIST (Continued)

Occupational Therapist) with a salary at Step 4 of the negotiated agreement plus credit for graduate hours and a Master’s degree effective February 12, 2024.

Yes 6 No 0 Motion: Carried

APPOINTMENT- TYPIST

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Ashley Wood as probationary 11-month Typist (Civil Service Title: Typist) at the Wilson Elementary Building for 7.5 hours per day at a rate of \$15.70 per hour effective January 16, 2024.

Yes 6 No 0 Motion: Carried

APPOINTMENT- EXTRACURRICULAR/CLUB & CLASS ADVISOR

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 the following as an Extracurricular/Class & Club Advisor with a stipend according to the negotiated agreement effective for the 2023-2024 school year:

Joy CummingGender and Sexuality Alliance (GSA) Club

Yes 6 No 0 Motion: Carried

APPOINTMENTS- SUPERVISORS/SCORE/CLOCK OPERATORS

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 Dianna Johnson and Megan Whitley as extra-curricular supervisors/score/clock operators at the extracurricular supervisor rate effective for the 2023-2024 school year.

Yes 6 No 0 Motion: Carried

APPOINTMENT- STUDENT LIFEGUARD

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

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Oliver King as a student lifeguard at the student lifeguard rate effective for the 2023-2024 school year.

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:

- Marsha Benedict*, uncertifiedBS, Management/Marketing
- Brendon Levac*, uncertified..... BA, Business Administration
- Emily Pfeil*, uncertified..... MA, Museum Studies

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 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, background clearance requirements, and SED requirements effective for the 2023-2024 school year:

- Ariana Claflin*..... cleaner
- Emily Pfeil*.....school monitor
- Rose Slate*.....school monitor

Yes 6 No 0 Motion: Carried

APPOINTMENTS- VOLUNTEERS/CHAPERONES

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 volunteers/chaperones effective for the 2023-2024 school year:

- Nicole Ptacek* Mannsville, Syracuse Crunch Game
- Jennifer Nelson* Mannsville, Syracuse Crunch Game
- Melanie Berry* Mannsville, Syracuse Crunch Game
- Harold Nelson, Jr.*..... Mannsville, Syracuse Crunch Game

Yes 6 No 0 Motion: Carried

APPROVAL OF TREASURER’S REPORT (11/23)

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:

APPROVAL OF TREASURER'S REPORT (11/23) (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the following Treasurer's Report for November 2023:

	<u>Ending Balance</u>
GENERAL FUND	
Checking WSB	\$350,424.42
Savings Chase	6,724,441.60
Savings NY Class	2,144,841.85
Unemployment Reserve	74,391.94
Property Loss Reserve	7,476.57
Liability Reserve	24,894.48
TRS Reserve	687,911.46
ERS Reserve	529,476.07
Worker's Comp Reserve	317,728.21
Payroll Checking WSB	0.00
FOOD SERVICES FUND	
Checking WSB	239,310.04
CAPITAL FUND	
Savings Chase	339.53
Savings NY Class	1,057,973.46
Reserve NY Class	0.00
MISCELLANEOUS SPECIAL REVENUE	
Scholar Savings WSB	6,591.58
GROUP BENEFITS	
Health Checking WSB	740,764.13
Health Catalyst	0.00
Health Savings NY Class	6,169,354.64
Dental Checking WSB	255,126.70
Flex Spending WSB	164,942.24
OTHER ACCOUNTS	
Tax Collector- WSB	129,633.06
Tax Collector- WSB ACC	434,794.87
Extra-Curricular WSB	243,535.41

Yes 6 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of November 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 Matteson and seconded by Trustee Mangino to adopt the following resolution:

APPROVAL OF BUDGET REPORT (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the budget report for November 2023.

Yes 6 No 0 Motion: Carried

REVENUE REPORT INFORMATION

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

APPROVAL OF HEALTH INSURANCE (11/23) RECAP

The Health Insurance Report for November 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 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 November 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, budget meetings, and the capital project. Discussion followed.

ADJOURNMENT

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

Yes 6 No 0 Motion: Carried Time: 7:45 p.m.

Respectfully submitted,

Christina Chamberlain
Acting District Clerk