

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION
REGULAR MEETING, APRIL 3, 2024**

TRUSTEES PRESENT: Joseph Eberle II, James Juczak, Carrie Mangino, Troy Matteson,
Justin VanCoughnett, Stephanie Widrick

TRUSTEES EXCUSED: Pamela Donoghue

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

STAFF PRESENT: Lowell Davis, Betsy Dufresne, Melissa Fregoe-Cronk, Ashley Garza,
Sarah Morris, Jeffery Smith

OTHERS PRESENT: Cadie Boening, Melanie Calhoun, Hailey Carr, Tammy Castor,
Daphne Cronk, Maddox Cronk, Anne Marie deGraff, Julie Delpapa,
Lucas Delpapa, Jennifer Eastman, Erica Ebeling, Mathew Grimshaw,
Chris Robl

CALL TO ORDER

Vice President Matteson 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 Eberle 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 VanCoughnett and seconded by Trustee Juczak to approve the Board of Education minutes of the regular meeting held on March 20, 2024.

Yes 6 No 0 Motion: Carried

PUBLIC FORUM

Vice President Matteson reviewed the guidelines regarding comments presented during public forum. Tammy Castor posed questions regarding the GSA Club and requested information regarding the club. Superintendent Chamberlain will follow up.

FFA PARLIAMENTARY PROCEDURE PRESENTATION

The FFA Parliamentary Procedure team: Cadie Boenning, Melanie Calhoun, Hailey Carr, Daphne Cronk, Maddox Cronk, and Lucas Delpapa, provided information, presented Parliamentary Procedure, and practiced for their upcoming competition at the State Convention. The Board thanked them for attending the meeting.

DEPARTURES

Cadie Boenning, Melanie Calhoun, Hailey Carr, Daphne Cronk, Maddox Cronk, Julie Delpapa, Lucas Delpapa, and Melissa Fregoe-Cronk departed the meeting at 6:20 p.m. after the above presentation.

ADOPTION OF THE 2024-2025 BUDGET

School Business Administrator Hartshorne presented the 2024-2025 final proposed budget totaling \$44,147,572. Discussion followed.

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 accept the 2024-2025 proposed budget totaling \$44,147,572 as presented to the Board and to be presented to the voting public.

Yes 6 No 0 Motion: Carried

APPROVAL OF PROPERTY TAX REPORT CARD

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 2024-2025 property tax report card as presented to the Board.

Yes 6 No 0 Motion: Carried

APPROVAL OF 2-d CONTRACT WITH MULTI-HEALTH SYSTEMS

The 2-d contract with Multi-Health Systems to provide an assessment tool 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 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 approve the 2-d contract with Multi-Health Systems as presented to the Board.

Yes 6 No 0 Motion: Carried

APPROVAL OF AGREEMENT WITH CSEA

Superintendent Chamberlain summarized the agreement information with the South Jefferson Support Staff Association. Discussion followed.

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:

APPROVAL OF AGREEMENT WITH CSEA (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the agreement by the Superintendent between the South Jefferson Support Staff Association and Board of Education for the period of July 1, 2023, through June 30, 2026, and authorize the Superintendent of Schools to sign the contract as ratified by the South Jefferson Support Staff Association and as presented to the Board.

Yes 6 No 0 Motion: Carried

APPROVAL OF ADDITIONAL AMENDED EMPLOYMENT SUMMARIES

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 approve the amendments to the terms and conditions of employment for the Secretary to the Superintendent and Sub Caller-Typist as presented to the Board.

Yes 6 No 0 Motion: Carried

END OF THE YEAR INFORMATION & APPROVAL

Superintendent Chamberlain reviewed with the Board the calendar change recommendations for the remainder of the school year. Discussion followed. The District will use three of the remaining emergency-closing give-back days and will be closed for all students and staff on Monday, April 8; Friday, April 19; and Friday, May 24. The end-of-year calendar is subject to change should additional emergency closing days be necessary. The last day of regular attendance for grades 7-12 is June 13 and the last day for regular attendance for grades UPK-6 will be June 21. Discussion followed.

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 approve the end of the year calendar for April, May, and June 2024 as presented to the Board.

Yes 6 No 0 Motion: Carried

ACKNOWLEDGEMENT OF HOMESCHOOLING LIST

The Board acknowledged a homeschooling request from one (1) family to homeschool their child 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 Juczak 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 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: #18168, 17806, 17916, 15997, 18580, 17601, 17033, 17561, 17516, 17347, 17003, 18073, 17367, 18127, 18128, 18541, 18946, 18597, and 18033.

APPROVAL OF CSE/CPSE RECOMMENDATIONS (Continued)

Yes 6 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

Assistant Superintendent Parsons stated that Heidi Edgar, High School Counselor, is being recognized by the Jefferson County Youth Bureau with the 2024 Outstanding Youth Adult Worker Award. Superintendent Chamberlain provided information regarding the total solar eclipse on April 8. All staff and students will receive solar eclipse glasses; and students will watch a video made by Science Teachers about how to properly wear the glasses. She also presented information regarding a Certificate of Recognition and appreciation from Muksin III "Jiro" H. Ibrahim, a foreign exchange student during the 2014-2015 school year. Other information included professional development, workshops, and trainings; the upcoming Board Retreat; and the tentative annual reorganization meeting date of July 9. Discussion followed.

RETIREMENT- BUS DRIVER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 Christina Graves from her position as Bus Driver effective September 26, 2024.

Yes 6 No 0 Motion: Carried

RETIREMENT- KINDERGARTEN TEACHER

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 accept, with regret, the resignation for retirement request from Ellen Moculski from her position as Kindergarten Teacher effective June 30, 2024.

Yes 6 No 0 Motion: Carried

RESIGNATION- AIDE

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 accept the resignation request from Steven Randall from his position as Aide effective March 21, 2024.

Yes 6 No 0 Motion: Carried

CHANGE IN RESIGNATION DATE- AIDE

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:

CHANGE IN RESIGNATION DATE- AIDE (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept the change in resignation date for Charmane McConnell from her position as Aide from effective March 30, 2024, to effective March 22, 2024.

Yes 6 No 0 Motion: Carried

LEAVE OF ABSENCE- SOCIAL STUDIES TEACHER

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 leave of absence request for maternity purposes from Kayla Schillinger from her position as Social Studies Teacher effective approximately April 22, 2024, and extending for six to eight weeks after delivery and an unpaid extension through June 30, 2024.

Yes 6 No 0 Motion: Carried

APPOINTMENT- TECHNOLOGY EDUCATION TEACHER

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 Robert Tiffany to a four-year probationary appointment as Technology Education Teacher at the Clarke High School with a salary at Step 4 of the negotiated agreement plus credit for graduate hours effective April 15, 2024.

Yes 6 No 0 Motion: Carried

APPOINTMENT- STUDENT INTERN

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 Michael Nemier as an unpaid student intern with the IT Department for the BOCES Electronic and Computer Technology Program effective April 15, 2024, through May 31, 2024.

Yes 6 No 0 Motion: Carried

APPOINTMENT- CLAIMS AUDITOR BACK UP

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 Kerrie Hosley as Claims Auditor Back Up at her current hourly rate effective April 4, 2024, through June 30, 2024.

Yes 6 No 0 Motion: Carried

APPOINTMENTS- MAY 21, 2024 BUDGET VOTE/ELECTION PERSONNEL

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 the following personnel for the May 21, 2024, budget vote/election and authorize the District Clerk to appoint substitutes as needed:

- Kerrie Hosley* Election Chairperson/Chief Election Inspector/ Assistant Clerk, \$38/hour
- Val Zehr* Election Inspector/ Assistant Clerk, \$20/hour
- Shelli Carlberg* Election Inspector/ Assistant Clerk, \$20/hour
- Caitlyn Weston* Election Inspector/ Assistant Clerk, \$20/hour
- Brittany Stinson* Election Inspector/ Assistant Clerk, \$20/hour

Yes 6 No 0 Motion: Carried

APPOINTMENT- SPRING COACH

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

- Dylan Estal* Assistant Varsity Golf

Yes 6 No 0 Motion: Carried

APPOINTMENTS- HS MUSICAL 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 HS Musical Advisors with stipends according to the negotiated agreement effective for the 2023-2024 school year:

- Emilie Conley* HS Musical- Set Painting
- Anthony Cronk* HS Musical- Set Construction

Yes 6 No 0 Motion: Carried

APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM

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

APPOINTMENTS- INSTRUCTIONAL SUBSTITUTE ADDENDUM (Continued)

Madelyn Perry..... License, Cosmetology
Colby Randall..... BA, Political Science (5/25)
Lia Tyrrell..... BS, Healthcare Administration (12/25)
Zoe Turtura..... AS, Humanities & Social Sciences (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 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 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:

Heidi Brownschool monitor
Jessie Perryschool monitor
Barbie Redden.....school monitor
Stephen Powell cleaner
Elizabeth Johnson LPN, school monitor
Amber Phillips.....school monitor

Yes 6 No 0 Motion: Carried

DEPARTURES

Tammy Castor, Jennifer Eastman, Erica Ebeling, Mathew Grimshaw, and Chris Robl departed the meeting at 6:43 p.m. during the above information.

APPOINTMENTS- CHAPERONES/VOLUNTEERS

Upon the recommendation of the Superintendent of Schools, a motion was made by Trustee Juczak 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 following as chaperones/ volunteers effective for the 2023-2024 school year:

Jessica Blair.....Wilson, eff. 2023-2024 school year
Melissa CarrWilson, eff. 2023-2024 school year
Jeff Ginger.....Wilson, eff. 2023-2024 school year
Andrea ReedWilson, eff. 2023-2024 school year

Yes 5 No 0 Abstain 1 (VanCoughnett) Motion: Carried

APPROVAL OF TREASURER’S REPORT (2/24)

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

APPROVAL OF TREASURER'S REPORT (2/24) (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the following Treasurer's Report for February 2024:

	<u>Ending Balance</u>
GENERAL FUND	
Checking WSB	\$767,104.27
Savings Chase	10,378,695.82
Savings NY Class	2,173,133.48
Unemployment Reserve	75,373.23
Property Loss Reserve	7,575.09
Liability Reserve	25,222.85
TRS Reserve	696,985.34
ERS Reserve	536,460.18
Worker's Comp Reserve	321,919.20
Payroll Checking WSB	0.00
FOOD SERVICES FUND	
Checking WSB	265,820.12
CAPITAL FUND	
Savings Chase	340.63
Savings NY Class	1,071,928.70
Reserve NY Class	0.00
MISCELLANEOUS SPECIAL REVENUE	
Scholar Savings WSB	2,618.51
GROUP BENEFITS	
Health Checking WSB	515,116.54
Health Catalyst	0.00
Health Savings NY Class	6,278,087.95
Dental Checking WSB	257,594.64
Flex Spending WSB	105,083.86
OTHER ACCOUNTS	
Tax Collector- WSB	0.00
Tax Collector- WSB ACC	0.00
Extra-Curricular WSB	242,448.65

Yes 6 No 0 Motion: Carried

SCHEDULE OF CHECKS WRITTEN INFORMATION

The schedule of checks written for the month of February 2024 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 Mangino and seconded by Trustee VanCoughnett 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 February 2024.

Yes 6 No 0 Motion: Carried

REVENUE REPORT INFORMATION

The revenue report for the month of February 2024 was included in the Board packet and reviewed by the Board.

APPROVAL OF HEALTH INSURANCE (2/24) RECAP

The Health Insurance Report for February 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 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 February 2024.

Yes 6 No 0 Motion: Carried

BUSINESS OFFICE UPDATE

School Business Administrator Hartshorne provided an update regarding the Business Office. Topics included Frontline Absence Management, the capital project, property tax report card, and the ongoing budget process.

DEPARTURES

Betsy Dufresne, Lowell Davis, Anne Marie deGraff, Ashley Garza, Sarah Morris, and Jeffery Smith departed the meeting at 6:49 p.m.

EXECUTIVE SESSION

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

Yes 6 No 0 Motion: Carried Time: 6:49 p.m.

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

Yes 6 No 0 Motion: Carried Time: 7:44 p.m.

ADJOURNMENT

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

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

Respectfully submitted,

Michelle L. Jaques
District Clerk