

**SOUTH JEFFERSON CENTRAL SCHOOL DISTRICT
ADAMS, NEW YORK 13605
BOARD OF EDUCATION
BUDGET HEARING/REGULAR MEETING, MAY 13, 2024**

TRUSTEES PRESENT: Pamela Donoghue, James Juczak (at 6:09 p.m.), Carrie Mangino, Troy Matteson, Justin VanCoughnett

TRUSTEES EXCUSED: Joseph Eberle II, Stephanie Widrick

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, Heather Joss, Tracy Puckett, Jeffery Smith

OTHERS PRESENT: Jamie Beckstead, Maria Davis, Erin Gaffney

CALL TO ORDER

President Donoghue called the regular meeting of the South Jefferson Central School District Board of Education to order at 6:02 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 Mangino to adopt the following resolution:

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

Yes 4 No 0 Motion: Carried

APPROVAL OF MINUTES

A motion was made by Trustee Matteson and seconded by Trustee VanCoughnett to approve the Board of Education minutes of the budget hearing/regular meeting held on May 13, 2024.

Yes 4 No 0 Motion: Carried

HEARING FOR THE 2024-2025 PROPOSED BUDGET

The hearing for the 2024-2025 proposed budget commenced at 6:04 p.m. School Business Administrator Hartshorne presented the final 2024-2025 proposed budget totaling \$44,147,572. A PowerPoint presentation was viewed. Information reviewed included a budget overview, revenues and expenses, propositions, and what will be included on the ballot. Discussion followed. The school district budget vote and election will be held at the Clarke High School Auditorium on Tuesday, May 21, 2024, from 12:00 p.m. to 8:00 p.m. and will include Proposition I: Budget for the 2024-2025 School Year, Proposition II: Capital Project, Proposition III: Purchase of School Buses, Proposition IV: Library Appropriation, and two Board of Education member vacancies. Erin Gaffney provided background

HEARING FOR THE 2024-2025 PROPOSED BUDGET (Continued)

information and expressed excitement to be running for the Board of Education again. Kathryn (Kate) Mangan was not able to attend the meeting. The budget hearing portion of the meeting was adjourned at 6:30 p.m.

ENTRANCE

Trustee Juczak entered the meeting at 6:09 p.m. during the above information.

PUBLIC FORUM

President Thomas reviewed the guidelines regarding comments presented during public forum. No comments were made.

DEPARTURE

Erin Gaffney departed the meeting at 6:32 p.m.

WORKPLACE VIOLENCE PREVENTION PLAN UPDATE

Superintendent Chamberlain provided information regarding recent updates to the Workplace Violence Prevention Plan. The Board acknowledged the updates to the Plan.

APPROVAL OF 2-d CONTRACT WITH JUICEMIND

The 2-d contract with JuiceMind to provide an educational platform offering fun coding quizzes and projects for teachers and students 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 Juczak 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 JuiceMind as presented to the Board.

Yes 5 No 0 Motion: Carried

APPROVAL OF ADDITIONAL AMENDED EMPLOYMENT SUMMARY

Upon the recommendation of the Superintendent of Schools, 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 amendment to the terms and conditions of employment for the Typist-CSE Secretary as presented to the Board.

Yes 5 No 0 Motion: Carried

ACKNOWLEDGEMENT OF HOMESCHOOLING LIST

The Board acknowledged a homeschooling request 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 Matteson and seconded by Trustee Mangino to adopt the following resolution:

APPROVAL OF CSE/CPSE RECOMMENDATIONS (Continued)

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: #18910, 18071, 17349, 16379, 16131, 18851, 16058, 16346, 16794, 15737, 17506, 17217, 17529, 18352, 17718, 18935, and 15856.

Yes 5 No 0 Motion: Carried

DISTRICT UPDATES/ITEMS OF INFORMATION

Superintendent Chamberlain presented Certificates of Recognition from the New York State School Boards Association to Trustee VanCoughnett for earning the Level 2 Lifetime Achievement Award and Trustee Matteson for earning the Level 1 Board Achievement Award. She also presented a Certificate of Appreciation to James Juczak for his dedication and commitment to the Board of Education and thanked him for serving the district. Pictures of Bryce McConnell's 3D sculpture for the Tri-County Art Show, pictures from the second session of the Mannsville Sewing class, the April/May Superintendent Update, the 2024-2025 Budget Newsletter, Pivot statistics, and voting results from Jeff-Lewis-Hamilton-Herkimer-Oneida BOCES administrative budget and election were included in the Board packet and reviewed by the Board. Superintendent Chamberlain provided information regarding the spring sports season, the front lawn beautification at the Wilson Elementary Building by New Life Christian Church members, upcoming concerts, Lou Ann Gleason's contribution to the NYSED's 2024 Guidelines for Managing Allergies and Anaphylaxis in Schools, the upcoming Board Retreat, and staff appreciation week. Discussion followed.

DEPARTURE

Jamie Beckstead departed the meeting at 7:40 p.m. during the above updates.

RETIREMENT- SCIENCE TEACHER

Upon the recommendation of the Superintendent of Schools, 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 accept, with regret, the resignation for retirement request from Benita Cataldo from her position as Science Teacher effective June 30, 2024.

Yes 5 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 Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby accept, with great sadness, the resignation request from Phyllis Sauer from her position as Aide effective June 27, 2024.

Yes 5 No 0 Motion: Carried

APPOINTMENT- MATHEMATICS TEACHER

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:

APPOINTMENT- MATHEMATICS TEACHER (Continued)

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby appoint Sarah Smouse to a four-year probationary appointment as Mathematics Teacher at the Clarke Middle School with a salary at Step 4 of the negotiated agreement effective August 28, 2024.

Yes 5 No 0 Motion: Carried

APPOINTMENT- ELEMENTARY TEACHER

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 appoint Hope Sama to a four-year probationary appointment as Elementary Teacher at the Wilson Elementary Building with a salary at Step 5 of the negotiated agreement plus credit for graduate hours and a Master's degree effective August 28, 2024.

Yes 5 No 0 Motion: Carried

APPOINTMENT- AIDE

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 EmmaLee Bibbins as an Aide (Civil Service Title: school monitor) at the Clarke High School for 6.5 hours per day at a rate of \$15.55 per hour effective May 13, 2024.

Yes 5 No 0 Motion: Carried

APPOINTMENT- AIDE

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 Madelyn Blodgett as an Aide (Civil Service Title: school monitor) at the Wilson Elementary Building for 6.5 hours per day at a rate of \$15.55 per hour effective May 13, 2024.

Yes 5 No 0 Motion: Carried

APPOINTMENT- FORMAL MENTOR

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 Anthony Cronk as a Formal Mentor Teacher for Robert Tiffany with a stipend according to the negotiated agreement effective April 15, 2024, through June 30, 2024.

Yes 5 No 0 Motion: Carried

APPOINTMENT- 2023-2024 STUDENT TEACHER

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 Drew Autote as a 2023-2024 Student Teacher for HS/MS Music (Bast) effective May 28, 2024, through May 29, 2024.

Yes 5 No 0 Motion: Carried

APPOINTMENT- INSTRUCTIONAL SUBSTITUTE ADDENDUM

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 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:

Grace Winchesteruncertified

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 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 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:

Juliana Mayer cleaner
Michele Quartulli school monitor

Yes 5 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 Matteson to adopt the following resolution:

RESOLVED, that the Board of Education of the South Jefferson Central School District does hereby approve the following as volunteers effective for the 2023-2024 school year:

Aimee Jo Murphy Wilson, eff. 2023-2024 school year
Alissa Giannino Wilson, eff. 2023-2024 school year
Larissa Robinson Wilson, eff. 2023-2024 school year
Maira Ruiz Wilson, eff. 2023-2024 school year
Emily Worden Wilson, eff. 2023-2024 school year
Jennifer Nelson Mannsville, eff. 2023-2024 school year

APPOINTMENTS- VOLUNTEERS (Continued)

Harold Nelson Mannsville, eff. 2023-2024 school year
Hilary Remington Mannsville, eff. 2023-2024 school year
Andrea McCormick Mannsville, eff. 2023-2024 school year

Yes 5 No 0 Motion: Carried

APPOINTMENTS- CHAPERONES

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 Amanda Berger, Katlyne Cedar, Julie DelPapa, Kaitlyn Fargo, Korinne Flagg, Renee McDonald, Erin Nestico, Tasha Newton, Kelsey Switzer, Shawn Switzer, Michelle Harnas, Jennifer Nasworthy, Laryssa Fowler, Ashley Compeau, Ellie Kingsley, Leah Dack, Emily Ossola, Ashley Purdy, Danielle VanDusen, Merrica Baldwin, Catherine Towles, Jonathan Rivera, and Erin Sperry as chaperones for the Mannsville 4th grade Pioneer Day effective for the 2023-2024 school year.

Yes 5 No 0 Motion: Carried

APPROVAL OF DAY AUTOMATION CONTRACT

The contract with Day Automation for temperature control system work 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 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 contract with Day Automation for the temperature control system work as presented to the Board.

Yes 5 No 0 Motion: Carried

APPROVAL OF INTERMUNICIPAL AGREEMENTS FOR SUMMER RECREATION PROGRAM

The intermunicipal agreements with the Village of Adams, Town of Watertown, and Town of Ellisburg for the 2024 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 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 intermunicipal agreements with the Village of Adams, Town of Watertown, and Town of Ellisburg for the 2024 Summer Recreation Program as presented to the Board.

Yes 5 No 0 Motion: Carried

APPROVAL OF HEALTH SERVICES FOR BUFFALO PAROCHIAL STUDENT

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 services contract with the Buffalo City School District for a South Jefferson resident attending a non-public or charter schools for the 2023-2024 school year.

Yes 5 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, the Office of the State Comptroller Audit, and the internal audit. Discussion followed.

DEPARTURES

Lowell Davis, Maria Davis, Heather Joss, Tracy Puckett, and Jeffery Smith departed the meeting at 6:56 p.m.

EXECUTIVE SESSION

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

Yes 5 No 0 Motion: Carried Time: 6:57 p.m.

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

Yes 5 No 0 Motion: Carried Time: 7:22 p.m.

ADJOURNMENT

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

Yes 5 No 0 Motion: Carried Time: 7:23 p.m.

Respectfully submitted,

Michelle L. Jaques
District Clerk