

GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**Regular Meeting**  
Minutes  
**July 1, 2014**  
**General Brown Room - Jr.-Sr. High School**

**Regular Meeting** commenced immediately following the Annual Organizational Meeting

**Members Present:** Jeffrey West, President; Daniel Dupee II, Vice President; Sandra Young Klindt; Brien Spooner; Jamie Lee and Cathy Pitkin

**Member Absent:** Michael Ward

**Others Present:** Cammy J. Morrison, Superintendent of Schools; Lisa Smith, Executive Director of Administrative Services; Tina Heckman, High School Principal; Joseph O'Donnell, Junior High School Principal/Athletic Director; Hope Ann LoPresti, Brownville Elementary Principal; David Ramie, Dexter Elementary Principal; Debra Bennett, District Clerk

**CONSENT AGENDA**

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Brien Spooner, and seconded by Sandra Young Klindt - Motion is approved 6-0.

1. Approval of Minutes:
  - June 9, 2014 - Regular Meeting
2. Approval of Buildings and Grounds requests:
  - Brownville Glen Park Classroom #413 - July 7-August 14, 2014 from 8:00 a.m. to 3:00 p.m. - Summer Tutoring
3. Conferences and Workshops:
  - Erin Heller - eDoctrina Training - Jefferson-Lewis BOCES - June 13, 2014
  - David Ramie - Network Team Training Institute - Albany, NY - July 7-9, 2014
  - Hope Ann LoPresti - Network Team Training Institute - Albany, NY - July 7-9, 2014
  - Lisa Smith - Network Team Training Institute - Albany, NY - July 7-9, 2014
  - Joseph O'Donnell - Network Team Training Institute - Albany, NY - July 7-9, 2014
  - Cammy Morrison - Network Team Training Institute - Albany, NY - July 9, 2014
  - Lisa Smith - Medicaid Update Workshop - Jefferson-Lewis BOCES - July 10, 2014
  - Joseph O'Donnell - Breakthrough Coach - Jefferson-Lewis BOCES - July 21-22, 2014
  - Hope Ann LoPresti - DDI-Data Conference - Rome Free Academy - August 11, 2014
4. Financial Reports: May 2014
  - Appropriation Report – All Funds
  - Revenue Report – All Funds
  - Treasurer's Cash Reports
  - Claims Auditor Monthly Reports
  - Approval of General Fund Warrant "A"
  - Approval of Federal Fund Warrant "B"
  - Approval of Food Service Warrant "C"
  - Approval of Capital Fund Warrant "H" (none at this time)
  - Approval of Trust & Agency Warrant "T"
  - Approval of Extra-Curricular Activity Fund (none at this time)

**REGULAR AGENDA**

**Other Discussion and Action**

1. Public Comments - None at this time
2. Ongoing Agenda Items:
  - Academic Update:
    - ❖ None at this time
  - Policy Review:
    - ❖ None at this time
3. Board Information - 2014-2015 BOCES AS-7 Contract
4. Board Information - 15 student workers hired for summer 2014
5. Board Information - NYSSBA Online Training Schedule for Mandated New Member Training

6. Board Information / Discussion - NYSSBA's 95<sup>th</sup> Annual Convention & Education Expo - Sunday through Tuesday October 26-28, 2014 - New York City. - No members plan to attend.
7. Board Action - Approval of Jefferson-Lewis School Boards Association dues - July 1, 2014 through June 30, 2015 - \$430 based on enrollment (2013-2014 \$430)  
**Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 6-0.**
8. Board Discussion / Action - Election of delegate and alternate members for the Executive Committee-Legislative Representative of Jefferson-Lewis School Boards Association for the 2014-2015 school year. (2013-2014: Sandra Klindt Delegate/Legislative Representative and Brien Spooner Alternate)  
**Nomination of Sandra Klindt as Delegate, Brien Spooner as Alternate, and Sandra Klindt as Legislative Representative by Cathy Pitkin, seconded by Jamie Lee motion approved 6-0.**
9. Board Action - **BE IT RESOLVED** that the General Brown Central School Board of Education takes action to approve Community Bank, NA as an official depository for school accounts.  
**Motion for approval by Cathy Pitkin, seconded by Brien Spooner, with motion approved 6-0.**
10. Board Action - Approval of the Professional Development Plan for July 1, 2014 to June 30, 2015 as revised.  
**Motion for approval by Daniel Dupee, seconded by Jamie Lee, with motion approved 6-0.**
11. Board Action - **BE IT RESOLVED** that the General Brown Central School District Board of Education takes action to approve the REVENUE ANTICIPATION NOTE RESOLUTION as follows:  
**Motion for approval by Sandra Klindt, seconded by Daniel Dupee, with motion approved 6-0.**

**REVENUE ANTICIPATION NOTE RESOLUTION**

DATED JULY 1, 2014:

A RESOLUTION AUTHORIZING THE ISSUANCE OF UP TO \$1,000,000 IN REVENUE ANTICIPATION NOTES OF THE GENERAL BROWN CENTRAL SCHOOL DISTRICT, JEFFERSON COUNTY, NEW YORK IN ANTICIPATION OF THE COLLECTION OF REVENUES OTHER THAN REAL ESTATE TAXES TO BE COLLECTED DURING THE FISCAL YEAR 2014-2015.

**BE IT RESOLVED** by a Board of Education of the General Brown Central School District, Jefferson County, New York (the "School District") as follows:

Section 1. There are hereby authorized to be issued Revenue Anticipation Notes (the "Notes") of the School District in anticipation of the collection of aid payments to be received from the State of New York during the School District's 2014-2015 fiscal year (the "Revenues").

Section 2. The amount of such Revenues estimated in the School District's 2014-2015 annual budget, is \$12,485,046 all of which is uncollected on the date of this Resolution.

Section 3. The maximum amount of Notes authorized to be issued is up to \$1,000,000.

Section 4. The Notes shall be of such amount, terms, form and content, and shall be sold in such manner as may be prescribed by the President of the Board of Education, the chief fiscal officer of the School District, consistent with the provisions of this resolution and the Local Finance Law.

Section 5. Pursuant to the authority delegated in this resolution, the President of the Board of Education may issue Notes during the School District's 2014-2015 fiscal year, or during the two weeks prior to the commencement of such fiscal year, in an amount not in excess of the difference between the amount of uncollected or unreceived Revenues and the amount of any outstanding revenue anticipation notes previously issued in anticipation of the collection or receipt of the Revenues.

Section 6. The period of maturity of the Notes shall not exceed one year. The Notes may be renewed from time to time, but each renewal shall be for a period not exceeding one year and in no event shall the Notes, or the renewals thereof, extend beyond the close of the second fiscal year succeeding the fiscal year in which the Notes are issued. The Notes shall not be renewed in an amount in excess of the difference between the amount of uncollected or unreceived Revenues and the amount of any other outstanding revenue anticipation notes issued in anticipation of the collection or receipt of such Revenues.

Section 7. The faith and credit of the School District shall be and are hereby pledged for the punctual payment of the principal of and interest due on the Notes as the same shall become due and payable.

Section 8. The President of the Board of Education, the chief fiscal officer of the School District, is hereby authorized to enter into an undertaking for the benefit of the holders of the Notes as required by Securities and Exchange Commission Rule 15c-12, as amended.

Section 9. This resolution shall take effect immediately.

STATE OF NEW YORK            )  
  ) SS.:  
COUNTY OF JEFFERSON        )

I, the undersigned, Clerk of the Board of Education of the General Brown Central School District, Jefferson County, New York (the "School District"), DO HEREBY CERTIFY:

That I have compared the annexed abstract of the minutes of the meeting of the Board of Education of the School District, held on the 1st day of July, 2014, including the resolution contained therein, with the original thereof on file in my office, and the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that the full Board of Education of the School District consists of seven (7) members; that six (6) members of the Board of Education were present at such meeting; and, that six (6) of such members voted in favor of the above resolution.

I FURTHER CERTIFY that (i) all members of the Board of Education had due notice of the meeting, (ii) pursuant to Article 7 of the Public Officers Law (Open Meetings Law), such meeting was open to the general public, and due notice of the time and place of such meeting was duly given in accordance with Article 7 of the Public Officers Law, and (iii) the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the School District this 1<sup>st</sup> day of July, 2014.

\_\_\_\_\_  
Debra L. Bennett, District Clerk  
General Brown Central School District  
Jefferson County, New York

(SEAL)

- 12. Board Action - **BE IT RESOLVED** that the General Brown Central School District Board of Education takes action to:
  - eliminate a 1.0 Teacher Assistant position for the 2014-2015 school year
  - reduce a 1.0 PK-6 Elementary Teacher position to a .5 PK-6 Elementary Teacher position for the 2014-2015 school year
  - increase a .5 Physical Therapist position to a .6 Physical Therapist position for the 2014-2015 school year
  - add 3.0 General Aide positions for the 2014-2015 school year

Motion for approval by Daniel Dupee, seconded by Sandra Klindt, with motion approved 6-0.

- 13. Board Action - Approval of Committee on Special Education Reports

Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 6-0.

**ADMINISTRATIVE REPORTS** - For information only

- 14. School Business Official Report
- 15. Superintendent Report

**CORRESPONDENCE AND COMMUNICATIONS** - For information only

- 16. Correspondence Log
- 17. Discussion:\_\_\_\_\_

**RECOMMENDATIONS AND ACTION**

- 18. Board Action - **BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools, the Board of Education approves the request of **Kylee Monroe to be placed on Special Assignment** pursuant to the BOCES STLE 3 Consortium Grant, recognizing that though Kylee Monroe's duty assignment will be determined by the BOCES, all salary and benefits will be pursuant to the General Brown Central School District's applicable collective bargaining agreement to be reimbursed to the District by the BOCES.

Motion for approval by Cathy Pitkin, seconded by Brien Spooner, with motion approved 6-0.

- 19. Personnel Changes as listed:

A motion for approval of the following **PERSONNEL CHANGES** with effective dates as listed under **RECOMMENDATIONS AND ACTION** is made by Brien Spooner, and seconded by Daniel Dupee. Motion is approved 6-0.

(A) Retirements: None

(B) Resignations:

**Jonathan Bliss** - English Teacher - effective August 31, 2014  
**Jessica Schofield** - Teacher Assistant - effective August 31, 2014

(C) Appointments:

Fall 2013 PAID Coaches

**Steve Fisher\***-Varsity Football  
**Jessica Bower\***-JV Girls Soccer  
**Jon Murphy\***-Modified Girls Soccer  
**Phil Jenner\***-Varsity Boys Soccer  
**Malcolm Jones\***-JV Boys Soccer  
**Will Covey\***-Tennis

Coaches have the following (as mandated by NYSED):

- Possess Teaching Certificate , Concussion Management and First Aid/CPR\*

Upon the recommendation of the Superintendent of Schools – WHEREAS, the Jefferson-Lewis BOCES on behalf of General Brown Central School District has promptly submitted to SED two sets of the following prospective employees fingerprints for employment and the signed Consent Form, along with a request for conditional clearance. These employees have received FINAL CLEARANCE from SED:

- None

**ITEMS FOR NEXT MEETING Thursday, August 7, 2014 - 5:15 p.m. - General Brown Room**

20. Continue discussion of school trips
21. Board of Education GOALS for 2014-2015
22. Information regarding Long Range Strategic Action Plan

Mrs. Pitkin was excused from meeting at 8:40 a.m.

**Motion for Adjournment:**

**There being no further business or discussion**, a motion is requested adjourn the regular meeting.

**Motion for approval by Jamie Lee, seconded by Brien Spooner, with motion approved 5-0. Time adjourned: 8:41 a.m.**

Respectfully submitted:

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Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated July 1, 2014