

GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**Regular Meeting**  
Preliminary Agenda  
**August 7, 2014 - 5:15 p.m.**  
**General Brown Room - Jr./Sr. High School**

**Regular Meeting**

5:15 p.m. - Presentation and approval of the Annual Fire Inspection Report as presented by Mr. John Warneck-NCE Environmental Consultants

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

**CONSENT AGENDA**

A motion for approval of the following items as listed under the CONSENT AGENDA is made by \_\_\_\_\_, and seconded by \_\_\_\_\_ - Motion is approved \_\_\_\_-\_\_\_\_.

1. Approval of Minutes:
  - July 1, 2014 - Organizational Meeting
  - July 1, 2014 - Regular Meeting
2. Approval of Buildings and Grounds requests:
  -
3. Conferences and Workshops:
  - Shellie Miner - Schedule Galaxy Training - Jefferson-Lewis BOCES - July 8, 2014
  - Shellie Miner - DASA Training - Watertown High School - July 9, 2014
  - Lisa Leubner - Medicaid Update Workshop - Jefferson-Lewis BOCES - July 10, 2014
  - Joseph O'Donnell - Grades 7-8 ELA Roundtable - Jefferson-Lewis BOCES - August 19, 2014
  - Lisa Smith - State Aid Planning Fall Workshop - Jefferson-Lewis BOCES - September 9, 2014
  - Cammy Morrison – NYSSBA Summit - Riveredge Resort, Alexandria Bay – August 14, 2014
  - Lisa Smith – NYSSBA Summit - Riveredge Resort, Alexandria Bay – August 14, 2014
4. Financial Reports:
  - Approval of Extra-Curricular Activity Fund (May 2014)

**REGULAR AGENDA**

**Other Discussion and Action**

1. Public Comments -
2. Ongoing Agenda Items:
  - Academic Update:
    - ❖ None at this time
  - Policy Review:
    - ❖ None at this time
3. Board Information - 2014-2015 Organizational Chart
4. Board Information - ASAC Student Assistance Program Second Semester Report
5. Board Information - Professional Development Days - August 27 (SRP only) and September 2, 2014 8:00 a.m. Auditorium JSHS
6. Board Information - Board Member photographs will be taken on September 2, 2014 beginning at 7:00 a.m. in the old gymnasium of the Jr.-Sr. High School
7. Board Discussion - District Building Tours
8. Board Discussion - School Trips
9. Board Discussion / Action – Approval of the 2014-2015 Board of Education GOALS  
Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.
10. Board Discussion / Action - School Lunch Prices:  
**BE IT RESOLVED** that the General Brown Central School District Board of Education takes action to approve an

increase of 25 cents in the lunch fee for a cost of \$2.40 and the breakfast fee to cost \$1.25 for the 2014-2015 school year

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

11. Board Action - Approval to excess the following as surplus equipment per Board of Education Policy #5250:

- 1993 Dodge Pickup Truck VIN 1B7KM26Z2PS268058
- 1996 Dodge Van VIN 2B4HB15Y9TK124656

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

12. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve an inter-fund transfer from the Capital Fund to the Debt Service Fund in the amount of \$26,377.34.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

13. Board Action - Acceptance of \$7893.52 donation from the Friends of General Brown Football to be used for the Junior Varsity Football program

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

14. Board Action - Approval of hourly rates for non-instructional substitutes for the 2014-2015 school year:

- General Aide - \$9.39
- Nurse - \$12.66
- Bus Driver - \$14.06
- Food Service Helper - \$8.70
- Cleaner - \$9.82
- Mechanic Helper - \$12.37

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

15. Board Action - Approval for Brendan Eyestone to participate with the Watertown City School District Swim Team as an independent swimmer for the 2014-2015 season, contingent upon the parents signing a liability statement releasing General Brown CSE from all liability, transportation and equipment costs and any other fees where applicable

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

16. Board Action - Approval of *Other Appointments-Item #6*, as continued from the Organizational Meeting held July 1, 2014:

- Attendance Officers - Tana Gunn / Linda Gracey / Debbie Higgins

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

17. Board Action - Approval of *Authorizations-Item #7-B*, as continued from the Organizational Meeting held July 1, 2014:

- Title IX Coordinator - David Ramie
- District Technology Coordinator - Tina Heckman
- Gifted / Talented Coordinator - Hope Ann LoPresti
- Odyssey of the Mind Coordinator - David Ramie and Hope Ann LoPresti
- District Arts in Education Coordinator - Hope Ann LoPresti
- Drug and Alcohol Coordinator - Joseph O'Donnell
- District PDP Coordinator - Joseph O'Donnell
- District Professional Development Committee Coordinator - Joseph O'Donnell
- District Biennial Review Coordinator - David Ramie
- Staff Development Coordinator - Joseph O'Donnell
- Instructional Material Replacemnt: Elementary - Hope Ann LoPresti
- Reading Coordinator - David Ramie and Hope Ann LoPresti
- Mentor Program Coordinator - Tina Heckman
- School Security / Safety Officer - Gary Grimm
- Designated Educational Official (DEO) - Lisa Smith
- AIS Coordinator - David Ramie and Hope Ann LoPresti
- Character Education - Hope Ann LoPresti
- District Health Coordinator - Tina Heckman and Joseph O'Donnell

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

18. Board Action - Approval of *Substitute Instructional and Non-Instructional Personnel-Item #10E*, as continued from the Organizational Meeting held July 1, 2014:

- Substitute Teachers: Bryanna Tripp - James Jarosz - Tashua Natali - Laura Duell - Emily Paquette
- Substitute Aide: Kendra Matthews

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

19. Board Action - Approval of School Tax Warrant and Tax Collection Procedures for 2014

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

20. Board Action - Approval of Final Tax Collection Dates: Tuesday, September 2<sup>nd</sup> to Wednesday, October 1<sup>st</sup> with no penalty; Thursday, October 2<sup>nd</sup> to Friday, October 31<sup>st</sup> with 2% penalty; and Saturday, November 1<sup>st</sup> to Tuesday, November 4, 2014 with 3% penalty.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

21. Board Action - Approval of Railroad Crossings for 2014-2015

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

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

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

### ADMINISTRATIVE REPORTS

- 23. Operations Report
- 24. Principal Reports
- 25. Curriculum Coordinator Report
- 26. School Business Official Report
- 27. Superintendent Report

### CORRESPONDENCE AND COMMUNICATIONS

- 28. Correspondence Log
- 29. Discussion: \_\_\_\_\_

### RECOMMENDATIONS AND ACTION

30. 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 \_\_\_\_\_, and seconded by \_\_\_\_\_. Motion is approved \_\_\_/\_\_\_.

(A) Retirements:

**Dona Prouty** - Typist - Effective December 13, 2014

(B) Resignations:

(C) Appointments:

**Lindsay F. Hanson** - English 7-12 Teacher - Step 1 Bachelors \$41,426 annual salary - 3-year probationary tenure track appointment effective September 1, 2014

**Lindsay A. Labiendo** - English 7-12 Teacher - Step 1 Bachelors \$41,426 - one year appointment effective September 1, 2014

**Lori Elmer** - 4-Hour Aide (recall appointment with accrued sick time reinstated) - Step 4 \$7,727 annual salary effective September 1, 2014

**Debra Matusiak** - 4-Hour Aide (recall appointment with accrued sick time reinstated) - Step 4 \$7,727 annual salary effective September 1, 2014

**Jeremiah Stevens** – Substitute Bus Driver - \$14.06 per hour – effective August 8, 2014

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:

- **Lindsay F. Hanson** - Teacher
- **Lindsay Labiendo** - Teacher

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

### ITEMS FOR NEXT MEETING Monday, September 8, 2014 - 5:15 p.m. - General Brown Room

31. \_\_\_\_\_

#### Executive Session:

A motion is requested to enter executive session for the discussion of \_\_\_\_\_.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_. Time entered: \_\_\_\_:\_\_\_\_ p.m.

#### Return to Open Session:

A motion is requested to adjourn the executive session and reconvene the regular meeting.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_. Time adjourned: \_\_\_\_:\_\_\_\_ p.m.

#### Motion for Adjournment:

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

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_. Time adjourned: \_\_\_\_:\_\_\_\_ p.m.

\* Items added after preliminary agenda was sent to Board of Education

GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**Annual Organizational Meeting**  
Unapproved Minutes  
July 1, 2014 – 8:00 a.m.  
General Brown Room - Jr.-Sr. High School

**Annual Organizational Meeting**

The meeting was called to order at 8:00 a.m. by Superintendent Morrison followed by the Pledge of Allegiance.

**Members Present:** Jeffrey West; Daniel Dupee II; 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

1. **The Oath of Faithful Performance in Office** was administered by the District Clerk to elected members of the Board of Education for the 2014-2015 school year. (Mr. Michael Ward was sworn in on June 24, 2014 in the office of the Superintendent of Schools.)
2. **Election of Officers for the 2014-2015 school year:**
  - President of the Board of Education:  
Nomination of **Jeffrey West** by Cathy Pitkin for President of the Board of Education. There were no other nominations for President. The motion to approve **Jeffrey West** as President of the Board of Education was seconded by Sandra Young Klindt. Motion approved 5-0 with Mr. West abstaining.
  - Vice-President of the Board of Education:  
Nomination of **Daniel Dupee II** by Jeffrey West for Vice President of the Board of Education with the authority to sign documents in the absence of the President. There were no other nominations for Vice President. The motion to approve **Daniel Dupee II** as Vice President was seconded by Sandra Young Klindt. The motion was approved 5-0 with Mr. Dupee abstaining.
3. **The Oath of Faithful Performance in Office** was administered by the District Clerk to the President and Vice President. The President and Vice President resumed the meeting.
4. **Appointment of Officers as listed:**  
Motion for approval by Brien Spooner, seconded by Jamie Lee, with motion approved 6-0.

	TITLE	INCUMBENT	PRESENT SALARY	RECOMMENDED
A.	Treasurer Deputy Treasurer	Lisa Smith Rebecca Flath	Per agreement None	Lisa Smith Rebecca Flath
B.	District Clerk	Debra Bennett	Per agreement	Debra Bennett
C.	Internal Claims Auditor	Alvin Hasner	Per agreement	Alvin Hasner
D.	Tax Collector	Donna Keefer	Per agreement	Donna Keefer

5. **The Oath of Faithful Performance in Office** will be administered by the District Clerk to all appointed officers.

6. **Other Appointments as listed:**

Motion for approval by Cathy Pitkin, seconded by Sandra Klindt, with motion approved 6-0.

	TITLE	INCUMBENT	PRESENT SALARY	RECOMMENDED
A.	Census Taker	None required		
B.	Medical Director	Occupational Medicine		Occupational Medicine
C.	Attendance Officer			
D.	School Attorney Bond Attorney Special Counsel Title IX Hearing Officer	JLBOCES Ofc of Inter-Municipal Legal Svcs Bond, Schoenick & King O'Hara & Ciotoli Ferrara... & Reitz, P.C.	Per agreement	JLBOCES Office of Inter-Municipal Legal Services Bond, Schoenick & King O'Hara & Ciotoli JLBOCES if needed
E.	Extra-Classroom Activity Fund Central Treasurer Chief Faculty Counselor Faculty Auditor	Shellie Miner David Ramie	None None	Shellie Miner Joseph O'Donnell
F.	Independent Auditor	Poulsen & Podvin		Bowers & Co. CPA PLLC
G.	Internal Auditor	Crowley & Halloran		Crowley & Halloran
H.	Fiscal Advisor	Fiscal Advisors &		Fiscal Advisors &

Organizational Meeting Minutes – July 1, 2014

		Marketing, Inc.		Marketing, Inc.
I.	Chairman District meetings & elections Board of Education meetings	Lisa Smith President, Board of Education	None None	Lisa Smith President, Board of Education
J.	Records Access and Retention	Lisa Smith Debra Bennett	None None	Lisa Smith Debra Bennett
K.	Capital Assets Preservation Officer	Lisa Smith	None	Lisa Smith
L.	Asbestos Designee	Gary Grimm	None	Gary Grimm
M.	Purchasing Agent	Cammy Morrison	None	Cammy Morrison

**7. Authorizations as listed:**

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

A.	Payroll Certification Conferences Workshops Conventions Budget Transfers Adult Education Director District Director of Physical Education District Property Control Officer	Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison
B.	Title IX Coordinator	
	District Sexual Hararassment Officers	D. Ramie / L. Smith
	District Complaint Officer	David Ramie
	Dignity Act Building Coordinators: ▪ Brownville-Glen Park Elementary ▪ Dexter Elementary ▪ Jr.-Sr. High School	Hope Ann LoPresti David Ramie T. Heckman / J.O'Donnell
	District Technology Coordinator	
	Gifted / Talented Coordinator	
	Odyssey of the Mind Coordinator	
	District Pre-K Coordinator	David Ramie
	District Arts in Education Coordinator	
	Drug and Alcohol Coordinator	
	District PDP Coordinator	
	District Professional Development Committee Coordinator	
	District Biennial Review Coordinator	
	Standardized Testing Coordinator	Tina Heckman
	Staff Development Coordinator	
	Instructional Material Replacement: ▪ Elementary ▪ Jr.-Sr. High School	Tina Heckman
	Reading Coordinator	
	Mentor Program Coordinator	
	Chairperson Committee on Special Education	Kathaleen Beattie
	Section 504 Coordinator	Kathaleen Beattie
	Section 504 District Coordinator	Lisa Smith
	Preschool Education	Lisa Smith
	School Security/Safety Officer	
	Coordinator Compensatory Programs	Lisa Smith
	Migrant Education	Lisa Smith
	Assistant Adult Education Director	Lisa Smith
	Designated Educational Official (DEO)	
	AIS Coordinator	
	Character Education	
C.	District Health Coordinator	
D.	Athletic Director	Joseph O'Donnell
E.	Petty Cash Funds: ▪ Mrs. Heckman (Jr.-Sr. High School) ▪ Mrs. LoPresti (Brownville Glen Park Elementary)	\$100 \$100

Organizational Meeting Minutes – July 1, 2014

	<ul style="list-style-type: none"> <li>▪ Mr. Ramie (Dexter Elementary)</li> <li>▪ Mrs. Morrison (District Office)</li> <li>▪ Mr. Flath (Bus Garage)</li> <li>▪ Mr. Grimm (Buildings &amp; Grounds)</li> </ul>	<p>\$100 \$100 \$ 50 \$ 50</p>
F.	Designation of signature on checks	Lisa Smith
G.	Tax Collection Dates: Section 924-a of the Real Property Tax Law (RPTL) enacted a “Variable Interest Rate Law”. The Commissioner of Taxation and Finance will establish a rate by July 15, 2014. (Usually set at 1% per month or 12% per annum)	To be determined
H.	<p>Committee on Special Education-General Brown Central School District CSE Committee:</p> <ul style="list-style-type: none"> <li>▪ Committee on Special Education Alternative Chairperson</li> <li>▪ Student’s Parent/Guardian(s)</li> <li>▪ Regular Edu.Teachers employed by GBCSD/School in which child attends</li> <li>▪ Special Edu.Teachers employed by GBCSD/BOCES/School in which child attends</li> <li>▪ School Psychologist</li> <li>▪ GBCSD Representative/Chairperson</li> <li>▪ School Physician</li> <li>▪ Parent Member(s)</li> <li>▪ Related Service Personnel (those servicing the student if not employed by GBCSD): Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/ Audiologist/School Counselors/Student</li> </ul>	<p>Katie Ledbury</p> <p>Katie Ledbury Kathaleen Beattie Occupational Medicine TBD</p>
I.	<p>General Brown CSD CPSE Committee:</p> <ul style="list-style-type: none"> <li>▪ Student’s Parent/Guardian(s)</li> <li>▪ Regular Education Teacher of the child</li> <li>▪ Special Education Teacher of the child</li> <li>▪ GBCSD Representative/Chairperson</li> <li>▪ School Physician</li> <li>▪ Parent member(s)</li> <li>▪ Related Service Personnel: Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/Audiologist/Counselors/Social Worker</li> <li>▪ Municipality Representative (County)</li> <li>▪ Agency Representative</li> </ul>	<p>Kathaleen Beattie Occupational Medicine TBD</p>
J.	<p>General Brown CSD CSE Sub-Committee:</p> <ul style="list-style-type: none"> <li>▪ Student’s Parent/Guardian(s)</li> <li>▪ Regular Edu.Teachers employed by GBCSD/School in which child attends</li> <li>▪ Special Edu.Teachers employed by GBCSD/BOCES/School in which child attends</li> <li>▪ School Psychologist</li> <li>▪ GBCSD Representative/Chairperson</li> <li>▪ Related Service Personnel (those servicing the student if not employed by GBCSD): Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/ Audiologist/School Counselors/Student</li> </ul>	<p>Katie Ledbury Kathaleen Beattie</p>
K.	District Health/Safety Committee	TBD
L.	All scholarships to be approved as written	

**8. Designations as listed:**

Motion for approval by Jamie Lee, seconded by Cathy Pitkin, with motion approved 6-0.

A.	Official bank depositories for school accounts	Community Bank, NA Key Bank of NY Chase Bank
B.	Official newspaper for legal notices	Watertown Daily Times
C.	Regular meeting dates Regular meeting time unless otherwise noted Regular meeting place unless otherwise noted	Schedule attached 5:15 p.m. GB Room of JSHS

**9. Bonding of Personnel as listed:**

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

A.	Treasurer Deputy Treasurer Tax Collector Central Treasurer Activity Funds Internal Claims Auditor	\$1.1M \$1.1M \$1.1M \$110,000 \$200,000
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All persons and positions required by law and which are covered under the Faithful Performance Blanket Bond for Central Treasurer Activity Funds and Internal Claims Auditor

**10. Other Items as listed:**

Motion for approval by Daniel Dupee, seconded by Cathy Pitkin, with motion approved 6-0.

A.	Re-adoption of all policies, handbooks, operation manuals and code of ethics in effect during the previous years
B.	Re-adoption of the Strategic Action Plan for the 2014-2015 school year
C.	Approval of Mileage Reimbursement Rate at the official IRS rate in effect on this day
D.	Approval of the 2014-2015 listing of Substitute Teachers and Non-Instructional Substitutes as attached
E.	<p><b>BE IT RESOLVED</b> that the General Brown Central School District Board of Education establishes the following as a standard workday for the purpose of determining days worked reportable to the NYS ERS:</p> <ul style="list-style-type: none"> <li>▪ Cleaners, Driver Service, Head Custodians, Mechanic Helper, and Senior Mechanic - 7 hours per day</li> <li>▪ Account Clerks and Typists - 7.5 hours per day</li> <li>▪ Cook, Nurses, Occupational Therapist, Secretaries and Teacher Aides - 7 hours per day</li> <li>▪ Bus Drivers, Cashiers, Food Service Helpers, and Food Service Helper/Laborer - 6 hours per day</li> </ul> <p>This resolution shall continue in full force and effect until otherwise modified by further action of the Board of Education.</p>
F.	<p><b>BE IT RESOLVED</b> that the General Brown Central School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2014-2015 school year.</p>
G.	Annual Review of vendors as provided

At this time the Board proceeded with the Regular Meeting agenda. Time: 8:07 a.m.

**GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
MEETING SCHEDULE  
2014-2015**

(As approved by the Board of Education - April 10, 2014)

Board of Education meetings will be held in the **General Brown Room** of the JSHS unless otherwise stated.  
**Meeting time 5:15 p.m.** unless otherwise stated.  
 All executive sessions will be held in the Conference Room of the District Office.

July 1	Annual Organizational Meeting followed by Regular Meeting - Meeting Time 8 AM
Thursday - August 7	Regular Meeting
September 8	Regular Meeting
October 6	Regular Meeting
November 3	Regular Meeting
December 8	Regular Meeting
January 12	Regular Meeting
February 9	Regular Meeting
March 9	Regular Meeting
March 23	Regular Meeting
April 13	Regular Meeting
May 11	Annual Meeting/Budget Hearing (auditorium) followed by Regular Meeting
Tuesday - May 19	Budget Vote / Election - New Gymnasium JSHS - Noon to 9 PM
June 8	Regular Meeting

Special Meetings Dates (if scheduled)	Purpose of Meeting



Approved / Board of Education - April 10, 2014

Unapproved

**Instructional:**

**Substitute Teachers 2014-2015**

Raymond Anderson  
Jennifer Bailey  
Catherine Behling  
Joan Carlo  
Christina Corey  
Christine Cosentino  
Marjorie Cuddeback  
Patrick Curry  
Lindsey Davis  
Barry Eyestone  
Briana Felice  
Cynthia Lamon  
Sarah Majo  
Sarah Morgan  
Paul Nicol  
Jaime Ocean  
Maria Schueler  
Trishia Seymour  
Chad Sidmore  
Tanya Stean  
Meagan Sykes  
Joseph Vaadi  
Andrew Walldroff  
Nicole Wetzel

**Substitute Teacher Assistant 2014-2015**

Andrea Brand

**Non-Instructional:**

**Substitute Teacher Aide 2014-2015**

Jennifer Bailey  
Lori Elmer  
Carol Grant  
Cynthia Lamon  
Stacy Latham  
Debora Manos  
Debra Matusiak

**Substitute Food Service 2014-2015**

Wanda Anderson  
Judith Gillespie  
Tabatha Lutz  
Lori Macaulay

**Substitute Bus Drivers 2014-2015**

Seaborn Hall  
Willis McIntosh  
Darlene Mitchell  
Bruce Ostrander

**Substitute Nurses 2014-2015**

Barry Eyestone  
Debora Manos

**Substitute Cleaners 2014-2015**

William Furchak  
Francis Parker, Jr.

GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**Regular Meeting**  
Unapproved 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

**DRAFT**

**General Brown Central School District  
Board of Education Goals  
2014-2015**



**Board of Education**

**Goal 1:**

**Academic Achievement—**

*Provide challenging and relevant programs for all students in order to maximize individual learning opportunities, academic growth and personal development.*

**Goal 2:**

**Effective Communication and Collaboration—**

*Build a culture of collaboration and transparent communication within the school community, creating opportunities for input and feedback from all district stakeholders. Use available resources, including utilizing the District website, to communicate with the school community in order to promote open dialogue, participation in problem solving, and awareness of our progress towards academic and district goals.*

**Goal 3:**

**Effective Use of Resources—**

*Align financial and personnel resources in order to maximize educational achievement and fiscal stability within the General Brown School District.*

**Goal 4:**

**Safe and Secure Environment—**

*Provide a safe, secure, and positive atmosphere conducive to teaching and learning.*

**Goal 5:**

**Highly Qualified Personnel—**

*Promote and maintain a philosophy of high expectations and professional accountability for all district employees.*

MOTION CONCERNING TAX WARRANT  
(Collector Appointed to Serve on a Salary Basis)  
Tax Collection Procedures

Board of Education Meeting  
August 7, 2014

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

**WHEREAS:**

Chapter 73 of the Laws of 1977, amended Section 1318, subdivision 1 of the Real Property Tax Law and

**WHEREAS:**

The entire fund balance at the close of the last fiscal year must be applied in determining the amount of school tax levy except for an amount not to exceed 4% of the current school year budget; and

**WHEREAS:**

This latter amount may be held as surplus funds during the current school year; now therefore

**BE IT RESOLVED:**

That the Board of Education retain as surplus funds, \$ 895,000.00 from the total fund balance to be applied to the reduction of tax levy.

**BE IT ADDITIONALLY RESOLVED AS FOLLOWS:**

To the collector of General Brown Central School District of Brownville and Dexter, Towns of Brownville, Pamelaia, Hounsfield, Watertown, and Lyme, City of Watertown, County of Jefferson, State of New York

You are hereby commanded:

1. To give notice and start collection on September 2, 2014.  
(In accordance with the provision of Section 1322 of the Real Property Tax Law)
2. To give notice that tax collection will end November 4, 2014.
3. To collect taxes in the total sum of \$ 7,230,881.00 = (\$ 7,197,381.00 District Levy plus \$33,500.00 Library Levy) in the same manner that collectors are authorized to collect town and county taxes in accordance with provisions of Section 1318 of the Real Property Tax Law.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education. The board may recall its warrant and tax rolls for correction of errors of omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection of statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Sections 540 and 544 of the Real Property Tax Law.



6. To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to add three percent interest penalties to all taxes collected during any part of the third month of the tax collection period and to account for such sums as income due to the school district.
7. To issue receipts only on forms provided by the school district in acknowledgement of receipt of payments of taxes and to retain, preserve and file exact carbon copies of all such receipts issued as required by Section 987 of the Real Property Tax Law.
8. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town and assessed valuation, tax rate, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.
9. Installment payments will be collected by the school tax collector for the first payment only. The remaining payments will be collected by the Treasurer of Jefferson County for the current tax warrant.

The warrant is issued pursuant to Sections 910, 912, and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the Board of Education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision of the Real Property Tax Law.

**Signatures – Board of Education:**

**Vote**

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Signed in the affirmative by all BOE members present:

This warrant is for use by trustees of common school districts and boards of education in union free, central and village superintendencies. (The word trustee as used throughout the explanation below refers to trustee, trustees or board of education alike.)

**BUDGET**

**GENERAL DIRECTIONS TO TRUSTEE (S)  
AND BOARDS OF EDUCATION**

1. Prepare or cause to be prepared the tax list, extend or cause to be extended the taxes to be collected, and total or cause to be totaled the amounts of the tax levy by towns. The Town Board of Assessors is required to furnish a duplicate copy of the appropriate portion of the town assessment roll on or before August 1. (Real Property Tax Law Section 1302 (2) but such lists must be checked for completeness and accuracy even though this requires going back to the town assessment roll and/or the previous year's school tax list, as school authorities are not relieved from full responsibility for ascertaining whether real property is within the school district boundaries.  
If any improvements on land destroyed or exemptions added between June 1st. (May 1st., effective January 1, 1964) and date of confirmation of roll see Real Property Tax Law Section 1302 (3).
2. Attach to the tax list the tax warrant signed by the sole trustee or by at least a majority of the trustees or board of education to direct and establish authority of the collector (Real Property Tax Law Section 1318 (1)).
3. Fill in "Estimated Receipts" and "Estimated Expenditures" from the "Annual School Budget Form" presented and approved at the annual school meeting (Real Property Tax Law Section 1306 (1)).
4. Fill out the tax report to district superintendent, Form 3, in the trustee's Order-Check Book and forward this report to the district superintendent at the time this warrant is placed in the hands of the collector. Union free, central and village districts have a separate Form for Report of Tax Levy.
5. The trustee (s) or board of education may not legally turn the warrant and tax list over to the collector until said collector is duly bonded. The purchase of a fidelity bond by the trustee (s) is a proper charge against the school district. The trustee (s) shall indorse his (their) approval on the bond and forward it to the district superintendent, who will indorse his approval and either the superintendent or trustee (s) shall file the same in the office of the county clerk of the county in which the collector resides (Education Law, sections 2124 and 2130-5).
6. On or before September 1st, but not before thirty-one days after tax is voted, place the tax list in the hands of the collector (Real Property Tax Law Section 1306 (1), 1318 (2)).
7. No corrections or additions may be made to the school tax roll or refunds of taxes made by the trustee (s) or board of education without the approval in writing of the district superintendent in all cases of districts within the jurisdiction of a district superintendent and without the written approval of the commissioner of education in many cases. See (Real Property Tax Law Section 1316).
8. The regular tax warrant authorizing the collection to start on or before September 1st should be issued to expire before November 15th, so that the return tax claim may be filed by November 15th. The trustee, as an emergency measure, may grant the collector a renewal of a special school tax warrant but not beyond the time it must be returned to the County Treasurer by dating and signing his indorsement on the face of the warrant, (Real Property Tax Law Section 1318 (3), 1330 (2)).
9. The trustee shall require the collector to return the warrant immediately after its expiration. At the same time the collector shall make a full and complete statement of the taxes remaining unpaid on forms provided by the county treasurer. Said statement shall include amount of interest on unpaid taxes if collector received compensation in lieu of fees (Real Property Tax Law Section 1330 (1)). On or before the 15th day of November the trustee (s) shall file with the county treasurer and return tax claim bearing certificate of the trustee(s) and the collector's affidavit. Said certificate should state that the statement has been compared with original tax roll and is correct (Real Property Tax Law Section 1330(2)).
10. Within 15 days after this tax list and warrant is returned to the trustee (s) by the collector, it must be filed with the district superintendent (Real Property Tax Law Section 1330 (3)), who in turn must file it with the town clerk of the town in which the principal school building of the district is located, on or before July 1st of each year. In superintendencies it shall be filed directly with the town clerk by the board of education.
11. For equalization in school districts located in more than one town or city, see (Real Property Tax Law Section 1314).
12. For districts allowing installment payments, see (Real Property Tax Law Section 1340).

**WARRANT ISSUED BY UNION FREE AND  
CENTRAL SCHOOL DISTRICTS**

1. The board of education should, by resolution duly adopted, authorize its warrant to be attached to the tax list. This resolution fixing the amount of the total levy confirms the extension of the roll and fixes the exact date of validity of the tax lien upon the real property.
2. Tax warrants should be issued for a specific period, as determined by the board of education, this period to be not less than one month nor to extend later than the date on which return of taxes must be made. For example, the warrant could be issued for the period September 1 through November 10, thus allowing five days for preparing and filing the returned tax certificate by November 15.
3. The board of education should instruct the collector to make a report in writing at the expiration of the warrant, listing by towns the total assessed valuation, the tax rate, the total tax levy, the total amounts collected and the total amounts remaining uncollected, together with interest.
4. On receipt of the collector's account of unpaid taxes, the board of education, on comparing the collector's return of unpaid taxes with the original tax list and determining that it be correct, shall so certify and immediately transmit the account, affidavit and certificate to the treasurer of the county so that the same shall be received by him not later than the 15th day of November following the levy of the tax (Real Property Tax Law Section 1330 (2)).

**APPOINTMENT OF COLLECTOR BY BOARD OF EDUCATION**

1. The resolution of appointment should place this officer either on a fee basis as provided by Real Property Tax Law Section 1328, or on a salary as provided by Section 2130 of the Education Law.
2. In a school district in which the collector receives a fixed compensation in lieu of fees the delinquent tax penalties are fixed by law as follows:  
*All of the taxes remaining unpaid after the expiration of the one month period bear interest at the rate of 1 per cent per month, until the return of the collector's warrant. The account of unpaid taxes filed with the county treasurer should include the amount of the taxes remaining unpaid, plus the amount of such interest on such unpaid taxes as computed as of the date of the return of the collector's warrant. All such interest collected by the district tax collector or paid by the county treasurer shall belong to the school district.*
3. In a school district in which the collector is on a fee basis, the collector may retain only such fees as are actually collected by the collector. No collector's fees based on delinquent taxes reported as unpaid may be added to the return tax claim.

**DIRECTIONS TO COLLECTOR**

1. Read warrant and ascertain that it is properly signed and dated by sole trustee or a majority of trustees or board of education.
2. Return this warrant and original tax list to the trustee (s) or board of education at date of expiration.
3. Obtain from the county treasurer's office the necessary blank forms on which to make your complete account of all taxes remaining unpaid at the time of the expiration of the warrant.
4. Return to the trustee (s) or board of education your complete account of unpaid taxes, certifying by your signed affidavit that "after diligent efforts you are unable to collect," witnessed by any notary public, justice of the peace, or any other officer authorized to administer oaths. The trustee (s) or board of education, on comparing your return of unpaid taxes with the original tax list and determining that it be correct, shall so certify and immediately transmit the account, affidavit and certificate to the treasurer of the county so that the same shall be received by him not later than the 15th day of November following the levy of the tax.
5. Complete and file the collector's tax report showing by towns the totaled assessed valuation, the tax rate, the total tax levy, the total amount collected and the total amounts remaining uncollected.

**Estimated Receipts:**

Surplus estimated to be available for appropriations	\$ _____
State Aid	_____
Federal Aid	_____
Tax on Property	_____
Tuition	_____
Other Sources	_____
Total Revenues (Estimated)	\$ _____

**Estimated Expenditures:**

Board of Education	\$ _____
Central Administration	_____
Instruction - Regular Day School	_____
Instruction - Special Schools	_____
Community Services	_____
Transportation	_____
Operation & Maint. of Plant	_____
Undistributed Expenses	_____
Debt Service	_____
Inter-fund Transfers	_____
Total Estimated General Fund Expenditures	\$ _____

**Other Purposes For Which Taxes are Levied**

Specify \_\_\_\_\_ \$ \_\_\_\_\_

Balance-End of Budget Year (use only for a Planned Balance) \_\_\_\_\_

Total Estimated Expenditures and Planned Balance \$ \_\_\_\_\_

**TAX WARRANT**

SEE ATTACHED SPREADSHEET:

To the collector of school district No. General. Brown. Central. School towns of Brownville, Lyme, Hounsfield, Pamela, Watertown City of Watertown in the counties of . . . . . Jefferson . . . . . State of New York

You are hereby commanded: District Levy 7,197,381, plus Library Levy 33,500. = Total Levy 7,230,881.

1. To collect taxes in total sum of \$ . . . . . in the same manner that collectors are authorized to collect town and county taxes.

2. To give notices in accordance with Section Real Property Tax Law Section 1322, 1338.
3. To receive from each of the taxable corporations and natural persons on the attached tax roll the sums listed or so much thereof as is voluntarily paid to you within one month from date of this warrant, together with one cent on each dollar thereof, where collector is on fee basis.
4. To collect after the expiration of one month the residue of the sums not paid, together with the fees prescribed in sections Education Law 2130 and Real Property Tax Law Section 1328.
5. To return this warrant within . . . . . days and if any taxes in this list shall be unpaid at that time you shall deliver to us an account thereof.

This warrant is issued by authority of article 13 of the Real Property Tax Law, and has the same force and effect as a warrant and tax list issued by the board of supervisors. It is effective immediately after it is properly signed by the trustee or a majority of trustees.

Given under . . . . . hand this, 7th . . day of August . . . . ., 2014

Signatures of trustee (s)

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NOTE: THE AMOUNT OF TAXES TO BE COLLECTED SHOULD CORRESPOND WITH THE TOTAL ENTERED ON THE SUMMARY ON THE BACK OF THIS FORM.

# GENERAL BROWN CENTRAL SCHOOL DISTRICT

## 2014-2015 TAX RATE COMPUTATION - FINAL

TOWN	ASSESSED VAL (include clergy)	EQUAL RATE	FULL VAL BY TOWN	TOTAL VAL SCHOOL DIST	% TO BE LEVIED	AMOUNTTO BE LEVIED TOTAL	AMT TO BE LEVIED	ASSESS VAL BY TOWN (no clergy)	TAX RATE PER ASSESS	TAX RATE PER \$1,00	\$ INCREASE IN TAX RATE	% INCREASE IN TAX RATE
BROWNVILLE	\$286,332,009.00	0.6500	\$440,510,783.08	\$755,232,017.14	0.5832787	\$7,197,381.00	\$4,198,079.36	\$286,332,009.00	0.01466158	\$14.661579	\$0.654168	5.304936%
PAMELIA	\$131,284,923.00	0.5850	\$224,418,671.79		0.2971520		\$2,138,715.85	\$131,284,923.00	0.01629064	\$16.290643	\$0.858750	6.406866%
HOUNSFIELD	\$28,581,817.00	1.0000	\$28,581,817.00		0.0378451		\$272,385.47	\$28,580,317.00	0.00953053	\$9.530526	\$0.425228	3.034561%
WATERTOWN	\$33,402,200.00	0.6500	\$51,388,000.00		0.0680427		\$489,728.99	\$33,402,200.00	0.01466158	\$14.661579	\$1.272579	9.184715%
LYME	\$6,768,768.00	1.0000	\$6,768,768.00		0.0089625		\$64,506.54	\$6,768,768.00	0.00953003	\$9.530026	\$0.425209	1.827551%
WATER-CITY	\$3,136,300.00	0.8800	\$3,563,977.27		0.0047190		\$33,964.80	\$3,136,300.00	0.01082958	\$10.829575	\$0.483192	3.370493%
Total	\$489,506,017.00		\$755,232,017.14		1.0000000	\$7,197,381.00	\$7,197,381.00	\$489,504,517.00				

## 2014-2015 Library Tax Rate Computation

TOWN	ASSESSED VAL +clergy	EQUAL RATE	FULL VAL BY TOWN	TOTAL VAL SCHOOL DIST	% TO BE LEVIED	AMOUNTTO BE LEVIED TOTAL	AMT TO BE LEVIED	ASSESS VAL BY TOWN(no clergy)	TAX RATE PER ASSESS	TAX RATE PER \$1,00	\$ INCREASE IN TAX RATE	% INCREASE IN TAX RATE
BROWNVILLE	\$286,332,009.00	0.6500	\$440,510,783.08	\$755,232,017.14	0.5832787	\$33,500.00	\$19,539.84	\$286,332,009.00	0.00006824	\$0.068242	\$0.000662	1.608229%
PAMELIA	\$131,284,923.00	0.5850	\$224,418,671.79		0.2971520		\$9,954.59	\$131,284,923.00	0.00007582	\$0.075824	\$0.001068	2.386076%
HOUNSFIELD	\$28,581,817.00	1.0000	\$28,581,817.00		0.0378451		\$1,267.81	\$28,580,317.00	0.00004436	\$0.044360	\$0.002120	4.529779%
WATERTOWN	\$33,402,200.00	0.6500	\$51,388,000.00		0.0680427		\$2,279.43	\$33,402,200.00	0.00006824	\$0.068242	\$0.006128	13.242261%
LYME	\$6,768,768.00	1.0000	\$6,768,768.00		0.0089625		\$300.24	\$6,768,768.00	0.00004436	\$0.044357	(\$0.091892)	-198.560365%
WATER-CITY	\$3,136,300.00	0.8800	\$3,563,977.27		0.0047190		\$158.09	\$3,136,300.00	0.00005041	\$0.050406	\$0.005946	12.847618%
	\$489,506,017.00		\$755,232,017.14		1.0000000	\$33,500.00	\$33,500.00	\$489,504,517.00				

# GENERAL BROWN CENTRAL SCHOOL DISTRICT

## Summary Data

### 2014-2015 Appropriated Revenue Budget

Interest - Real Pr	\$13,000.00
Admissions	\$2,100.00
Payment in Lieu	\$30,000.00
Tuition	\$0.00
Interest - Investm	\$7,000.00
Rental Real Prop	\$4,000.00
Rental - BOCES	\$10,000.00
Rental - Equip	\$5,000.00
Sale - Equip	\$1,000.00
Sale - Trans Equi	\$1,000.00
Sale - Instruct Su	\$100.00
Insurance Recovr	\$100.00
Comp - Other Loc	\$150.00
Refund Prior Yr E	\$150,000.00
Gifts/Donations	\$21,000.00
Other Unclassifie	\$25,000.00
State Aid	\$12,485,046.00
Other State Aid	\$0.00
Other Fed Aid	\$50,000.00
Medicaid Reimb	\$70,000.00
Interfund Transfe	\$50,000.00
Reserves	\$10,000.00
Appop Fund Bal	\$895,000.00
<b>Tax Levy</b>	<b>\$7,197,381.00</b>
<b>TOTAL REVENU</b>	<b>\$21,026,877.00</b>
<b>BUDGET</b>	<b>\$21,026,877.00</b>

### TRUE TAX RATE

#### FOR LAST TEN YEARS

2014-2015	\$9.530026
2013-2014	\$9.104817
2012-2013	\$8.466471
2011-2012	\$8.550193
2010-2011	\$8.339937
2009-2010	\$8.619088
2008-2009	\$9.221156
2007-2008	\$10.875051
2006-2007	\$12.331306
2005-2006	\$13.260758

### TRUE TAX RATE-LIBRARY

#### FOR LAST TEN YEARS

2014-2015	\$0.044357
2013-2014	\$0.045332
2012-2013	\$0.042237
2011-2012	\$0.043290
2010-2011	\$0.043873
2009-2010	\$0.046679
2008-2009	\$0.028183
2007-2008	\$0.034611
2006-2007	\$0.041188
2005-2006	\$0.027524

### Equalization Rates Comparison

	2014-2015	2013-2014	Difference
BROWNVILLE	0.6500	0.6500	0.00
PAMELIA	0.5850	0.5900	-0.01
HOUNSFIELD	1.0000	1.0000	0.00
WATERTOWN	0.6500	0.6800	-0.03
LYME	1.0000	1.0000	0.00
WATER-CITY	0.8800	0.8800	0.00

### Tax levy inc. vs. tax rate inc. (Brownville)

Year	Levy increase	Tax rate inc.
2014-15	6.97%	5.30%
2013-14	5.38%	0.79%
2012-13	2.75%	2.97%
2011-12	1.49%	1.51%
2010-11	3.90%	2.66%
2009-10	2.95%	3.63%
2008-09	2.91%	0.29%

### Tax Rate Increase Summary

Town	2013-2014		
	Rate	Increase/Decre	% Increase
BROWNVILLE	\$14.66	\$0.65	5.30%
PAMELIA	\$16.29	\$0.86	6.41%
HOUNSFIELD	\$9.53	\$0.43	3.03%
WATERTOWN	\$14.66	\$1.27	9.18%
LYME	\$9.53	\$0.43	1.83%
WATER-CITY	\$10.83	\$0.48	3.37%

GENERAL BROWN CENTRAL SCHOOL DISTRICT

RAILROAD CROSSINGS

2014-2015

Listed and described below are the railroad crossings used by our buses, in the area of our school district. These crossings are noted in each bus route involved.

1. The crossing on Bradley Street Road guarded by flashing lights.

Listed and described below are the railroad crossings used by our buses, but not within our school district. These crossings are noted in each bus route involved.

1. The crossing on Burdick Street between Bradley and LeRay Streets.
2. The crossing on Noble Street between Main Street and County Route 46 in Evans Mills.