

GENERAL BROWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
September 8, 2014 - 5:15 p.m.
General Brown Room - Jr./Sr. High School

Regular Meeting

The meeting was called to order at 5:15 p.m. by President West followed by the Pledge of Allegiance.

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

Others Present: Cammy J. Morrison, Superintendent of Schools; Lisa Smith, Executive Director of Administrative Services; Gary Grimm, Transportation Supervisor/Operations Manager; Tina Heckman, High School Principal; Joseph O'Donnell, Jr. High School Principal/Athletic Director; Hope Ann LoPresti; Brownville Glen Park Elementary Principal; David Ramie, Dexter Elementary Principal; Debra Bennett, District Clerk; Cindy Fusco, GBTA President; Members of the staff and community

Executive Session:

A motion is requested to enter executive session for the discussion of a specific legal matter.

Motion for approval by Sandra Young Klindt, seconded by Cathy Pitkin, with motion approved 7-0. Time entered: 5:16 p.m.

Return to Open Session:

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

Motion for approval by Michael Ward, seconded by Cathy Pitkin, with motion approved 7-0. Time adjourned: 6:03 p.m.

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Sandra Klindt, and seconded by Brien Spooner - Motion is approved 7-0.

1. Approval of Minutes:
 - August 7, 2014 - Regular Meeting
 - August 25, 2014 - Special Meeting (Joint Board Meeting)
2. Approval of Buildings and Grounds requests:
 - None at this time
3. Conferences and Workshops:
 - Joseph O'Donnell - New AD Meeting - Section III Conference Center, Syracuse - September 9, 2014
 - Ann Duffany - E.T. Training - JL BOCES - September 16-18, 2014 and October 15-16, 2014
 - James Nevers - Meal Pattern & Financial Management - Watertown High School - September 17, 2014
 - Cammy Morrison - JLSBA Workshop "School-wide Measures to Simplify APPR" - JL BOCES - September 18, 2014
 - Lisa Smith - JLSBA Workshop "School-wide Measures to Simplify APPR" - JL BOCES - September 18, 2014
 - Cammy Morrison - EXCEL Basics Workshop - Hilton Garden Inn - November 19, 2014
 - Debra Bennett - EXCEL Basics Workshop - Hilton Garden Inn - November 19, 2014
 - Cammy Morrison - Superintendents Conference - Minnowbrook Conference Center, Blue Mtn. Lake - Oct. 30-31, 2104
4. Financial Reports:
 - None at this time

REGULAR AGENDA

Other Discussion and Action

1. Public Comments - No requests submitted
2. Ongoing Agenda Items:
 - Academic Update:
 - ❖ Math and ELA (building/district) Data: Mrs. Heckman; Mr. O'Donnell; Mrs. LoPresti; Mr. Ramie; Ms. Valentine and Mrs. Heller
 - Policy Review:
 - ❖ None at this time
3. Board Information - The October 6, 2014 Board of Education meeting will be held at the Brownville Glen Park Building. A tour of the facility will begin at 5:15 p.m. with the public welcome to attend. The meeting will begin following the tour.
4. Board Information - Jefferson-Lewis School Boards Association Dessert Workshop/Executive Committee Meeting: "School-wide Measures to Simplify the APPR" - JLBOCES - September 18, 2014

5. Board Discussion - Bus Scheduling and Routing
6. Board Discussion - School Trips
7. Board Action - **BE IT RESOLVED** that the General Brown Central School District Board of Education takes action to increase the following position for the 2014-2015 school year:
 - 1.0 FTE Physics (from .5 FTE)Motion for approval by Sandra Klindt, seconded by Brien Spooner, with motion approved 7-0.
8. Board Action - Acceptance with appreciation of donation of 142 dictionaries for all 3rd Grade students, classroom teachers and libraries from the New York State Elks Association Lodge #496 of Watertown to be presented to students during the month of September.
Motion for approval by Sandra Klindt, seconded by Jamie Lee, with motion approved 7-0.
9. Board Action - Acceptance of \$10,174.24 donation from the General Brown Booster Club, to be used for the Junior Varsity Girls and Boys Soccer programs
Motion for approval by Daniel Dupee, seconded by Sandra Klindt, with motion approved 7-0.
10. Board Action - Approval of revised District Calendar - changing the Tuesday, October 14, 2014 Superintendent Conference Day to Friday, October 10, 2014
Motion for approval by Jamie Lee, seconded by Brien Spooner, with motion approved 7-0.
11. Board Action - Approval of *Substitute Instructional and Non-Instructional Personnel-Item #10E*, as continued from the Organizational Meeting held July 1, 2014:
 - Substitute Teachers: Elizabeth Dvorak / Darren Hilts / Suzanne Malone / Jill VanOcker
 - Substitute Aide: Holly Hoffert
 - Substitute Bus Driver: Harold Rounds
 - Substitute Nurse: Debra SheridanMotion for approval by Sandra Klindt, seconded by Michael Ward, with motion approved 7-0.
12. Board Action - Adoption of the following **Resolution for Lead Evaluator of Teachers: WHEREAS**, the Board of Education has been provided evidence that **Kathaleen Beattie** has completed training which meets the requirements of 8 NYCRR 30-2.9 and the General Brown Central School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of Teachers, therefore: **BE IT RESOLVED**, that, upon recommendation of the Superintendent of Schools, the following be certified as a Lead Evaluator of Teachers:
 - Kathaleen BeattieMotion for approval by Daniel Dupee, seconded by Brien Spooner, with motion approved 7-0.
13. Board Action - Approval of Annual Office of Student Services Report and Committee on Special Education Reports
Motion for approval by Michael Ward, seconded by Sandra Klindt, with motion approved 7-0.

ADMINISTRATIVE REPORTS - For information only

14. Operations Report - Annual
15. Building Principal Reports - Annual
16. Curriculum Coordinator Report - Annual
17. School Business Official Report
18. Superintendent Report

CORRESPONDENCE AND COMMUNICATIONS - For information only

19. Correspondence Log

ITEMS FOR NEXT MEETING Monday, October 6, 2014 - 5:15 p.m. - Brownville Glen Park Elementary

20. Policy 5720 Bus Scheduling and Routing / School Trips / Energy Performance Review / Independent Auditor Report

RECOMMENDATIONS AND ACTION

1. Board Action - **BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools, pursuant to Article VII, Section 7.4, the Board hereby approves a one (1) year leave of absence from July 1, 2014 to June 30, 2015, for **Kylee Monroe** for purposes of professional development and associated duties with the Jefferson-Lewis BOCES, with the recognition that Mrs. Monroe will be reinstated to her employment with the District upon the termination of said leave of absence.
Motion for approval by Michael Ward, seconded by Jamie Lee, with motion approved 7-0.

2. Board Action - **BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools, the Board of Education approves the request that **Erin Heller be placed as a Teacher on Special Assignment**, serving as .5 FTE Curriculum Coordinator and .5 FTE Data Analyst for the 2014-2015 school year.
Motion for approval by Brien Spooner, seconded by Sandra Klindt, with motion approved 7-0.
3. 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 Sandra Klindt, and seconded by Michael Ward.
Motion is approved 7-0.

(A) Retirements: none

(B) Resignations:

Wanda Anderson - Cashier, effective August 13, 2014
Emily Patterson - Teacher Assistant, effective August 20, 2014
Tammy Thorington - 4-Hour Food Service Helper, effective August 21, 2014
Regina Thomas - 4-Hour Food Service Helper, effective August 31, 2014
Debra Matusiak - 4-Hour General Aide, effective September 1, 2014
Janelle DeCicco - Library Media Specialist, effective September 30, 2014

(C) Appointments:

Richard Desormeau - Substitute Bus Driver, \$14.06 per hour, effective August 27, 2014
Lindsey Davis - .5 FTE Music Teacher, Step 1 Bachelors \$41,426 annual salary prorated to .5 (\$20,713), effective September 1, 2014
Debra Matusiak - 7-Hour General Aide, Step 1 \$11,828 annual salary, effective September 1, 2014
Emily LaClair - 4-Hour General Aide, Step 1 \$6,754 annual salary, effective September 1, 2014
Melissa Schillinger - Substitute Food Service Helper, \$8.70 per hour, effective September 1, 2014
Regina Thomas - 3-Hour Cashier, Step 2 \$4,917 annual salary, effective September 1, 2014
Gregory Burns - Teacher Assistant, Step 1 w/ Teacher Certification \$15,928 annual salary, 3-year tenure track appointment effective September 1, 2014
Erin R. Smith - Physics Teacher - Step 2 Masters \$45,182, 3-year tenure track appointment effective September 1, 2014
Roxanne M. Young - 4-Hour Food Service Helper - Step 1 \$6256 annual salary, effective September 3, 2014
Chad C. Sidmore - Teacher Assistant, Step 1 w/ Teacher Certification \$15,928 annual salary, one year appointment for the 2014-15 school year, effective September 5, 2014
Tammy Thorington - Substitute Food Service Helper, \$8.70 per hour, effective September 9, 2014

Appointment of FALL / UNPAID Coaches:

Christopher Beebe - Football Assistant ***
(Charles) Aaron Brown - Football Assistant ***
Patrick Amell - Football Assistant ***
Travis Angus - Football Assistant ***

Coaches have the following (as mandated by NYSED):

***Possess Temporary Coaching License / Child Abuse, School Violence and First Aid-CPR and Concussion / Fingerprint Clearance

4. 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:

- **Lindsey Davis** - Teacher
- **Emily LaClair** - General Aide
- **Melissa Schillinger** - Substitute Food Service Helper
- **Gregory Burns** - Teacher Assistant
- **Erin R. Smith** - Teacher
- **Roxanne M. Young** - Food Service Helper
- **Chad Sidmore** - Teacher Assistant
- **Christopher Beebe** - Coach
- **(Charles) Aaron Brown** - Coach
- **Patrick Amell** - Coach
- **Travis Angus** - Coach

Motion for approval by Jamie Lee, seconded by Cathy Pitkin, with motion approved 7-0.

5. Mrs. Morrison presented a *NYSSBA School Board U Board Achievement Award* certificate to Sandra Young Klindt for her participation in NYSSBA's leadership development training.

Executive Session:

A motion is requested to enter executive session for the discussion of the employment history of two (2) particular individuals.

Motion for approval by Brien Spooner, seconded by Cathy Pitkin, with motion approved 7-0. Time entered: 6:56 p.m.

Return to Open Session:

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

Motion for approval by Sandra Klindt, seconded by Brien Spooner, with motion approved 7-0. Time adjourned: 7:10 p.m.

1. Board Action: **BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools to uphold the District's denial of a contractual grievance brought by Sheri L. Travers, and to provide her with written notice of same.
Motion for approval by Brien Spooner, seconded by Daniel Dupee, with motion approved 7-0.
2. Board Action: **BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools, the Board hereby approves a stipend in the amount of \$250 per week to be paid to the Executive Director of Administrative Services, Lisa Smith, for her assumption of additional district-wide responsibilities for the duration of the Superintendent's joint appointment as Interim Superintendent in the Lyme Central School District.
Motion for approval by Cathy Pitkin, seconded by Daniel Dupee, with motion approved 7-0.
3. Board Action: **BE IT RESOLVED** that upon due consideration, the Board of Education hereby approves for the business office to buy back from Cammy J. Morrison-Superintendent of Schools and Lisa Smith-Executive Director of Administrative Services, who are not members of a bargaining unit, up to five (5) days of unpaid vacation time as of June 30th each year, at a per diem rate of 1/260th of such respective employees' salary.
Motion for approval by Brien Spooner, seconded by Jamie Lee, with motion approved 7-0.

Motion for Adjournment:

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

Motion for approval by Cathy Pitkin, seconded by Brien Spooner, with motion approved 7-0. Time adjourned: 7:12 p.m.

Enclosures: Approved Board of Education GOALS for 2014-2015
 Jeff-Lewis School Boards Association - Events Listing for 2014-2015

Respectfully submitted:

Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated September 8, 2014