

GENERAL BROWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Preliminary Agenda
January 11, 2016
General Brown Room - Jr.-Sr. High School

5:15 p.m. Call to Order - Pledge of Allegiance
REGULAR MEETING

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 as listed:
 - December 7, 2015 - Regular Meeting
2. Approval of Buildings and Grounds requests as listed:
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3. Conferences and Workshops as listed:
 - Jennifer Augliano - School Counselor Meeting - JLBOCES - December 16, 2015
 - Bridget G. Grimm - School Counselor Meeting - JLBOCES - December 16, 2015
 - Renee Powlin - New Data Base System Training - JLBOCES - January 5, 2016
 - Carrie LaSage - New Database System Training - JLBOCES - January 5, 2016
 - Fran Seymour - Music Roundtable - JLBOCES - January 8, 2016
 - James P. Nevers - NYSNA Regional Seminar - Liverpool - January 13, 2016
 - Joseph O'Donnell - Frontier League Full League Meeting - JLBOCES - January 13, 2016
 - Marli Eyestone - Strategies for Exceptional Customer Service - Webinar - January 15, 2016
 - Lisa K. Smith - JLSBA Mid-Winter Dinner Meeting: Watertown Child & Adolescent Wellness Center - Watertown Elks Lodge #496 - January 13, 2016 (snow date January 27, 2016)
 - Cammy J. Morrison - JLSBA Mid-Winter Dinner Meeting: Watertown Child & Adolescent Wellness Center - Watertown Elks Lodge #496 - January 13, 2016 (snow date January 27, 2016)
 - Lisa K. Smith - State Aid & Financial Planning Winter Workshop - JLBOCES - February 23, 2016
 - Helen M. Timerman - Instrument Repair Workshop - JLBOCES - March 8, 2016
 - Babette Valentine - RTI-Practical Strategies for Intervening w/ Students before they fall too far behind in reading - East Syracuse - March 22, 2016
 - Steven M. Flath - Certified Examiner Course - JLBOCES - March 23, 2016
 - Joseph O'Donnell - Section 3 Meeting - Canastota, NY - March 31, 2016
4. Financial Reports as listed for November 2015:
 - Appropriation Report - All Funds
 - Revenue Report - All Funds
 - Treasurer's Cash Reports
 - Claims Auditor Monthly Reports
 - General Fund Warrant "A"
 - Federal Fund Warrant "B"
 - Food Service Warrant "C"
 - Trust & Agency Warrant "T"
 - Extra-Curricular Activity Fund

REGULAR AGENDA

Other Discussion and Action

1. Public Comments -
2. Ongoing Agenda Items:
 - Academic Update:
 - ❖ Modeling Faculty Meeting PD: Ms. Lane / Mrs. LoPresti / Mr. Ramie
 - ❖ Benchmark #2 Data: Ms. Lane / Mrs. LoPresti / Mr. Ramie
 - Policy Review:
 - ❖ 1st Reading: Policy #7511 [draft] -Immunization and Dental Health of Students
3. Board Information - Invitation from Jefferson-Lewis School Board Association Mid-Winter Dinner Meeting - Topic: Watertown Child and Adolescent Wellness Center - Watertown Elks Lodge #496 - January 13, 2016

4. Board Information - "Friendship" payments in lieu of taxes received from Frontier Housing Corporation in the amount of \$2500 (Poole Memorial Park) and \$1000 (Smith Hill Apartments)
5. Board Information / Discussion - Date and topic for Jefferson-Lewis BOCES Board of Education delegation visit
6. Board Information / Discussion - 1st Quarter Data
7. Board Discussion - Non-voting student Board of Education member
8. Board Discussion - "Sports and the Athletic Program" policy/procedures
9. Board Action - Approval of **Substitute Instructional and Non-Instructional Personnel-Item #10D**, as continued from the Organizational Meeting held July 1, 2015:
 - Substitute Teacher: **Emily L. Ahlheim**

Motion for approval by _____, seconded by _____, with motion approved ____-____.
10. Board Action - Approval of Committee on Special Education Reports

Motion for approval by _____, seconded by _____, with motion approved ____-____.

ADMINISTRATIVE MONTHLY REPORTS

11. Operations Report
12. Brownville-Glen Park and Dexter Principal Report
13. Jr.-Sr. High School Principal Report
14. Athletic Director / Discipline Report
15. Curriculum Coordinator Report
16. Director of Student Services Report
17. School Business Official Report
18. Superintendent Report

CORRESPONDENCE AND COMMUNICATIONS

19. Correspondence Log

RECOMMENDATIONS AND ACTION

20. Board Action - Personnel Changes as listed:
A motion for approval of the following PERSONNEL CHANGES, with effective hire dates as listed below:
 Motion for approval of RECOMMENDATIONS & ACTION is made by _____, and seconded by _____.
 Motion is approved ___/___.

(A) Retirements:

Name	Position	Effective Retirement Date
Steven Hoff	Industrial Arts Teacher	December 13, 2017

(B) Resignations as listed:

Name	Position	Effective Resignation Date
Regina Thomas	3-Hour Cashier	December 31, 2015
Zachary Meier	.5 Physical Education Teacher	January 3, 2016
Breann Black	4-Hour Food Service Helper	January 11, 2016

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Hire Date
Haleigh A. Flint	Substitute Teacher / Sub Aide	\$65 / day non-cert & \$9.39 / hour	N/A	1/8/2016
Kathy A. Gardner	Substitute Teacher / Sub Aide	\$65 / day non-cert & \$9.39 / hour	N/A	1/8/2016
Anthony M. Pike	Substitute Teacher	\$65 / day non-cert	N/A	1/8/2016
Megan A. Scordo	Substitute Teacher	\$75 / day non-cert	N/A	1/8/2016
Stephanie L. Shorkey	Substitute Aide	\$9.39 / hour	N/A	1/8/2016
Rebecca R. Beaudoin	Substitute Teacher / Sub Aide	\$75 / day non-cert & \$9.39 / hr	N/A	1/8/2016
Peter J. Southcott	Substitute Teacher	\$85 / day certified	N/A	1/8/2016
Heather J. Little	Substitute Teacher / Sub Aide	\$75 / day non-cert & \$9.39 / hr	N/A	1/8/2016
Ashley N. Blanchette	Substitute Teacher / Sub Aide	\$75 / day non-cert & \$9.39 / hr	N/A	1/8/2016

Katherine Ulmen-Smith Breann Black	Substitute Teacher 3-Hour Cashier	\$65 / day non-cert \$4917 annual salary Step 2	N/A N/A	1/8/2016 1/12/2016
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(D) PAID/UNPAID Coaching Appointments as listed:

Name	2015-2016 Sport	Coaching Certification Level	Effective Hire Date

21. Board Action - Upon the recommendation of the Superintendent of Schools – WHEREAS, on behalf of the General Brown Central School District, two sets of the following prospective employees’ fingerprints for employment have been submitted to SED, along with the signed Consent Form, and a request for conditional clearance. The following employees have received FINALCLEARANCE from SED:

- **Haleigh Flint** - Substitute Teacher / Aide
- **Kathy Gardner** - Substitute Teacher / Aide
- **Anthony M. Pike** - Substitute Teacher
- **Megan A. Scordo** - Substitute Teacher
- **Stephanie L. Shorkey** - Substitute Aide
- **Rebecca R. Beaudoin** - Substitute Teacher / Aide
- **Peter J. Southcott** - Substitute Teacher
- **Heather J. Little** - Substitute Teacher / Aide
- **Ashley N. Blanchette** - Substitute Teacher / Aide
- **Katherine Ulmen-Smith** - Substitute Teacher

Motion for approval by _____, seconded by _____, with motion approved ____-____.

ITEMS FOR NEXT MEETING Monday, February 8, 2016 - 5:15 p.m. - General Brown Room

22. _____

EXECUTIVE SESSION

23. **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

24. **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
Regular Meeting
Unapproved Minutes
December 7, 2015
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

Members Absent: Jamie Lee, Cathy Pitkin and Michael Ward

Others Present: Cammy J. Morrison, Superintendent of Schools; Lisa K. Smith, Executive Director of Administrative Services; Gary Grimm, Transportation Supervisor/Operations Manager; Kathaleen Beattie, Director of Student Services; Babette Valentine, Curriculum Coordinator; Tina Lane, Jr.-Sr. High School Principal; Joseph O'Donnell, District Administrator for Discipline and Athletics; Hope Ann LoPresti, Brownville-Glen Park Elementary Principal; David Ramie, Dexter Elementary Principal; Debra Bennett, District Clerk

REGULAR MEETING

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 Klindt - Motion is approved 4-0.

1. Approval of Minutes as listed:
 - November 9, 2015 - Regular Meeting
2. Approval of Buildings and Grounds requests as listed:
 - None at this time
3. Conferences and Workshops as listed:
 - Jillian Goodrich - What Do I Do with Those? Assessment and Remediation - GB Room JSHS - November 9, 2015
 - Tina Zehr - What Do I Do with Those? Assessment and Remediation - GB Room JSHS - November 9, 2015
 - Jannell Pickeral - World Languages Assessment Writing - JLBOCES November 16-17, 2015
 - Carrie LaSage - School Library Systems Council Meetings - LaFargeville, Belleville-Henderson and Indian River CSD- December 2, 2015, February 24 and May 10, 2016
 - Jennifer Augliano - Jefferson-Lewis Association for Counseling Development - Hilton Garden Inn, Watertown - December 4, 2015
 - Bridget Grimm - Jefferson-Lewis Association for Counseling Development - Hilton Garden Inn, Watertown - December 4, 2015
 - Tina M. Lane - JLSBA Legislative Breakfast - Case Middle School - December 4, 2015
 - Jeffrey West - JLSBA Legislative Breakfast - Case Middle School - December 4, 2015
 - Casey Nicol - Jefferson-Lewis Association for Counseling and Development - Hilton Garden Inn, Watertown - December 4, 2015
4. Financial Reports as listed for October 2015:
 - Appropriation Report - All Funds
 - Revenue Report - All Funds
 - Treasurer's Cash Reports
 - Claims Auditor Monthly Reports
 - General Fund Warrant "A"
 - Federal Fund Warrant "B"
 - Food Service Warrant "C"
 - Trust & Agency Warrant "T"
 - Extra-Curricular Activity Fund

REGULAR AGENDA

Other Discussion and Action

1. Public Comments - No requests at this time.
2. Ongoing Agenda Items:
 - Academic Update:
 - ❖ Board information - Benchmark #1 Data / Revised / Grade 10 ELA - Ms. Lane
 - Policy Review:
 - ❖ Review of Policy #7513 - *Administration of Medication* - Adopted 6-5-13

3. Board Information - 1st Quarter Marking Period Data
4. Board Discussion - Selection of a date and topic for Jefferson-Lewis BOCES Board of Education delegation visit - Consensus by Members to request JLSBA delegation to attend either the January 11th or February 8th, 2016 Board meeting. We will advise them of a topic when a date has been decided.
5. Board Discussion - Review of the current APPR Plan for 2015-2016
6. Board Discussion - “*Sports and the Athletic Program*” policy/procedures
7. Board Action - Adoption of the following **Resolution for Lead Evaluator of Principals: *WHEREAS***, the Board of Education has been provided evidence that the following have 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 Principals**, therefore: ***BE IT RESOLVED***, that, upon recommendation of the Superintendent of Schools, the following be certified as **Lead Evaluator of Principals**:
 - Cammy J. Morrison
 - Lisa K. Smith
 - Babette Valentine
 Motion for approval by Brien Spooner, seconded by Sandra Klindt, with motion approved 4-0.
8. Board Action - Approval requested for Daniel Harvill to participate with the Immaculate Heart Central School Hockey Team for the 2015-16 hockey season, contingent upon the parents signing a liability statement releasing General Brown CSD from all liability, transportation and equipment costs and any other fees where applicable. Motion for approval by Sandra Klindt, seconded by Daniel Dupee, with motion approved 4-0.
9. Board Action - Approval of Committee on Special Education Reports
Motion for approval by Daniel Dupee, seconded by Brien Spooner, with motion approved 4-0.

ADMINISTRATIVE MONTHLY REPORTS - For information only

10. Operations Report
11. Brownville-Glen Park and Dexter Principal Report
12. Jr.-Sr. High School Principal Report
13. Athletic Director / Discipline Report
14. Curriculum Coordinator Report
15. Director of Student Services Report
16. School Business Official Report
17. Superintendent Report

CORRESPONDENCE AND COMMUNICATIONS - For information only

18. Correspondence Log

RECOMMENDATIONS AND ACTION

19. Board Action - ***BE IT RESOLVED*** that the General Brown Central School District Board of Education takes action to create a 12-month Webmaster/Data Coordinator position
Motion for approval by Sandra Klindt, seconded by Daniel Dupee, with motion approved 4-0.
20. Board Action - Personnel Changes as listed:
A motion for approval of the following PERSONNEL CHANGES, *with effective hire dates*, as listed.
Motion for approval of RECOMMENDATIONS & ACTION is made by Daniel Dupee, and seconded by Sandra Klindt.
Motion is approved 4-0.

(A) Retirements: (None at this time)

(B) Resignations as listed:

Name	Position	Effective Date
Richard Desormeau	4.5-Hour Bus Driver	12-07-15

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Joseph E. Burke	Substitute Bus Driver	\$14.06 per hour	N/A	11-23-15
Jessica L. Turello	Substitute Teacher	\$75 per day - Non-Certified	N/A	11-30-15
Michael Parobeck	Webmaster / Data Coordinator	Annual Salary \$33,000 (prorated)	N/A	01-04-16
Richard Desormeau	5-Hour Bus Driver	Annual Salary \$12,651 Step 1 (prorated)	N/A	12-08-15
Justin Corbett	4.5-Hour Bus Driver	Annual Salary \$11,386 Step 1 (prorated)	N/A	12-08-15

(D) PAID Coaching Appointments as listed:

Name	2015-2016 Sport	Coaching Certification
Katie L. Clough	Girls Modified Basketball	Teacher-Coach*
David L. Clough	Boys Modified Basketball	Temporary Coaching License 2 nd to 4 th Renewal****

Coaches possess the following [As mandated by NYSED]:

- Teaching Certificate: Child Abuse / School Violence / DASA / First Aid / CPR / Concussion Workshop / Fingerprint Clearance *
- Temporary Coaching License and/or 2nd-4th Renewal as required: Child Abuse / School Violence / DASA / First Aid / CPR / Concussion Workshop / Philosophies & Principals / Theories and Techniques [sport specific] / Health Sciences / Fingerprint Clearance ****

21. Board Action - Upon the recommendation of the Superintendent of Schools – WHEREAS, on behalf of the General Brown Central School District, two sets of the following prospective employees’ fingerprints for employment have been submitted to SED, along with the signed Consent Form, and a request for conditional clearance. The following employees have received FINALCLEARANCE from SED:

- **Jessica L. Turello** - Substitute Teacher
- **Michael Parobeck** - Webmaster/Data Coordinator
- **David L. Clough** - Coach

Motion for approval by Sandra Klindt, seconded by Brien Spooner, with motion approved 4-0.

ITEMS FOR NEXT MEETING Monday, January 11, 2016 - 5:15 p.m. - General Brown Room

- 22. Board Discussion - *Sports and the Athletic Program* procedure changes
- 23. Board Discussion - Non-voting student Board of Education member
- 24. Board Information - Jefferson-Lewis Board of Education visitation

EXECUTIVE SESSION

25. **A motion is requested to enter executive session** for the discussion of the employment history of 6 particular individuals.

Motion for approval by Brien Spooner, seconded by Sandra Klindt, with motion approved 4-0. Time entered: 5:38 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 4-0.

Time adjourned: 6:20 p.m.

MOTION FOR ADJOURNMENT

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

Motion for approval by Daniel Dupee, seconded by Sandra Klindt, with motion approved 4-0.

Time adjourned: 6:21 p.m.

Respectfully submitted:

Debra L. Bennett - District Clerk

- Supporting documents may be found in supplemental file dated December 7, 2015

STUDENTS

IMMUNIZATION AND DENTAL HEALTH OF STUDENTS

SUBJECT: ~~IMMUNIZATION OF STUDENTS~~

~~Every child entering or attending a District school must present proof of immunization in accordance with Public Health Law Section 2164 unless:~~

- ~~a) A New York State licensed physician certifies that such immunization may be detrimental to the child's health; or~~
- ~~b) The student's parent, parents, or persons in parental relation hold genuine and sincere religious beliefs which are contrary to the requirement. In such cases, the Building Principal will make a case by case determination whether a parent/guardian is entitled to invoke this religious exemption from required immunizations after receiving a written and signed statement from the parent(s) or persons in parental relation to such child.~~

~~Except for the above two (2) exemptions, the District may not permit a student lacking evidence of immunization to remain in school for more than fourteen (14) days, or more than thirty (30) days for an out of state or out of country transferee who can show a good faith effort to get the necessary certification or other evidence of immunization.~~

~~For homeless children, the enrolling school must immediately refer the parent or guardian of the student to the District's homeless liaison, who must assist them in obtaining the necessary immunizations, or immunization or medical records.~~

~~The administration will notify the local health authority of the name and address of excluded students and provide the parent/person in parental relation a statement of his/her duty regarding immunization as well as a consent form prescribed by the Commissioner of Health. The school shall cooperate with the local health authorities to provide a time and place for the immunization of these students.~~

~~Parents, guardians or other persons in parental relation may appeal to the Commissioner of Education if their child is denied school entrance or attendance for failing to meet health immunization standards.~~

~~The District will provide an annual summary of compliance with immunization requirements to the Commissioner of Health.~~

~~For current information regarding immunization requirements, refer to Web site: <http://schoolhealthservices.org>.~~

~~For advice on a specialized immunization questions, contact the regional New York State Department of Health (NYSDOH) office directly. A complete listing of regional offices can be found on the following Web site:~~

STUDENTS

IMMUNIZATION AND DENTAL HEALTH OF STUDENTS

~~Education Law Sections 310 and 914~~

~~Public Health Law Section 2164~~

~~8 New York Code of Rules and Regulations (NYCRR) Part 136~~

~~10 New York Code of Rules and Regulations (NYCRR) Subpart 66-1~~

~~NOTE: Refer also to Policy #7131 — Education of Homeless Children and Youth~~

- I. In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combatting the spread of disease, the Board requires that all pupils be immunized against certain diseases in accordance with New York State Education Law and Public Health Law Article 21 Title VI Section 2164.

- II. A. No child may be admitted to school or allowed to attend school in excess of fourteen (14) calendar days without appropriate certification of immunization. The fourteen (14) calendar day period may be extended by the Building Principal to thirty (30) days for a student transferring from out of state/out of country. If the child is obtaining serological tests, the parent(s) or guardian has a total of thirty (30) days from the start of attendance to provide test results and, if negative test results, appointment dates to begin or complete the vaccine series.

- B. Each student must present a certificate of immunization specifying the dates of administration and signed by a health practitioner upon registration. Such certificate must meet the New York State requirements for immunization against poliomyelitis, pertussis, tetanus, Hepatitis B, varicella, mumps, measles, diphtheria, rubella and, where applicable due to enrollment in a Pre-Kindergarten program, haemophilus influenza type b (Hib) and pneumococcal conjugate (PCV), as summarized at <http://www.health.ny.gov/publications/2370.pdf>. Acceptable documents and proof of immunity also include:
 1. An electronic health record.
 2. An immunization record issued by New York State Immunization Information System (NYSIIS) or Citywide Immunization Registry (CIR).
 3. An out-of-state immunization registry specifying the dates and products administered.
 4. An official record from a foreign nation may be accepted without a health practitioner's signature.
 5. Immunization records from a previous school.
 6. A statement verifying history of varicella, diagnosed by a physician, nurse practitioner, or physician assistant (10 NYCRR 66-1.3(a)).
 7. Serological proof of immunity for specific diseases (10 NYCRR 66-1.5).

POLICY

New Draft 10/19/15

7511

STUDENTS

IMMUNIZATION AND DENTAL HEALTH OF STUDENTS

- C. The only exceptions which may excuse a student from the above immunization requirements are:
1. if a physician testifies or certifies that administering the vaccine is detrimental to the specific youngster's health,
 2. if such student's parent(s) or guardian hold genuine and sincere religious beliefs which are contrary to required immunization practices. The parent or guardian must complete the State Education Department Request for Religious Exemption to Immunization form. The form originates from the Registered Professional Nurses Office and is then submitted to the building principal for review and approval or denial. A copy of all documents must be kept in the student's cumulative health record, or
 3. if a student has had the first dose of all required immunization series and has appointments to complete the series in accordance with the Advisory Committee for Immunization Practices (ACIP) catch up schedule as published at <http://www.cdc.gov/vaccines/schedules/hcp/child-adolescent.html>.
- D. Medical exemptions to immunizations must be reissued annually. The written exemption must identify:
1. the immunization exempted,
 2. the medical contraindication for the exemption, and
 3. the length of time immunization is contraindicated.
- III. A. The District will develop procedures for documenting all communication, along with efforts undertaken by school personnel to assist the parent/guardian in meeting the immunization requirements.
- B. The District must notify the local health department of any child who is refused admittance or continued attendance due to the lack of immunizations.
- C. The District shall notify the Child Protective Services (CPS) after more than fourteen (14) days of the student's exclusion from school if the parent refuses to allow the local department of health or another appropriate health practitioner to immunize their child, and no action steps are reported by the parent/guardian for pursuing another education option such as home schooling.
- D. The District shall annually provide an immunization survey to the New York State Commissioner of Health on the Health Commence System website.
- E. A student denied entrance or attendance due to failure of meeting health immunization standards may appeal to the Commissioner of Education.

POLICY

New Draft 10/19/15

7511

STUDENTS

IMMUNIZATION AND DENTAL HEALTH OF STUDENTS

IV. Dental Health

- A. Each student shall be requested to furnish a dental health certificate in the same year the health appraisal is required. If a dental certificate is provided, it must meet the standards of the Commissioner's Regulations and may be signed by a registered dental hygienist or licensed dentist.
- B. The list of dentists available to conduct examination on a free or reduced cost basis compiled by SED is available to parents/guardians by calling the New York State Dental Foundation at 518-465-0044.

General Brown Central School District

Legal Ref: New York State Education Law, Section 903, 914(1); Public Health Law, Section 613, 2164 and 2805-h; 10 N.Y.C.R.R. Part 66.

Adopted: 5/10/10

Revised: _____