

GENERAL BROWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Preliminary Agenda
March 7, 2016
General Brown Room - Jr.-Sr. High School

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

REGULAR MEETING

- A NYSSBA Board Excellence Award certificate was awarded to Board of Education Member, Sandra Young Klindt, for her participation in leadership development opportunities totaling 150 points for 2016.
- 5:15 p.m. - Student Presentation by representatives of the *General Brown National Honor Society*

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:
 - February 8, 2016 - Regular Meeting
2. Approval of Buildings and Grounds requests as listed:
 - JSHS track - May 15, 2016 from 8:00 a.m. to 1:00 p.m. - Lilly's Voice Fun Run for Apraxia - \$20 per entrant
3. Conferences and Workshops as listed:
 - Hope Ann LoPresti - Grade 3 CKLA Roundtable - JLBOCES - February 26, 2016
 - David Ramie - Grade 3 CKLA Roundtable - JLBOCES - February 26, 2016
 - David Ramie - Scheduling Configurations and Flexibility - JLBOCES - February 29, 2016
 - Kelly Cantwell - Elementary Make and Take - JLBOCES - March 4, 2016
 - Jillian Goodrich - Elementary Make and Take - JLBOCES - March 4, 2016
 - Erin Heller - Elementary Make and Take - JLBOCES - March 4, 2016
 - Tricia Nortz - Elementary Make and Take - JLBOCES - March 4, 2016
 - Hope Ann LoPresti - Data Warehouse - JLBOCES - March 9, 2016
 - David Ramie - Data Warehouse - JLBOCES - March 9, 2016
 - Leann Hill - Explicit Instruction Strategies to All Learners - JLBOCES - March 10, 2016
 - Carrie LaSage - Administrative Breakfast & Inquiry, Info. and Academic Success - Hilton Garden Inn - March 11, 2016
 - Renee Powlin - Administrator's Breakfast & Inquiry, Info. and Academic Success - Hilton Garden Inn - March 11, 2016
 - Joseph O'Donnell - NYS Athletic Administrators Association Meeting - Saratoga, NY - March 16, 17, and 18, 2016
 - Stephanie Karandy - World Language Assess. Writing (AM) and Scoring Training (PM) - JLBOCES - March 17, 2016
 - Amy O'Riley - World Language Assess. Writing (AM) and Scoring Training (PM) - JLBOCES - March 17, 2016
 - Jannell Pickeral - World Language Assess. Writing (AM) and Scoring Training (PM) - JLBOCES - March 17, 2016
 - Hannah Cottrell - Family, Career, Community Leaders of America - Owego, NY - March 30, 2016
 - Renee Powlin - OPALS User Group - JLBOCES - March 31, 2016
4. Financial Reports as listed for January 2016:
 - 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:
 - ❖ Benchmark #3 Data: Ms. Lane / Mrs. LoPresti / Mr. Ramie
 - Policy Review:
 - ❖ None at this time

3. Board Information - Invitation from JLSBA for the *National Honor Society Recognition Program*, to be held at the WHS Auditorium on March 23, 2016.
4. Board Information - Invitation for the *JLBOCES Annual Dinner Meeting / Budget Presentation* to be held at the Howard G. Sackett Technical Center, Glenfield, NY on April 13, 2016. A tour of the HGS Technical Center will begin at 5:00 p.m. with the dinner to begin at 6:00 p.m. The presentation of the 2016-2017 proposed BOCES administrative budget will begin at 7:15 p.m. in the Adult Learning Center Building.
5. Board Information - There is a Budget Advisory meeting tentatively scheduled for 6:00 p.m. on Wednesday, March 30th to be held in the cafeteria of the Jr.-Sr. High School.
6. Board Information - Term expiration for members of the General Brown Central School District Board of Education are as listed below. Petitions are available, and will be accepted in the Office of the District Clerk until 5:00 p.m. April 18, 2016.
 - 2016 - Sandra Young Klindt
 - 2016 - Brien Spooner
 - 2017 - Cathy Pitkin
 - 2017 - Michael Ward
 - 2018 - Jeffrey West
 - 2018 - Daniel Dupee II
 - 2018 - Jamie Lee
7. Board Information / Discussion - 2nd Quarter Marking Period Data for review
8. Board Information / Discussion - Review of the District's options for the sale of vacant Dexter lot
9. Board Action - Approval is requested for the GBCSD Academic and 10-Month Calendars for 2016-2017
Motion for approval by _____, seconded by _____, with motion approved ____ - ____.
10. Board Action - Acceptance of donation:
BE IT RESOLVED that the General Brown Central School District Board of Education takes action to accept a donation of \$2,188.50 from the Massey Furniture Barn's *Buck\$ for Books Program*. The funds are to be used in support of our elementary libraries.
Motion for approval by _____, seconded by _____, with motion approved ____ - ____.
11. Board Action - Approval of Madison-Oneida BOCES Services Request Form and Contract 2016-2017:
BE IT RESOLVED that the General Brown Central School District Board of Education approves participation for the 2016-2017 school year in the programs / services marked positively on the 2016-2017 Madison Oneida BOCES Services Commitment Form / Contract.
Motion for approval by _____, seconded by _____, with motion approved ____ - ____.
12. Board Action - Approval of Biennial Review:
BE IT RESOLVED that the General Brown Central School District Board of Education takes action to approve the Biennial Review of the *Plan for Commissioner's Regulations Part 100.11 School Based Planning and Shared Decision Making*
Motion for approval by _____, seconded by _____, with motion approved ____ - ____.
13. Board Action - Approval of Committee on Special Education Reports
Motion for approval by _____, seconded by _____, with motion approved ____ - ____.

ADMINISTRATIVE MONTHLY REPORTS

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

CORRESPONDENCE AND COMMUNICATIONS

22. Correspondence Log

RECOMMENDATIONS AND ACTION

23. Board Action - Administrative Labor Union

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education does hereby elect to recognize the formation of the **General Brown Administrators' Association, ("GBAA")**, that it is the exclusive bargaining entity for its members employed as:

- Junior / Senior High School Principal
- Brownville Glen Park Elementary School Principal
- Dexter Elementary School Principal
- District Administrator in Charge of Athletics and Discipline
- Director of Student Services

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

24. 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: None at this time

(B) Resignations as listed:

Name	Position	Effective Resignation Date
Justin M. Corbett	4.5-Hour Bus Driver	3/7/2016

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Hire Date
CORRECTION Casey J. Raines	Teacher Assistant appointed as of 9/1/2015 (unchanged)	\$13,836 annual salary Step 1 (unchanged)	4-Year Probationary Tenure Track appointment to commence 3/1/2016	9/1/2015 (unchanged)
Lauren A. Going	Substitute Bus Driver	\$14.06 per hour	N/A	3/3/2016
Nickolas T. Frears	Substitute Teacher	\$75 per day non-certified	N/A	3/8/2016
Wendy J. Johnson	Substitute Teacher	\$75 per day non-certified	N/A	3/8/2016
Justin M. Corbett	5-Hour Bus Driver	\$12,651 annual salary Step 1	N/A	3/8/2016

(D) PAID Coaching Appointments as listed:

Name	2015-2016 Sport	Coaching Certification Level	Effective Hire Date

(E) UNPAID Coaching Appointments as listed:

Name	2015-2016 Sport	Coaching Certification Level	Effective Hire Date

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 ****

25. 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:
- **Nickolas T. Frears** - Substitute Teacher
 - **Wendy J. Johnson** - Substitute Teacher

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

26. Board Discussion - 2016-2017 Spending Plan

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

27. _____

EXECUTIVE SESSION

28. **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.

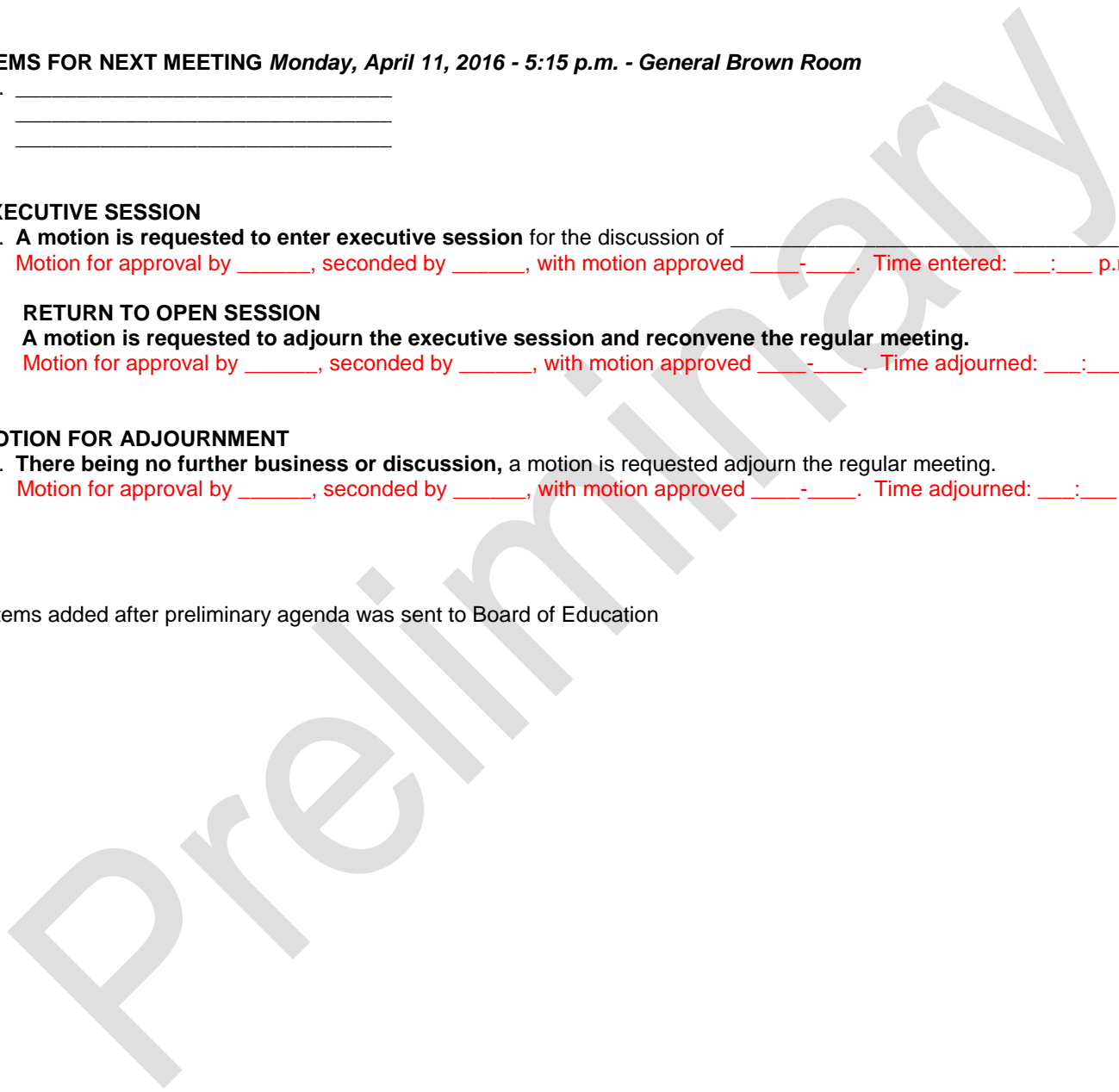
RETURN TO OPEN SESSION

- 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

29. **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

February 8, 2016

General Brown Room / Jr.-Sr. High School

REGULAR MEETING

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

Members Present: Jeffrey West, President (arrived 5:25 p.m.); Daniel Dupee II, Vice President; Sandra Young Klindt; Brien Spooner; Jamie Lee, Cathy Pitkin (arrived 5:42 p.m.) 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; Babette Valentine, Curriculum Coordinator; Tina Lane, Jr.-Sr. High School Principal; Joseph O'Donnell, District Administrator for Discipline and Athletics; David Ramie, Dexter Elementary Principal; Debra Bennett, District Clerk; Members of the staff and community

- Student Presentation - "*The GB Gazette*" by Mr. Dustin Helmer, Ms. Natasha House, Ms. Willow Boyce and Mrs. Michelle Lamon - Advisor.

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Sandra Klindt, and seconded by Jamie Lee - Motion is approved 5-0.

1. Approval of Minutes as listed:
 - January 11, 2016 - Regular Meeting
2. Approval of Buildings and Grounds requests as listed:
 - JSHS weight room - Monday, Wednesday and Sunday from January 11 through May 2, 2016 from 6:00 p.m. to 8:00 p.m. - Dexter Pop Warner cheer practice
 - DEX gymnasium - January 14, 2016 from 5:30-6:45 p.m.; January 19, 2016 from 8:00-9:00 p.m.; February 2, 2016 from 7:15-8:15 p.m.; February 9, 2016 from 5:30-6:45 p.m. - Lion Pride soccer practice
 - DEX gymnasium - January 26, 2016; February 4 and 11, 2016; March 1 and 3, 2016 from 5:30-6:45 p.m. - NCUC Lasers soccer practice
 - JSHS auditorium - March 19, 2016 from 1:00 p.m. to 3:00 p.m. and 7:00 p.m. - 9:00 p.m. - Martha Gallagher Concert - GB Performing Arts Booster Club
 - DEX baseball/softball fields - Monday-Saturday from April 13 through July 31, 2016 from 5:30 p.m. to 9:00 p.m. weekdays, and 10:00 a.m. to 4:00 p.m. Saturdays - Summer Baseball / Softball Program - Dexter Citizens Committee
 - JSHS baseball field - Monday-Saturday from May 25 through August 14, 2016 from 5:30 p.m. to 9:00 p.m. weekdays and 10:00 a.m. to 4:00 p.m. Saturdays - Babe Ruth Baseball Season - Dexter Citizens Committee
 - DEX and BGP gymnasium - March 18, 2016 at a time to be determined - Martha Gallagher Assembly - GB Performing Arts Booster Club
3. Conferences and Workshops as listed:
 - Shellie Miner - Strategies for Exceptional Customer Service - Webinar - January 15, 2016
 - Jennifer Augliano - PLATO Online Learning System Training - JLBOCES - February 4, 2016
 - Bridget Grimm - PLATO Online Learning System Training - JLBOCES - February 4, 2016
 - Lori Bean - PLATO Online Learning System Training - JLBOCES - February 4, 2016
 - Kathaleen Beattie - Pathways to Graduation - JLBOCES - February 23, 2016
 - Lisa Smith - JLSBA Dessert Workshop "The Effects of Social Media and Drugs in our Schools - February 24, 2016
 - Christine Campny - Grade 3 CKLA Roundtable - JLBOCES - February 26, 2016
 - Sherri Delano - Grade 3 CKLA Roundtable - JLBOCES - February 26, 2016
 - Laurel Oliver - Grade 3 CKLA Roundtable - JLBOCES - February 26, 2016
 - Hope Ann LoPresti - Scheduling Configuration & Flexibility - JLBOCES - February 29, 2016
 - Cammy J. Morrison - Excel Basics & Beyond The Basics - Syracuse - March 3 & 4, 2016
 - Erica Hartle - Elementary Make and Take Workshop - JLBOCES - March 4, 2016
 - Helen Ketcham - Elementary Make and Take Workshop - JLBOCES - March 4, 2016
 - Kate Wiley - Elementary Make and Take Workshop - JLBOCES - March 4, 2016
 - Lisa Leubner - Data Warehouse Meeting - JLBOCES - March 9, 2016
 - Kathaleen Beattie - RTI: Practical Strategies for Intervening with Students - East Syracuse - March 22, 2016
 - Stephanie Doney - Classroom Management - JLBOCES - March 23, 2016
 - Krista Dupee - Classroom Management - JLBOCES - March 23, 2016
 - Leann Hill - Classroom Management - JLBOCES - March 23, 2016
 - Tasha Plante - Classroom Management - JLBOCES - March 23, 2016
 - Alison Widrick - Classroom Management - JLBOCES - March 23, 2016
 - Tina Lane - PLATO Online Learning System - JLBOCES - February 4, 2016
 - Cammy J. Morrison - 2016 School Risk Management Seminar - Hilton Garden Inn - April 20, 2016

4. Financial Reports as listed for December 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" - none
 - Food Service Warrant "C"
 - Trust & Agency Warrant "T"
 - Extra-Curricular Activity Fund

REGULAR AGENDA

Other Discussion and Action

1. Public Comments - No requests
2. Ongoing Agenda Items:
 - Academic Update:
 - ❖ Social Studies Framework Introduction: Mrs. Valentine / Mr. Ramie / Ms. Lane

(Mr. West arrived 5:25 p.m.)

- Policy Review:
 - ❖ 2nd Reading / Adoption: Policy #7511 [draft] - *Immunization and Dental Health of Students*
Motion for adoption of Policy #7511 by Daniel Dupee, seconded by Brien Spooner, with motion approved 6-0.
3. Board Information - Invitation from Jefferson-Lewis School Boards Association Dessert Workshop/Executive Committee Meeting : "*The Effects of Social Media and Drugs in our Schools*" will be held February 24, 2015
 4. Board Information - Jefferson-Lewis BOCES Board of Education delegation will be attending the June 6, 2016 Board of Education meeting.
 5. Board Information - Members of the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services (BOCES) whose terms will expire on June 30, 2016 are as follows:
 - James L. Lawrence, Jr. / Sackets Harbor Central School District
 - Michael J. Kramer / Boonville Central School District
 - Peter E. Monaco / Watertown City School District

(Mrs. Pitkin arrived 5:42 p.m.)

6. Board Information - Jefferson-Lewis BOCES Component school district Boards of Education and Trustees will vote on the election and proposed 2016-2017 BOCES administrative budget on *April 19, 2016*. A **Special Meeting for the purpose of the BOCES vote/election will be held at 7:00 a.m. in the District Conference Room.**
7. Board Information - There is a Budget Advisory meeting scheduled for 6:00 p.m. on Thursday, February 25, 2016 to be held in the cafeteria of the Jr.-Sr. High School.
8. Board Information / Discussion - Student representative presentations, as opposed to a non-voting student Board of Education member: Following discussion, there was consensus of the Board to enjoy regular student presentations at monthly meetings.
9. Board Information / Discussion - Establishment of Capital Reserve - Following discussion, there was consensus to proceed with the establishment of a Capital Reserve.
10. Board Discussion / Action - 2016-2017 Board of Education Meeting Schedule
Motion for approval by Jamie Lee, seconded by Cathy Pitkin, with motion approved 7-0.
11. Board Discussion - Board of Education meeting scheduled for March 21st: Since there will be no new budget information available from NYS between the March 7th meeting and April 1st, there was consensus of the Board to cancel the March 21, 2016 Board of Education meeting.
12. Board Discussion / Action - Approval is requested to donate a painting of General Jacob Brown, (currently on display in the General Brown Room), to the Village of Brownville to be made available for public display in the General Jacob Brown Mansion as per BOE Policy #5250: *Sale and Disposal of School District Property*
Motion for approval by Jamie Lee, seconded by Cathy Pitkin, with motion approved 7-0.

13. Board Discussion / Action - Approval is requested to donate a stone marker engraved "DHS 1922", (currently on display outside the Dexter Elementary Building), to the Village of Dexter to be made available for public display outside the Village of Dexter Office Building at 509 Liberty Street, as per BOE Policy #5250: *Sale and Disposal of School District Property*
Motion for approval by Daniel Dupee, seconded by Cathy Pitkin, with motion approved 7-0.
14. Board Discussion / Action - Approval of the Constitution and formation of the following organization with Mrs. Michelle Lamon to serve as advisor for the 2015-2016 school year:
 - GB Gazette - newspaper for the General Brown Jr.-Sr. High School
 Motion for approval by Sandra Klindt, seconded by Jamie Lee, with motion approved 7-0.
15. Board Action - Approval of Committee on Special Education Reports
Motion for approval by Michael Ward, seconded by Brien Spooner, with motion approved 7-0.

ADMINISTRATIVE MONTHLY REPORTS - For information only

16. Operations Report
17. Brownville-Glen Park and Dexter Principal Report
18. Jr.-Sr. High School Principal Report
19. Athletic Director / Discipline Report
20. Curriculum Coordinator Report
21. Director of Student Services Report
22. School Business Official Report
23. Superintendent Report

CORRESPONDENCE AND COMMUNICATIONS - For information only

24. Correspondence Log

RECOMMENDATIONS AND ACTION

25. 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 Cathy Pitkin, and seconded by Sandra Klindt.
 Motion is approved 7-0.

(A) Retirements: - None at this time

(B) Resignations as listed:

Name	Position	Effective Resignation Date
Carol Oliver	4-Hour Bus Driver	1/21/2016
Wayne Livingston	4-Hour Bus Driver	1/29/2016

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Hire Date
Cayla R. O'Connor	Substitute Teacher / Substitute Aide	\$65 non-certified / \$9.39 per hour	N/A	2/9/2016
Nicole E. Wetzel	Substitute Aide	\$9.39 per hour	N/A	2/9/2016
Dalon Crump	4-Hour Bus Driver	\$10,122 annually, Step 1	N/A	2/9/2016
Brittany L. Mullens	Substitute Teacher (long-term .5 PE)	\$85 per day certified	N/A	2/22/2016

(D) PAID Coaching Appointments as listed:

Name	2015-2016 Sport	Coaching Certification Level	Effective Hire Date
Michael Hartle	Boys Modified Wrestling	Teacher-Coach*	11/10/2015
Chad O. Snow	Boys Modified Wrestling	Temporary Coaching License****	11/10/2015
James Blunden	Boys JV Lacrosse	Teacher-Coach*	2/9/2016
Katie Clough	Girls Varsity Lacrosse	Teacher-Coach*	2/9/2016
Lindsay Hanson	Girls JV Softball	Teacher-Coach*	2/9/2016
Malcolm Jones	Girls Modified Softball	Teacher-Coach*	2/9/2016
Jon Murphy	Varsity Golf	Teacher-Coach*	2/9/2016
Darrin Pitkin	Girls Varsity Softball	Professional Coaching License**	2/9/2016
Richard J. Purvis	Boys Varsity Lacrosse	Coaching License 2 nd to 4 th Renewal****	2/9/2016
Peter J. Will	Boys Varsity Baseball	Temporary Coaching License****	2/9/2016

(E) UNPAID Coaching Appointments as listed:

Name	2015-2016 Sport	Coaching Certification Level	Effective Hire Date
Stacy Bauter	Girls Varsity Lacrosse	Temporary Coaching License 2 nd to 4 th Renewal****	2/9/2016
Warren R. Johnson	Boys JV Lacrosse	Temporary Coaching License 1 st Renewal****	2/9/2016
Patricia A. Van Tassel	Girls Varsity Softball	Temporary Coaching License****	2/9/2016
Chad Parker	Boys Varsity Lacrosse	Temporary Coaching License 2 nd to 4 th Renewal****	2/9/2016

Coaches possess the following [As mandated by NYSED]:

- Teaching Certificate: Child Abuse / School Violence / DASA / First Aid-CPR / Concussion Workshop / Fingerprint Clearance *
- Professional Coaching License: Child Abuse / School Violence / DASA / First Aid-CPR / Concussion Workshop / Fingerprint Clearance / Philosophies & Principals / Theories and Techniques / Health Sciences **
- 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 ****

26. 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:

- **Cayla R. O’Connor** - Substitute Teacher
- **Nicole E. Wetzel** - Substitute Aide
- **Brittany L. Mullens** - Substitute Teacher

Motion for approval by Cathy Pitkin, seconded by Daniel Dupee, with motion approved 7-0.

ITEMS FOR NEXT MEETING *Monday, March 7, 2016 - 5:15 p.m. - General Brown Room*

27. Re-visit options for the sale of the Dexter vacant lot

28. Board Information / Discussion - General Brown Room upgrades: Mrs. Morrison shared that the walls are being prepared for paint, display cases have been cleared, and photos have been removed. Past graduating class photos will now be placed on display in the library of the JSHS as well as plaques of district retirees.

Following discussion, there was consensus of the Board to place past and present Board of Education members’ photos into a binder. Plans were also discussed for developing a page on the Board website for viewing photos and years of service of past members. Mrs. Morrison suggested that this could be a student project. Once the painting has been completed, student art work will be displayed on walls and shelves.

EXECUTIVE SESSION

29. **There will be no executive session.**

MOTION FOR ADJOURNMENT

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

Motion for approval by Cathy Pitkin, seconded by Brien Spooner, with motion approved 7-0. Time adjourned: 6:06 p.m.

Respectfully submitted:

Debra L. Bennett - District Clerk

*Supporting documents may be found in supplemental file dated February 8, 2016

GENERAL BROWN CENTRAL SCHOOL DISTRICT

PLAN FOR COMMISSIONER'S REGULATIONS

PART 100.11

SCHOOL BASED PLANNING

AND

SHARED DECISION MAKING

TABLE OF CONTENTS

- I. Purpose
- II. Definitions
- III. Structure for School Based Planning and Shared Decision Making
- IV. Manner and extent of involvement of committee members
- V. Roles and responsibilities of committee members
- VI. Relationship between the district and building EAP/Compact for Learning Committees
- VII. Committee operations
- VIII. Focus on student achievement
- IX. Regulatory issues
- X. Educational issues subject to school-based planning and shared decision-making
- XI. Dispute resolution

I. PURPOSE

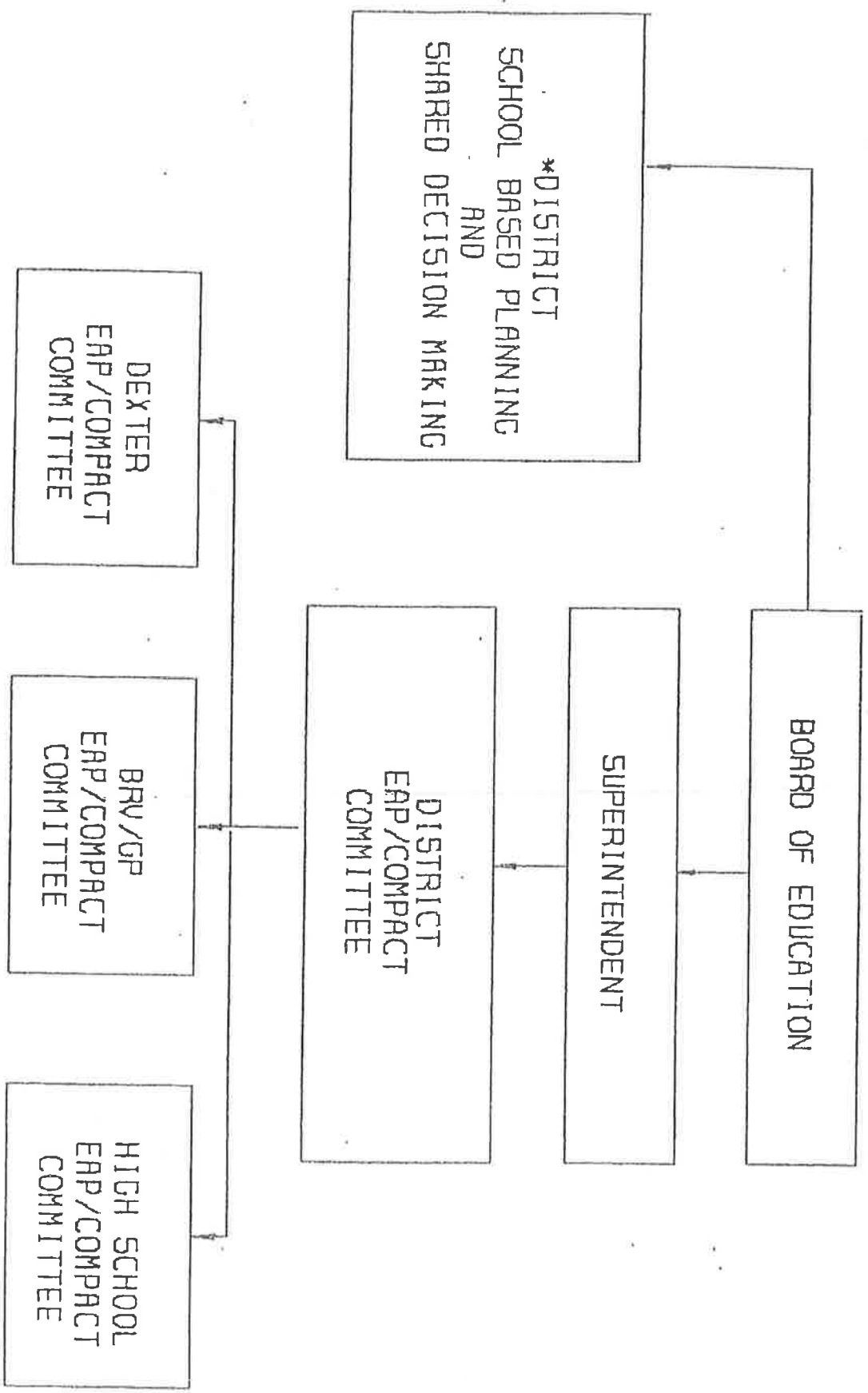
1. School-based planning and shared decision-making shall serve to promote educational excellence for ALL General Brown students.
2. School-based planning and shared decision-making shall serve to seek the input and involvement of all stake holder groups.
3. Parents shall become more actively involved in school-based planning and shared decision-making.

II. Definitions

- * Commissioner's Regulation - Regulations of the New York State Commissioner of Education have the force and effect of law.
- * Commissioner's Regulation Part 100 are the policies, guidelines and procedures for the operation of elementary, middle and secondary education in New York State.
- * Section 100.11 became effective May 15, 1992. Participation of parents and teachers in school-based planning and shared decision making.
 - (a) Purpose. The purpose of school-based planning and shared decision-making shall be to improve the educational performance of all students in the school, regardless of such factors as socioeconomic status, race, sex, language background or disability.
- * A New Compact For Learning - comprehensive plan of the Board of Regents and Commissioner of Education for improving public elementary, middle and secondary education in New York State.
- * Building Excellence and Accountability (EAP)/Compact for Learning Committee - Each General Brown building will have a committee consisting of parents, teachers, instructional support staff and building administration. Committee members will be selected by their peers.
- * District EAP/Compact For Learning Committee - A district committee consisting of a chairperson appointed by the Superintendent, all building administrators, seven (7) teachers (two teachers selected by their peers from each building and the President of the General Brown Teachers Association), parents from each building and instructional support staff.
- * District school-based planning and shared decision-making committee - A committee of parents, teachers, board of education and administration working to develop the required plan for Section 100.11. It is an ad-hoc or temporary committee appointed by the Board of Education to develop the plan for section 100.11. This committee would be reconvened to review, evaluate and modify this plan at least annually.

* Selected by peers - refers to the process of stakeholder groups selecting their representatives for committees.

STRUCTURE FOR SCHOOL BASED PLANNING AND SHARED DECISION MAKING



IV. Manner and Extent of Committee Involvement

Each building committee will consist of representation of at least a minimum of two (2) parent members, three (3) teacher members, one (1) instructional support member (non-teaching) and administrative member(s). The exact committee membership configuration for each building will be determined by the needs of the building committee.

The committee membership will be submitted by May 15 each year to the Superintendent of Schools.

Parent member(s) of each building committee will be selected by the building parent organization. One high school parent will be selected by Dexter EABS and one high school parent will be selected by the Brownville/Glen Park PTO.

Teacher member(s) will be selected by the already approved selection procedure implemented by the building.

Non-teaching member(s) will be selected by the already approved selection procedure implemented by the building.

Each building administrator(s) will participate as a building team member. Member terms and rotation schedule will be consistent with the existing structure for each building team.

- V. Roles and responsibilities of committee members
1. Ensure that committee efforts and plans are:
 - * focused on improving student learning and success
 - * consistent with the school district mission
 - * directly related to the school
 - * based exclusively on issues generated by and/or submitted to the school committee in a manner which identifies and explains how the issue is:
 - + directly related to a topic which has been approved as subject to shared decision making;
 - + focused on student learning and success;
 - + related to the school district mission;
 - + worthwhile of committee time and attention;
 2. In addressing issues, committees should include in their deliberations and recommendations:
 - + a history of the particular issue and what has been done to date in an effort to address the issue;
 - + at least one recommendation for what might be done to address the issue;
 - + at least one assessment strategy to evaluate the impact of recommended action on student learning and success;
 - + Board policy;
 - + all relevant State and federal laws and regulations
 3. Interact in a productive and encouraging manner with committee members

4. Assess the impact of committee decisions on student learning and success
5. Encourage communication and involvement between and among committees and stakeholder groups
6. Establish ad-hoc sub-committees as appropriate to assist the committee
7. Attend all committee meetings except as excused by the committee chairperson, with at least 48 hours notice of anticipated absence given to the chairperson, whenever possible
8. Assist the committee in maintaining a focus on issues directly related to student learning and success, and/or ideas and practices which can help set conditions for improved student learning and success which are within the direct control of that school

VI. Relationship between the district and building EAP/Compact for Learning Committees

The District EAP/Compact Committee will consist of parents, teachers and administrators from each of the building committees.

The District Committee will work to:

- + Implement the General Brown standards of excellence
- + Promote educational excellence for ALL General Brown students
- + Coordinate activities of the building committees
- + Oversee district inservice
- + Set annual goals for itself and the building committees

Each building committee will provide to the district committee by September 1:

- + Annual goals
- + Membership

VII. Committee Operations

1. Decision making will be by consensus

Consensus, in the context of shared decision making for our school improvement committees, is defined as a plan developed through shared involvement of committee members which each committee member can "live with" and which will be supported by each member of the committee.

2. A few hours of training for new committee members will be provided

Such training will include but not necessarily be limited to the mission and organization of our school district, shared decision making in the context of the *New Compact for Learning*, roles and responsibilities of committee members, particular information regarding the school involved and an awareness of our program improvement initiatives in recent years.

The Superintendent will arrange for training as needed.

3. Committee Chairperson

Each committee will have a chairperson who will be responsible for delegating or performing the following committee tasks:

developing agendas;

facilitating committee meetings;

recording minutes of committee attendance and decisions;

sending minutes and agendas to committee members and the facilitator of the District Council;

sharing minutes and agendas with appropriate others;

refreshments and room arrangements

Chairpersons will be determined by consensus of the committee and are to be selected from the group of people comprising the committee.

Chairpersons of each committee may be invited on a periodic basis to share information about committee decisions and work in process with the District Council.

4. Committee Meeting Dates and Times

Committees are expected to meet at least four times per year with at least one meeting during each ten week "quarter" of the school calendar.

Specific dates and times are to be decided by the committee. The initial meeting date and time for any school committee will be set by the chairperson, with input of each member of the committee, via telephone, face-to-face or written method of communication.

XIII. Focus on Student Achievement

It is the responsibility of each committee to maintain a focus on issues directly related to student learning and success.

Ideas and practices which can help set conditions for improved student learning and success which are within the *direct control of that school* should be encouraged and be a focus of committee shared decision making.

Shared decision making by committees should include discussion of student performance expectations related to:

- + course and/or program goals
- + standards of excellence set by the Board of Education
- + student portfolio presentation of accomplishments
- + Regents Goals and Bill of Rights for Children
- + community and marketplace expectations
- + perceptions of quality work and education
- + regional, State and/or national benchmarks
- + collaborative efforts with:
 - parents/guardians
 - component school districts
 - higher education
 - business, industry and labor
 - other school district buildings or programs

IX. Regulatory Issues

1. Context of Shared Decisions

It remains the responsibility of each school, with cooperation of the school district central administration, to ensure that all federal and State laws, rules, regulations and policies, as well as all Board of Education policies, bargaining agreements, and rules are followed as required in regards to that school.

2. Impact on Other Buildings, Departments or Programs

Decisions from committees which impact on other schools within the district are to be forwarded to the appropriate other committee(s), administrator(s) and the facilitator of the District Council for review and discussion.

- X. Educational issues subject to school-based planning and shared decision-making
 - 1. Instruction/curriculum
 - 2. Student assessment
 - 3. Student responsibility
 - 4. Classroom management
 - 5. Non-traditional instruction
 - 6. Staff recruitment
 - 7. Communication

XI. Dispute Resolution

1. First level

Any committee member perceiving an inability of the committee to plan or make decisions pertaining to issues identified as subject to shared decision making is to share that concern with the committee's chairperson.

2. Second level

Any committee member perceiving the situation has not been addressed appropriately after due consideration by the committee's chairperson may present the concern to the District Council through the Council's facilitator.

3. Third level

Any committee member perceiving the situation has not been addressed appropriately after due consideration by the committee's chairperson as well as the District Council may present the concern to the Board of Education through the Superintendent of Schools.

4. Fourth level

Any committee member perceiving the situation has not been addressed appropriately after due consideration by the committee's chairperson, the District Council and the Board of Education may present the concern to the Commissioner of Education.

Part 2. STATEMENT OF SUCCESS: Required Components

Boards of education, in collaboration with district planning committees, are to submit a statement of success of the district plan in achieving its objectives. Section 2 provides an opportunity to collectively reflect on the required components of the plan.

For each of the six component areas shown below, check the box for the rating which most closely reflects the agreement of the board of education and the district committee regarding the overall level of implementation for that component of the plan by the Building Teams.

COMPONENT AREAS	A. Not Addressed or Not Implemented	B. Inconsistent Implementation and Success	C. Minimal Implementation and Success	D. Moderate Implementation and Success	E. Consistent Implementation and Success
Educational Issues Subject to Shared Decision Making				X	
Involvement of All Parties				X	
Means and Standards Used to Evaluate Improvement of Student Achievement					X
Accountability for Decisions					X
Dispute Resolution Process	X				
Coordination of State and Federal Requirements for Parental Involvement				X	

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<u>Name</u>	<u>Signature</u>	<u>Building</u>
<u>Dionne Hamilton</u>	<u>Dionne Hamilton</u> 6	<u>BGP Elementary</u>
<u>Tricia Nortz</u>	<u>Tricia Nortz</u> 2	<u>BGP Elementary</u>
<u>AYESHA HUNT</u>	<u>Ayesh Hunt</u> 4	<u>BGP Elementary</u>
<u>Laurie Comins</u>	<u>Laurie Comins</u> 40	<u>BGP Elementary</u>
<u>Nicole Wetzel</u>	<u>NWetzel</u> P	<u>BGP Elementary</u>
<u>Erica Hartle</u>	<u>Erica Hartle</u> 1	<u>BGP Elementary</u>
<u>Laurel Oliver</u>	<u>Laurel Oliver</u> 3	<u>BGP Elementary</u>
<u>Betsy Robinson</u>	<u>Betsy Robinson</u> 3	<u>BGP Elementary</u>
<u>Heather Lopez</u>	<u>Heather Lopez</u>	<u>BGP Elementary</u>
_____	_____	<u>BGP Elementary</u>
_____	_____	<u>BGP Elementary</u>

Biennial Review 2016

<u>Name</u>	<u>Signature</u>	<u>Building</u>
<u>Krista Dupee</u>	<u>Krista Dupee</u>	<u>Dexter Elementary</u>
<u>Kelly Biedekapp</u>	<u>Kelly Biedekapp</u>	<u>Dexter Elementary</u>
<u>Helen Ketcham</u>	<u>Helen Ketcham</u>	<u>Dexter Elementary</u>
<u>Kelly Monroe</u>	<u>Kelly A. Monroe</u>	<u>Dexter Elementary</u>
<u>Angela Mehaffy</u>	<u>Angela Mehaffy</u>	<u>Dexter Elementary</u>
<u>Meredith Connell</u>	<u>Meredith Connell</u>	<u>Dexter Elementary</u>
<u>David Rennie</u>	<u>D R</u>	<u>Dexter Elementary</u>
_____	_____	<u>Dexter Elementary</u>

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Name

Signature

Building

Tom Frearz

Tom Frearz

High School

Tina Lane

Tina Lane

High School

Bridget Grimm

Bridget Grimm

High School

parent

Bonnie Diefendorf

Bonnie Diefendorf

High School

Jennifer Nelson

Jennifer Nelson

High School

parent

Ellen Sheen

Ellen Sheen

High School

Amy O'Neil

Amy O'Neil

High School

Dan Mincer

Dan Mincer

High School

Dennis Jones

Dennis Jones

High School

Janel Smith

Janel Smith

High School