

GENERAL BROWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
October 3, 2016
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 K. Smith, Executive Director of Administrative Services; Gary Grimm, Transportation Supervisor/Operations Manager; Kathaleen Beattie, Director of Student Services; Babette Valentine, Curriculum Coordinator; John Wells, Interim Jr.-Sr. High School Principal; Hope Ann LoPresti, Brownville Glen Park Elementary Principal; David Ramie, Dexter Elementary Principal; Staff and Community Members; and Debra Bennett, District Clerk

- **AUDIT COMMITTEE Meeting** - (See agenda)
- **Following adjournment of the Audit Committee:**
 1. Board Action - Approval of the **Independent Auditors' Report** as presented by Laurie Podvin, CPA of Bowers & Co. Motion for approval by Brien Spooner, seconded by Michael Ward, with motion approved 7-0.
 2. Board Action - The General Brown Central School District Board of Education takes action to adopt the following resolution:
BE IT RESOLVED, that effective July 1, 2015, the District shall continue to comply with the procurement standards set forth in previous OMB guidance for two additional fiscal years after 2 CFR §200.110 and its superseding provisions go into effect, with implementation of 2 CFR §200.110 required for the fiscal year beginning after June 30, 2017
Motion for approval by Michael Ward, seconded by Brien Spooner, with motion approved 7-0.
- **PRESENTATION / Discussion of proposed Capital Project** - Bernier Carr & Associates - Jason Jantzi provided a review of the scope and timeline of the proposed project.

CONSENT AGENDA

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

1. Approval of Minutes as listed:
 - September 12, 2016 - Regular Meeting
 - September 26, 2016 - Special Meeting
2. Approval of Buildings and Grounds requests as listed:
 - DEX gymnasium / library - Wednesdays September 14 through November 30, 2016 from 3:35 to 4:45 p.m. - Juniper Tree Yoga - classes
3. Approval of Conferences and Workshops as listed:
 - David Ramie - Elementary Principals Meeting - South Jefferson CSD - September 19, 2016
 - Hope Ann LoPresti - Elementary Principals Meeting - South Jefferson CSD - September 19, 2016
 - Carrie LaSage - Teaching for Inquiry and ESIFC Workshop - Mohawk Regional BOCES - September 23, 2016
 - Lisa M. VanBroeklin - NYSAA Training for Science & Social Studies - JLBOCES - September 26, 2016
 - Kathaleen Beattie - CSE Chairperson Meeting - JLBOCES - September 28, 2016
 - Joseph O'Donnell - Section III AD Meeting - Canastota, NY - October 4, 2016
 - Carrie LaSage - School Library System Communication Coordinator and Council Meetings - Watertown, LaFargeville, Carthage, Beaver River CSD - October 4 and November 30, 2016, February 8 and May 16, 2017
 - Jennifer Augliano - School Counselor Meeting - JLBOCES - October 5, 2016
 - Bridget Grimm - School Counselor Meeting - JBOCES - October 5, 2016
 - Joseph O'Donnell - Frontier League Meeting - JLBOCES - October 5, 2016
 - Jennifer Augliano - Counseling and Administration Work Session - JLBOCES - October 7, 2016
 - Janelle Ferris - NIKE Basketball Clinic - Cleveland, Ohio - October 7, 2016
 - Bridget Grimm - Counseling and Administration Work Session - JLBOCES - October 7, 2016
 - Casey Nicol - Counseling and Administration Work Session - JLBOCES - October 7, 2016
 - Amy O'Riley - EDGE Day - Jefferson Community College - October 7, 2016
 - Renee Powlin - North Country Collaborative STEM Conference - Watertown High School - October 7, 2016

- Jessica Bower - NIKE Basketball Clinic - Cleveland, Ohio - October 7,8 & 9, 2016
 - Katie Clough - NIKE Basketball Clinic - Cleveland, Ohio - October 7,8 & 9, 2016
 - Michael Hartle - Reaching the Peaks of Academic Achievement - Lake Placid, NY - October 13, 2016
 - Kristi Bice - Finance Manager User Group Meeting - JLBOCES - October 18, 2016
 - Erin Heller - Mandatory DoDEA Grant Meeting - Norfolk, VA - October 17-20, 2016
 - Carrie LaSage - Mentors Without Borders for Librarians and Library Roundtables - JLBOCES - October 19, 2016, January 11, 2017 and April 26, 2017
 - Tina Zehr - Applying Occupational Therapy in the Classroom Make & Take - JLBOCES - October 21, 2016
 - Amy O'Riley - Apple Camp - JLBOCES - October 26, 2016 and March 9, 2017
 - Renee Powlin - Greater CNY School Library System Fall Conference - OnCenter, Syracuse, NY - October 26, 2016
 - Carrie LaSage - iTunes U Camp - JLBOCES - October 26, 2016 and March 9, 2017
 - Kelly Cantwell - Helping Your Struggling Readers - Syracuse, NY - October 27, 2016
 - Laurie Comins - Helping Your Struggling Readers - Syracuse, NY - October 27, 2016
 - Tricia Nortz - Helping Your Struggling Readers - Syracuse, NY - October 27, 2016
 - Stephanie Karandy - Spanish RAD/Test Writing - JLBOCES - October 27 & 28, 2016
 - Amy O'Riley - Regional Assessment Writing - JLBOCES - October 27 & 28, 2016
 - Jannell Pickeral - Regional Assessment Writing - JLBOCES - October 27 & 28, 2016
 - Joseph O'Donnell - Lead Evaluator Re-Certification Training - JLBOCES - October 28, 2016
 - Kelley Fahey - Effective Teaching - JLBOCES - October 28, November 28, December 2,19 & 20, 2016
 - Staci Martin - Effective Teaching - JLBOCES - October 28, November 28, December 2,19 & 20, 2016
 - Brittany Mullens - Effective Teaching - JLBOCES - October 28, November 28, December 2,19 & 20, 2016
 - Stephanie Parker - Effective Teaching - JLBOCES - October 28, November 28, December 2,19 & 20, 2016
 - Stephanie Doney - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Stephanie Karandy - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Lindsay Labiendo - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Carrie LaSage - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Daniel Mincer - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Amy O'Riley - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Jannell Pickeral - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Julia Russell - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Dustin Newvine - STANYS 121st Annual Conference & General Meeting - Rochester, NY - November 4,5,6 & 7, 2016
 - Cammy J. Morrison - Statewide School Finance Consortium - Lake Placid, NY - November 14, 2016
 - Lisa K. Smith - Statewide School Finance Consortium - Lake Placid, NY - November 14, 2016
 - Stephanie Karandy - Effective Instructional Practices for Diverse Learners - JLBOCES - November 29, 2016, January 10 and February 16, 2017
 - Amy O'Riley - Effective Instructional Practices for Diverse Learners - JLBOCES - November 29, 2016, January 10 and February 16, 2017
 - Stephanie Karandy - Teachers Institute: Teaching ELLs Across the Content Area - Liverpool, NY - December 9, 2016
 - Lisa M. VanBrocklin - NYSAA Training for ELA / Math - JLBOCES - January 10, 2017 (Jan. 20, 2017 snow date)
 - Lisa M. VanBrocklin - NYSAA Scoring of Science / Social Studies - JLBOCES - February 8,9 & 10, 2017 (Feb. 14,16, and 17, 2017 snow dates)
 - Kathryn Bogart - Elementary Make & Take - JLBOCES - October 27, 2016
 - Kate Wiley - Elementary Make & Take - JLBOCES - October 27, 2016
 - Rebecca Dupee - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Dionne Hamilton - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Nancy K. Hardwick - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Ellen Sheen - Project Based Learning Training - GB JSHS - November 2,3,9 & 10, 2016
 - Kathaleen Beattie - PBIS Conference: Essential Systems for Improving Student Behavior - OCM BOCES - November 4, 2016
 - Amy O'Riley - Teachers Institute: Teaching ELLs Across the Content Area - Liverpool, NY - December 9, 2016
4. Approval of Financial Reports as listed: June / July / August 2016
- 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 Trust & Agency Warrant "T"
 - Approval of Extra-Curricular Activity Fund

REGULAR AGENDA

Other Discussion and Action

1. Public Comments - No requests at this time.
2. Ongoing Agenda Items:
 - Academic Update:
 - ❖ None at this time.
 - Policy Review:
 - ❖ None at this time.
3. Board Information - Payment In Lieu of Taxes (“friendship”) payments received from Frontier Housing Corporation as follows:
 - \$2500 / Poole Memorial Park Apartments / 2013
 - \$2500 / Poole Memorial Park Apartments / 2014
 - \$1000 / Smith Hill Apartments / 2013
 - \$1000 / Smith Hill Apartments / 2014
4. Board Information - Payment In Lieu of Taxes (“friendship”) payments received from PBK Property Management, LLC as follows:
 - \$400 / Brown Park Housing Corporation / 2016
5. Board Discussion / Action - Approval of the Constitution and formation of the following organization, with Mrs. Carrie LaSage to serve as advisor for the 2016-2017 school year:
 - **Teen Advisory Group** (formerly the Library Club)

Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 7-0.
6. Board Action - Approval of **Substitute Instructional and Non-Instructional Personnel-Item #10D**, as continued from the Organizational Meeting held July 1, 2016:
 - **Jeralee Jobson** - Substitute Teacher

Motion for approval by Michael Ward, seconded by Sandra Klindt, with motion approved 7-0.
7. Board Action - Approval of **2016-2017 Class/Club Advisors** as follows:
 Motion for approval by Sandra Klindt, seconded by Brien Spooner, with motion approved 7-0.

Club/Class	Advisor	Club/Class	Advisor
Class of 2017	Ellen Sheen	International Club International Club	Amy O’Riley Jannell Pickeral
Class of 2017	Samantha Streiff	Key Club Key Club	Samantha Streiff Daniel Mincer
Class of 2018	Jon Murphy	Teen Advisory Group	Carrie LaSage
Class of 2018	Susan Menapace	Performing Arts	Frances Seymour
Class of 2018	Donna Keefer	Performing Arts	Corrine Willis
Class of 2019	Jannell Pickeral	Physics/Calculus Club	Susan Menapace
Class of 2019	Lindsay Labiendo	Physics/Calculus Club	Dustin Newvine
Class of 2020	TBD	Recycling Club	Jennifer Nelson
Class of 2020	TBD	SADD	Melissa Zehr
Class of 2021	TBD	Student Council	Michelle Lamon
Class of 2021	TBD	Student Council	Brien Nortz
Class of 2022	TBD	Whiz Quiz	William Covey
Class of 2022	TBD	Yearbook	Casilda Peckham
Jr. Honor Society	Lindsay Labiendo	FCCLA	Hannah Cottrell
Sr. Honor Society	Carrie LaSage	GB Gazette	Michelle Lamon
Sr. Honor Society	Nancy Hardwick		

8. Board Action - Approval is requested for the **General Brown CSD to combine with the Immaculate Heart CSD** (host) for the purpose of athletic competition, pending the approval of NYSPHSAA Section III, to compete in the sport/gender of Boys’ Ice Hockey at the Varsity level for the 2016-2017 school year.
 Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 7-0.

9. Board Action - Approval is requested to allow **Danny Harvill, Camrie Cronrath, Damien Zawatski and Craig Schiff**, to participate with the Immaculate Heart CSD Hockey Team for the 2016-2017 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 Michael Ward, with motion approved 7-0.
10. Board Action - Approval of **School Tax Collector Report**
Motion for approval by Brien Spooner, seconded by Michael Ward, with motion approved 7-0.
11. Board Action - Approval of **Changes/Corrections to the 2016 Tax Roll** for the following parcels:
 - Daniel A. Dingman / Parcel # 81.00-1-4.22 / -\$281.00
 - Michael & Karen Christie / Parcel # 73.72-1-21.4 / -\$281.00
 Motion for approval by Michael Ward, seconded by Sandra Klindt, 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 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 Teachers, therefore:
BE IT RESOLVED, that upon recommendation of the Superintendent of Schools, the following be certified as Lead Evaluator of Teachers:
 - Kathaleen Beattie
 - Hope Ann LoPresti
 - David Ramie
 - Lisa K. Smith
 - Babette Valentine
 - Joseph O'Donnell (*pending re-certification on October 28, 2016)
 - John Wells (*pending re-certification on October 28, 2016)
 Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 7-0.
13. Board Action - Approval is requested to excess obsolete/unusable equipment per BOE Policy #5250:
 - 1995 Chevrolet pickup truck #1GCGK24K1SE226991
 Motion for approval by Daniel Dupee, seconded by Michael Ward, with motion approved 7-0.
14. Board Action - Approval of **Committee on Special Education Reports.**
Motion for approval by Sandra Klindt, seconded by Brien Spooner, with motion approved 7-0.

ADMINISTRATIVE REPORTS - For information only

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

CORRESPONDENCE AND COMMUNICATIONS - For information only

23. Correspondence Log

RECOMMENDATIONS AND ACTION

24. Board Action - **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education hereby takes action to appoint **Tara Cole** as **School Social Worker** in the teaching tenure area of **School Social Worker**, pending the District's receipt of final approval of certification with an effective date of **October 4, 2016** and with an **Annual Salary of \$44,309 (prorated) Step 1, MB+39.**
Motion for approval by Michael Ward, seconded by Sandra Klindt, with motion approved 7-0.
25. Board Action - Personnel Changes as listed:
A motion for approval of the following PERSONNEL CHANGES, with *effective dates* as listed:
RECOMMENDATION and ACTION is made by Daniel Dupee, and seconded by Sandra Klindt. Motion is approved 7-0.

(A) Retirements:

Name	Position	Effective Date
Steven Hoff	Industrial Arts Teacher	*June 23, 2017 (*amended from December 13, 2016)

(B) Resignations as listed:

Name	Position	Effective Date
John Middlestate	Mechanic Helper / Driver	9/28/2016

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Marjorie Cuddeback	Teacher Assistant	\$16,780 annually (prorated), Step 1	4-Year Tenure Track Appointment	10/4/2016
Darrick W. Smith	7-Hour Aide	\$12,294 annually (prorated), Step 1	N/A	10/4/2016

(D) PAID Coaching Appointments as listed:

Name	Fall 2016 Sports	Coaching Certification	Effective Date
Andrew T. Shaw	Varsity Football	(Appointed effective 9/13 as Unpaid Coach-Change to Paid)	9/13/2016
James Covey	Varsity Boys Basketball	Teacher-Coach*	10/4/2016
Michael Hartle	Varsity Wrestling	Teacher-Coach*	10/4/2016
Chad O. Snow	Modified Wrestling	Temporary Coaching License****	10/4/2016
Katie (Clough) St. Pierre	Modified Girls Basketball	Teacher-Coach*	10/4/2016

(E) UNPAID Coaching Appointments as listed:

Name	Fall 2016 Sports	Coaching Certification	Effective Date
Robert Pickeral	Varsity Football	(Appointed effective 8/9 as Paid Coach-Change to Unpaid)	9/13/2016

Coaches possess the following [as mandated by NYSED]:

- Teaching Certificate: Child Abuse / School Violence / DASA / First Aid / CPR / Concussion Workshop / Fingerprint Clearance *
- Temporary or Professional 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 FINAL CLEARANCE from SED:

- **Marjorie Cuddeback** - Teacher Assistant
- **Darrick W. Smith** - Aide

Motion for approval by Jamie Lee, seconded by Brien Spooner, with motion approved 7-0.

ITEMS FOR NEXT MEETING Monday, November 7, 2016 - 5:15 p.m. - Brownville Glen Park Elementary School

27. Introduction of new staff members to the Board of Education

EXECUTIVE SESSION

28. **A motion is requested to enter executive session** for the discussion of contract negotiations pursuant to Article 14 of the Civil Service Law.

Motion for approval by Brien Spooner, seconded by Daniel Dupee, with motion approved 7-0. Time entered: 6:00 p.m.

RETURN TO OPEN SESSION

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

Motion for approval by Cathy Pitkin, seconded by Brien Spooner, with motion approved 7-0. Time: 6:36 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 Cathy Pitkin, seconded by Daniel Dupee, with motion approved 7-0. Time adjourned: 6:36 p.m.

Respectfully submitted:

Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated October 3, 2016