

GENERAL BROWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
November 7, 2016
Brownville Glen Park Elementary Cafeteria

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; 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; Staff, Students and Community Members

- **Introduction** of new Staff Members to the Board of Education by Mrs. LoPresti, Mr. Ramie and Mr. Wells
 - **Academic Update:** Fine Arts - Ms. Davis and Mrs. Timerman facilitated enjoyable instrumental and vocal performances by our Bi-County students.
 - **Presentation / Discussion of Tri-County Energy Consortium** - John Warneck, Executive Director
1. Board Discussion / Action - **BE IT RESOLVED** that the General Brown Central School District Board of Education takes action to affirm participation in the **TRI-COUNTY ENERGY COOPERATIVE SOLAR CONSORTIUM** as put to the following roll-call vote:

Jeffrey West, President	Voting _____
Daniel Dupee II, Vice President	Voting _____
Sandra Young Klindt	Voting _____
Brien Spooner	Voting _____
Jamie Lee	Voting _____
Cathy Pitkin	Voting _____
Michael Ward	Voting _____

The resolution was declared: (Adopted or Not Adopted)

Following a question/answer period and discussion, there was consensus of the Board to table the vote until the December 5, 2016 meeting.

- **Discussion of Proposed Capital Project** - Mr. Jason Jantzi of Bernier, Carr & Associates
Following a question/answer period and discussion, there was consensus of the Board to move forward with a referendum for a Capital Construction Project totaling \$9,351,277.

CONSENT AGENDA

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

1. Approval of Minutes as listed:
 - October 3, 2016 - Regular Meeting
 - October 17, 2016 - Special Meeting
2. Approval of Buildings and Grounds requests as listed:
 - JSHS turf field - October 11, 2016 from 5:00 to 8:00 p.m. - Lyme Central School Boys Soccer playoffs
 - JSHS turf field - October 22, 2016 from 5:00 to 7:00 p.m. - IHC JSHS Girls Sectional Soccer Game
 - DEX gymnasium - Wednesdays October 26, 2016 thru May 17, 2017 from 8:00 to 9:30 p.m. - Men's Basketball practice
 - JSHS turf field - November 3, 2016 from 5:00 to 9:00 p.m. - National Football Foundation & College Hall of Fame CNY Chapter - Senior Football Game - \$5.00 admission to fund scholarships
 - BGP gymnasium - Mondays & Thursdays November 7 thru December 8, 2016 from 6:00 to 8:15 p.m. and Wednesdays & Thursdays December 12, 2016 thru April 3, 2017 from 6:00 to 8:15 p.m. - Mighty Lions PeeWee Wrestling Club practices
3. Approval of Conferences and Workshops as listed:
 - Tara Cole - Battling Opiate/Heroin Addiction In Our Schools - WebEx - October 5, 2016
 - Deanna Guyette - MORIC Technology Showcase - Vernon Downs - October 6, 2016
 - Stephanie Karandy - JCC Edge Conference - Jefferson Community College - October 7, 2016

- Michelle Lamon - JCC Edge/Soar Conference - Jefferson Community College - October 7, 2016
 - Lindsay Pitkin - NIKE Coaching Clinic - Cleveland, Ohio - October 7-9, 2016
 - Rebecca Dupee - Middle School Science Curriculum - JLBOCES - October 14, 2016
 - Rebecca L. Flath - Finance Manager User Group Meeting - JLBOCES - October 18, 2016
 - Kristi Bice - ERS Employer Education Seminar - JLBOCES - October 21, 2016
 - Marti McIntosh - Applying OT Therapy in the Classroom - JLBOCES - October 21, 2016
 - Tara Cole - Substitute Teacher / Teacher Assistant Training - JLBOCES - October 25 & 26, 2016
 - Kylee Monroe - Apple Camp - JLBOCES - October 26, 2016 & March 9, 2017
 - Heather Devine - Elementary Make & Take - JLBOCES - October 27, 2016
 - Erica Hartle - Elementary Make & Take - JLBOCES - October 27, 2016
 - Helen Ketcham - Elementary Make & Take - JLBOCES - October 27, 2016
 - Mary Bucher - Effective Training Level I - JLBOCES - October 28, November 28, December 2 & 19, 2016
 - Dustin Newvine - Effective Training Level I - JLBOCES - October 28, November 28, December 2 & 19, 2016
 - Emily Aumell - Project Based Learning - GB JSHS - November 2,3,9, and 10, 2016
 - Trinia Bartlett - Project Based Learning - GB JSHS - November 2,3,9, and 10, 2016
 - Meredith Connell - Project Based Learning - GB JSHS - November 2,3,9, and 10, 2016
 - Susan Menapace - Project Based Learning - GB JSHS - November 2,3,9, and 10, 2016
 - Kylee Monroe - Project Based Learning - GB JSHS - November 2,3,9, and 10, 2016
 - Jennifer Nelson - Project Based Learning - GB JSHS - November 2,3,9, and 10, 2016
 - Lindsay Pitkin - Project Based Learning - GB JSHS - November 2,3,9, and 10, 2016
 - Lisa Scully - Project Based Learning - GB JSHS - November 2,3,9, and 10, 2016
 - Deanna Guyette - North Country Technology Coordinator Meeting - JLBOCES - November 3, 2016
 - Hannah Cottrell - FCCLA Fall Planning Meeting - Oswego, NY - November 4, 2016
 - Michael Parobeck - DATA Warehouse Workshop - JLBOCES - November 8, 2016
 - Kimberly Foss - OPALS Homepage Workshop - JLBOCES - November 14, 2016
 - Sarah Majo - Art Teacher Round Table - JLBOCES - November 14, 2016
 - Corrine Willis - NYSSMA Conference All-State - Eastman School of Music - Rochester, NY - December 1-4, 2016
 - Erica Hartle - Elementary Make & Take / Math - JLBOCES - December 5, 2016
 - Helen Ketcham - Elementary Make & Take / Math - JLBOCES - December 5, 2016
 - Kate Wiley - Elementary Make & Take / Math - JLBOCES - December 5, 2016
 - James P. Nevers - NYSNA 2016-17 Regional Industry Seminar - Holiday Inn, Liverpool, NY - December 6, 2016
 - Ellen Sheen - Teachers' Institute Teaching ELLs Across the Content - Liverpool, NY - December 9, 2016
 - Kathaleen Beattie - CSE Chairperson Meeting - JLBOCES - November 16, 2016
4. Approval of Financial Reports as listed: September 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 Comment Period - Mr. Tim Ruetten addressed the Board of Education regarding bullying issues and the Board's public comment policy.
2. Ongoing Agenda Items:
 - Academic Update:
 - ❖ Fine Arts
 - Policy Review:
 - ❖ 1st Reading: **Policy #7522 update - Concussion Management**
3. Board Discussion / Action - Approval of Board of Education GOALS 2016-2017 - Following one correction, there was Motion for approval by Daniel Dupee, seconded by Sandra Klindt, with motion approved 7-0.
4. Board Discussion - Sports Waiver - Following discussion, there was consensus of the Board to table this matter.
5. Board Action - **BE IT RESOLVED** that the General Brown Central School District Board of Education takes action to approve the updated **Long Range Financial Plan and Fund Balance Management 2016-2017**. Motion for approval by Brien Spooner, seconded by Sandra Klindt, with motion approved 7-0.

- 6. Board Action - **BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education takes action to approve the **Tenure Appointment of Lisa K. Smith, Executive Director of Administrative Services**, with **effective service date of November 13, 2016**.
Motion for approval by Brien Spooner, seconded by Michael Ward, with motion approved 7-0.
- 7. Board Action - Approval of **Substitute Instructional and Non-Instructional Personnel-Item #10D**, as continued from the Organizational Meeting held July 1, 2016:
 - **Cayla O'Connor** - Substitute Teacher and Substitute Aide
 - **Jennifer S. Bailey** - Substitute Teacher and Substitute Aide
 Motion for approval by Sandra Klindt, seconded by Daniel Dupee, with motion approved 7-0.
- 8. Board Action - Approval of **School Tax Collector Report**.
Motion for approval by Brien Spooner, seconded by Jamie Lee, with motion approved 7-0.
- 9. Board Action - Approval of **Changes/Corrections to the 2016 Tax Roll** for the following parcels:
 - HSW Properties / Parcel # 64.17-1-19 / -\$431.84
 - HSW Properties / Parcel # 64.17-1-20 / -\$754.04
 Motion for approval by Daniel Dupee, seconded by Sandra Klindt, with motion approved 7-0.

The Board will hold a **Special Meeting at 7:00 a.m. on Thursday, November 10, 2016** for the purpose of approving the Final School Tax Report and Final School Tax Warrant.

- 10. Board Action - Approval of **Committee on Special Education Reports**.
Motion for approval by Sandra Klindt, seconded by Michael Ward, with motion approved 7-0.

ADMINISTRATIVE REPORTS - For information only

- 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 - For information only

- 19. Correspondence Log

RECOMMENDATIONS AND ACTION

- 20. 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 Jamie Lee, and seconded by Daniel Dupee. Motion approved 7-0.

(A) Retirements:

Name	Position	Effective Date
Linda Storrs	Bus Driver	June 30, 2017

(B) Resignations as listed:

Name	Position	Effective Date
None at this time		

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Richard Desormeau	Driver / Service	\$27,663 annually (prorated), Step 3	N/A	10/11/2016
Cheryl Byerly	Substitute Food Service Helper	\$9.87 per hour	N/A	10/31/2016
Ashley M. Kudlack	Substitute Food Service Helper	\$9.87 per hour	N/A	10/31/2016
Jamie L. Crump	Substitute Teacher / Substitute Aide	\$70 per day / \$9.76 per hour	N/A	11/07/2016
Cassandra M. LaDuke	Substitute Teacher / Substitute Aide	\$70 per day / \$9.76 per hour	N/A	11/07/2016
Wendy S. Yodice	Substitute Teacher	\$80 per day	N/A	11/07/2016
Susan M. Peak	Substitute Aide	\$9.76 per hour	N/A	11/07/2016
Calin M. Bethel	Substitute Teacher / Substitute Aide	\$70 per day / \$9.76 per hour	N/A	11/07/2016
Tasha M. Pierson	Substitute Teacher / Substitute Aide	\$70 per day / \$9.76 per hour	N/A	11/07/2016
Nikki L. Hutchinson	Substitute Teacher	\$70 per day	N/A	11/07/2016
Regina M. Thomas	Cleaner	\$21,217 annually (prorated), Step 1	N/A	11/08/2016
Monica K. Makuch	Substitute Teacher / Substitute Aide	\$70 per day / \$9.76 per hour	N/A	11/08/2016

(D) PAID Coaching Appointments as listed:

Name	Winter 2016-17 Sports	Coaching Certification	Effective Date
Jon Murphy	Girls Modified Volleyball	Teacher-Coach*	11/01/2016
Catherine Behling	Girls Varsity Volleyball	Teacher-Coach*	11/07/2016
Lindsay F. Pitkin	Girls JV Basketball	Teacher-Coach*	11/07/2016
Malcolm Jones	Girls JV Volleyball	Teacher-Coach*	11/07/2016
Darrick W. Smith	JV Wrestling	Temporary License 2 nd -4 th Renewal****	11/07/2016
Janelle Ferris	Girls Varsity Basketball	Teacher-Coach*	11/07/2016
Matthew J. Fiske	Boys JV Basketball	Teacher-Coach*	11/07/2016
Brian Nortz	Boys Modified Basketball	Teacher-Coach*	11/07/2016
Jessica Bower	Girls Modified Basketball	Teacher-Coach*	11/07/2016

(E) UNPAID Coaching Appointments as listed:

Name	Winter 2016-17 Sports	Coaching Certification	Effective Date
Carrie LaSage	Girls Varsity Volleyball	Teacher-Coach*	11/07/2016

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 ****

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 FINAL CLEARANCE from SED:

- **Megan A. LaSage** - Student Teacher
- **Saddie R. Serviss** - Student Teacher
- **Jamie L. Crump** - Substitute Teacher
- **Cassandra M. LaDuke** - Substitute Teacher
- **Wendy S. Yodice** - Substitute Teacher
- **Cheryl Byerly** - Substitute Food Service Helper
- **Susan M. Peak** - Substitute Aide
- **Ashley M. Kudlack** - Substitute Food Service Helper
- **Regina M. Thomas** - Cleaner
- **Calin M. Bethel** - Substitute Teacher
- **Tasha M. Pierson** - Substitute Teacher
- **Nikki Hutchinson** - Substitute Teacher
- **Matthew J. Fiske** - Coach
- **Monica K. Makuch** - Substitute Teacher

Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 7-0.

ITEMS FOR NEXT MEETING - Monday, December 5, 2016 - 5:15 p.m.

- 22. 2nd Reading / Adoption of Policy #7522 - Concussion Management
- 23. Board Action regarding Tri-County Energy Cooperative Solar Consortium participation

EXECUTIVE SESSION

24. **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 Cathy Pitkin, with motion approved 7-0. Time entered: 6:46 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 Michael Ward, with motion approved 7-0. Time: 7:25 p.m.

MOTION FOR ADJOURNMENT

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

Motion for approval by Daniel Dupee, seconded by Cathy Pitkin, with motion approved 7-0. Time adjourned: 7:25 p.m.

Respectfully submitted:

_____, Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated November 7, 2016