

GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**Regular Meeting**  
Preliminary Agenda  
**August 8, 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:
  - July 1, 2016 - Organizational Meeting
  - July 1, 2016 - Regular Meeting
2. Approval of Buildings and Grounds requests:
  - BGP softball field - August 1-31, 2016 Mondays/Wednesdays/Fridays - 5:30 to 7:30 p.m. - Softball practice - NNYASA 124 Softball
3. Conferences and Workshops:
  - Tina M. Lane - North Country Teachers Technology Fair - Calcium Primary School - August 8, 2016
  - Hope Ann LoPresti - North Country Teachers Technology Fair - Calcium Primary School - August 8, 2016
  - Tina M. Lane - Lead Evaluator Training/Recertification - JLBOCES - August 11, 2016
  - Lisa K. Smith - Lead Evaluator Training/Recertification - JLBOCES - August 11, 2016
  - Marli Eyestone - Enhancing District and Building Culture and Climate - OCM BOCES - Syracuse, NY - August 16, 2016
  - Tina M. Lane - Enhancing District and Building Culture and Climate - OCM BOCES - Syracuse, NY - August 16, 2016
  - Shellie Miner - Enhancing District and Building Culture and Climate - OCM BOCES - Syracuse, NY - August 16, 2016
  - David Ramie - Enhancing District and Building Culture and Climate - OCM BOCES - Syracuse, NY - August 16, 2016
  - Tammy Scordo - Enhancing District and Building Culture and Climate - OCM BOCES - Syracuse, NY - August 16, 2016
  - Lisa K. Smith - State Aid Planning Workshop - JLBOCES - September 27, 2016

**REGULAR AGENDA**

**Other Discussion and Action**

1. Public Comments -
2. Ongoing Agenda Items:
  - Academic Update:
    - ❖ None at this time
  - Policy Review:
    - ❖ None at this time
3. Board Information - 2016-2017 District Organizational Chart
4. Board Information - PIVOT Student Assistance Program Second Semester Report 2015-2016
5. Board Information - Professional Development Day - Thursday, September 1, 2016 beginning at 7:50 a.m. in the auditorium of the Jr.-Sr. High School
6. Board Action - Approval of *Authorizations-Item #7-F*, as continued from the Organizational Meeting held July 1, 2016:
  - Final Tax Collection Dates:
    -

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.
7. Board Action - Approval of *Substitute Instructional and Non-Instructional Personnel-Item #10D*, as continued from the Organizational Meeting held July 1, 2016:
  -

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.
8. Board Action - Approval is requested for **Logan Thompson** to participate with the South Jefferson CSD Swim Team as an independent swimmer for the 2016-2017 season, contingent upon the parents signing a statement releasing General Brown CSD from all liability, transportation and equipment costs and any other fees where applicable.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

9. Board Action - Approval is requested for **Brendan Eyestone** to participate with the Watertown City School District Swim Team as an independent swimmer for the 2016-2017 season, contingent upon the parents signing a statement releasing General Brown CSD from all liability, transportation and equipment costs and any other fees where applicable.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_\_.

10. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the following pay rates for Substitute Non-Instructional staff, effective September 1, 2016:

Substitute Non-Instructional Positions	Daily Rate of Pay
Aide	\$9.76
Nurse	\$13.17
Bus Driver	\$14.61
Food Service Helper	\$9.87
Cleaner	\$10.20
Mechanic Helper	\$12.37

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_\_.

11. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **Academic Intervention Services Plan** for the period from July 1 2016 to June 30, 2018 as revised.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_\_.

12. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **School Tax Warrant** and **School Tax Collection Procedures for 2016**.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_\_.

13. Board Action - **BE IT RESOLVED** that the General Brown Central School District Board of Education takes action to approve the sale of the Energy Performance Lease for 2016 as follows:

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_\_.

**RESOLUTION DATED AUGUST 8, 2016**

**RESOLUTION OF THE GENERAL BROWN CENTRAL SCHOOL DISTRICT AUTHORIZING THE NEGOTIATION, EXECUTION AND DELIVERY OF LEASE AGREEMENTS AND OTHER AGREEMENTS RELATING TO THE ENERGY PERFORMANCE CONTRACT WITH TRAIN U.S., INC.**

WHEREAS, Article 9 of the New York Energy Law (the "Act") authorizes municipalities and school districts to enter into energy performance contracts for the provision of energy services, including but not limited to, electricity, heating, ventilation, cooling, steam or hot water, in which a person agrees to install, maintain or manage energy systems or equipment to improve the energy efficiency of, or produce energy in connection with, a building or facility in exchange for a portion of the energy savings or revenues; and

WHEREAS, the General Brown Central School District (the "School District") issued a Request for Proposals for a performance-based energy savings and operations plan for School District buildings; and

WHEREAS, based on the School District's evaluation of proposals, Train U.S., Inc. ("Train") was selected to develop and implement a performance-based energy savings and operations plan; and

WHEREAS, the School District and Train entered into an Agreement dated \_\_\_\_\_, 20\_\_ (the "Energy Performance Contract"); and

WHEREAS, the School District now intends to authorize the negotiation, execution and delivery of one or more lease agreements with \_\_\_\_\_ (the "Lessor") relating to facilities and improvements to be provided pursuant to the Energy Performance Contract, in an aggregate original principal amount not to exceed \$1,906,085.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the School District, as follows:

Section 1. In accordance with Section 9-103 of the Act, the School District is hereby authorized to enter into one or more lease agreements and related agreements with the Lessor relating to facilities and improvements to be provided pursuant to the Energy Performance Contract, and escrow agreements with a bank or other financial institution approved by the President of the Board of Education, in an aggregate original principal amount not to exceed \$1,906,085 (the "Agreements"), pursuant to which Train and the Lessor will provide equipment, capital improvements, repairs, ongoing preventative maintenance

and other services to improve the energy efficiency of School District buildings, as more particularly described in the Energy Performance Contract and the Agreements.

Section 2. The President of the Board of Education, as chief fiscal officer of the School District, is hereby authorized to negotiate, execute and deliver on behalf of the School District the Agreements and all other certificates or instruments required in connection therewith provided, however, that all amounts payable by the School District pursuant to the Agreements shall be subject to annual appropriation of such payments by the Board of Education. The power to prescribe the terms, forms and covenants of the Agreements, including the designation of one or more of the Agreements as "qualified tax-exempt obligations" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended, is hereby delegated to the President of the Board of Education, as chief fiscal officer.

Section 3. This resolution is intended to constitute the declaration of the School District's "official intent" to reimburse the costs of the improvements described in Section 1 of this resolution with proceeds from the Agreements, as required by Treasury Regulation Section 1.150-2.

Section 4. This resolution is not subject to a mandatory or permissive referendum.

Section 5. The Board of Education hereby determines that the provisions of the State Environmental Quality Review Act and the regulations thereunder have previously been satisfied with respect to the expenditures authorized by this resolution.

STATE OF NEW YORK )  
 ) ss.:  
COUNTY OF JEFFERSON )

I, DEBRA L. BENNETT, Clerk of the General Brown Central School District (the "School District"), DO HEREBY CERTIFY:

That I have compared the attached resolution approved at the meeting of the Board of Education of the School District, held on the \_\_\_ day of August, 2016, with the original thereof on file in my office, and the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that the full Board of Education of the School District consists of seven (7) members; that \_\_\_\_\_ ( ) members of the School District were present at such meeting, that \_\_\_\_\_ ( ) of such members voted in favor of the above resolution; and that the above resolution has not been amended or repealed.

I FURTHER CERTIFY that (i) all members of the Board of Education had due notice of the meeting, (ii) pursuant to Article 7 of the Public Officers Law (Open Meetings Law), such meeting was open to the general public, and due notice of the time and place of such meeting was duly given in accordance with Article 7 of the Public Officers Law, and (iii) the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the School District this \_\_\_ day of August, 2016.

\_\_\_\_\_  
Debra L. Bennett, Clerk  
General Brown Central School District

14. Board Action - Approval of Railroad Crossings for 2016-2017  
Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_ - \_\_\_\_.

15. Board Action - Approval of Committee on Special Education Reports.  
Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_ - \_\_\_\_.

**ADMINISTRATIVE REPORTS**

- 16. School Business Official Report
- 17. Superintendent of Schools Report

**CORRESPONDENCE AND COMMUNICATIONS**

- 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 the following Civil Service positions, effective September 1, 2016:

- School Resource Officer
- Clerk
- Library Aide
- School Social Worker

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_-\_\_\_\_.

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 \_\_\_\_\_, and seconded by \_\_\_\_\_. Motion is approved \_\_\_/\_\_\_.

(A) Retirements:

Name	Position	Effective Date
<b>None at this time</b>		

(B) Resignations as listed:

Name	Position	Effective Date
<b>Lori Bean</b>	7-Hour Aide	8/1/2016
<b>Peggy Giles</b>	4.5-Hour Bus Driver	8/2/2016
<b>Jeremiah Stevens</b>	4-Hour Bus Driver	8/3/2016
<b>Mary M. Bucher</b>	Teacher Assistant	8/31/2016
<b>Jillian L. Goodrich</b>	Teacher Assistant	8/31/2016

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
<b>Dustin R. Newvine</b>	Physics Teacher	\$44,390 Step 1 Masters	Science 7-12 4-Year Tenure Track Appointment to commence 9/1/16-8/31/2020	9/1/2016
<b>Tara N. Cole</b>	Licensed Clinical Social Worker	\$43,503	N/A	9/1/2016
<b>Mary M. Bucher</b>	Elementary Teacher	\$44,390 Step 1 Masters	Elementary K-6 4-Year Tenure Track Appointment to commence 9/1/16-8/31/2020	9/1/2016
<b>Jillian L. Goodrich</b>	Elementary Teacher (AIS)	\$50,600 Step 7 Masters	Elementary K-6 4-Year Tenure Track Appointment to commence 9/1/16-8/31/2020	9/1/2016
<b>Kelley A. Fahey</b>	Special Education Teacher	\$51,640 Step 8 Masters	Special Education 3-Year Tenure Track Appointment to commence 9/1/16-8/31/2019	9/1/2016
<b>Brittany L. Mullens</b>	0.5 Physical Education Teacher	\$22,195 as prorated Step 1 Masters	N/A	9/1/2016
<b>Staci M. Martin</b>	Teacher Assistant	\$16,780 Step 1 Certified	Teacher Assistant 4-Year Tenure Track Appointment to commence 9/1/16-8/31/2020	9/1/2016
<b>Stephanie Parker</b>	Teacher Assistant		Teacher Assistant 4-Year Tenure Track Appointment to commence 9/1/16-8/31/2020	9/1/2016
	Teacher Assistant			
<b>Cindy Fusco</b>	Substitute Teacher	\$90 per day Certified	N/A	9/1/2016

(D) PAID Coaching Appointments as listed:

Name	Fall 2016 Sports	Coaching Certification	Effective Date
<b>Gary (Doug) Black</b>	Varsity Football	Temporary Coaching License 2 <sup>nd</sup> to 4 <sup>th</sup> Renewal ****	8/9/2016
<b>Robert Pickeral</b>	Varsity Football	Temporary Coaching License 2 <sup>nd</sup> to 4 <sup>th</sup> Renewal ****	8/9/2016
<b>Mark Corey</b>	Modified Boys Soccer	Temporary Coaching License ****	8/9/2016
<b>Debra Sheridan</b>	Varsity Boys Soccer	Temporary Coaching License ****	8/9/2016
<b>Jon Murphy</b>	Modified Girls Soccer	Teacher Coach *	8/9/2016
<b>Jessica Bower</b>	JV Girls Soccer	Teacher Coach *	8/9/2016
<b>Thomas Dupee</b>	Varsity Girls Soccer	Teacher Coach *	8/9/2016
<b>Malcolm Jones</b>	JV Boys Soccer	Teacher Coach *	8/9/2016
<b>William K. Covey</b>	Varsity Girls Tennis	Teacher Coach *	8/9/2016
<b>Bethany M. Todd</b>	Varsity Cheer	Temporary Coaching License 1 <sup>st</sup> Renewal ****	8/9/2016
<b>Jennalee H. Price</b>	JV Cheer	Temporary Coaching License ****	8/9/2016
<b>Peter J. Will</b>	JV Football	Professional Coaching License ****	8/9/2016
<b>Mark Heller</b>	JV Football	Professional Coaching License ****	8/9/2016

(E) UNPAID Coaching Appointments as listed:

Name	Fall 2016 Sports	Coaching Certification	Effective Date
<b>Michael T. Bice</b>	Varsity Football	Temporary Coaching License 2 <sup>nd</sup> to 4 <sup>th</sup> Renewal ****	8/9/2016
<b>Andrew T. Shaw</b>	Varsity Football	Temporary Coaching License **** pending completion of CPR course on August 13, 2016	8/14/2016

**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 2<sup>nd</sup>-4<sup>th</sup> 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:

- **Dustin R. Newvine** - Teacher
- **Tara N. Cole** - Social Worker
- **Mary M. Bucher** - Teacher
- **Jillian L. Goodrich** - Teacher
- **Kelley A. Fahey** - Teacher
- **Brittany L. Mullens** - Teacher
- **Staci M. Martin** - Teacher Assistant
- **Stephanie M. Parker** - Teacher Assistant
- **Gary (Doug) Black** - Coach
- **Robert Pickeral** - Coach
- **Mark Corey** - Coach
- **Debra Sheridan** - Coach
- **Thomas Dupee** - Coach
- **Bethany M. Todd** - Coach
- **Jennalee H. Price** - Coach
- **Peter J. Will** - Coach
- **Mark Heller** - Coach
- **Michael T. Bice** - Coach
- **Andrew T. Shaw** - Coach

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_ - \_\_\_\_.

**ITEMS FOR NEXT MEETING Monday, September 12, 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: \_\_\_\_:\_\_\_\_ 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

Preliminary

GENERAL BROWN CENTRAL SCHOOL DISTRICT  
 BOARD OF EDUCATION  
**Annual Organizational Meeting**  
 Unapproved Minutes  
**July 1, 2016 – 7:00 a.m.**  
 General Brown Room - Jr.-Sr. High School

**ORGANIZATIONAL MEETING**

The meeting was called to order at 7:00 a.m. by Superintendent Morrison, followed by the Pledge of Allegiance

**Members Present:** Jeffrey West; Daniel Dupee II; 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; Tina Heckman, High School Principal; Joseph O'Donnell, District Administrator of Discipline and Athletics; Hope Ann LoPresti, Brownville Glen Park Principal; David Ramie, Dexter Elementary Principal; Debra Bennett, District Clerk

1. **The Oath of Faithful Performance in Office** was administered to the following:
  - Brien Spooner and Sandra Young Klindt - Board of Education members re-elected to serve from 7/1/16 - 6/30/19
  - Cammy J. Morrison - Superintendent of Schools
  - Debra L. Bennett - District Clerk
  
2. **Election of Board of Education Officers for the 2016-2017 school year:**
  - The District Clerk called for nominations for the Offices of President and Vice President of the Board of Education
    - 1) A nomination was requested for the **Office of President** of the Board of Education. A motion was made by Sandra Klindt, nominating Jeffrey West. There were no other nominations for President; therefore the motion was seconded by Jamie Lee. The motion was approved 6-0 with Mr. West abstaining
  
    - 2) A nomination was requested for the **Office of Vice President** of the Board of Education, with authority to sign documents in the absence of the President. A motion was made by Jeffrey West, nominating Daniel Dupee II for Vice President. There were no other nominations for Vice President; therefore the motion was seconded by Sandra Klindt. The motion was approved 6-0 with Mr. Dupee abstaining.
  
3. **The Oath of Faithful Performance in Office** was administered by the District Clerk to the elected President and Vice President of the Board of Education.

President West presided over the remainder of the meeting.

4. **Appointment of Officers as listed:**  
 Motion for approval by Brien Spooner, seconded by Daniel Dupee, with motion approved 7-0.

	TITLE	INCUMBENT	PRESENT SALARY	RECOMMENDED
A.	Treasurer Deputy Treasurer	Lisa Smith Rebecca Flath	Per agreement None	Lisa Smith Rebecca Flath
B.	District Clerk	Debra Bennett	Per agreement	Debra Bennett
C.	Internal Claims Auditor	Alvin Hasner	Per agreement	Alvin Hasner
D.	Tax Collector	Donna Keefer	Per agreement	Donna Keefer
E.	Attendance Officers	T. Gunn / L. Gracey / D. Higgins	None	T. Gunn / L. Gracey / D. Higgins

5. **The Oath of Faithful Performance in Office** will be administered by the District Clerk to the above officers within 30 days of their appointment.
  
6. **Other Appointments as listed:**  
 Motion for approval by Sandra Klindt, seconded by Michael Ward, with motion approved 7-0.

	TITLE	INCUMBENT	PRESENT SALARY	RECOMMENDED
A.	Medical Director	Occupational Medicine		Occupational Medicine
B.	School Attorney.....	JLBOCES Ofc of Inter-Municipal Legal Svcs.	Per agreement	JLBOCES Ofc of Inter-Municipal Legal Svcs.
	Bond Attorney.....	Bond, Schoeneck, King	Per agreement	Bond, Schoeneck & King

Organizational Meeting – July 1, 2016

	Special Counsel..... Title IX Hearing Officer...	Ferrara Law Firm O'Hara & Ciotoli	Per agreement Per agreement	Ferrara Law Firm O'Hara & Ciotoli
C.	Extra-Classroom Activity Fund Central Treasurer... Chief Faculty Counselor.. Faculty Auditor.....	Shellie Miner Joseph O'Donnell .....	None None None	Shellie Miner Joseph O'Donnell Tina Lane
D.	Independent Auditor.....	Bowers & Co CPA PLLC	Per agreement	Bowers & Co. CPA PLLC
E.	Internal Auditor.....	Crowley & Halloran	Per agreement	Crowley & Halloran, CPAs
F.	Fiscal Advisor.....	Fiscal Advisors & Marketing, Inc.	Per agreement	Fiscal Advisors & Marketing, Inc.
G.	Chairman District meetings & elections..... BOE meetings.....	Lisa Smith President, BOE	None None	Lisa Smith President, BOE
H.	Records Access and Retention	Lisa Smith Debra Bennett	None None	Lisa Smith Debra Bennett
I.	Capital Assets Preservation Officer	Lisa Smith	None	Lisa Smith
J.	Asbestos Designee	Gary Grimm	None	Gary Grimm
K.	Purchasing Agent	Cammy Morrison	None	Cammy J. Morrison

**7. Authorizations as listed:**

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

A.	Payroll Certification Conferences Workshops Conventions Budget Transfers Adult Education Director District Director of Physical Education District Property Control Officer	Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison Cammy J. Morrison
B.	Title IX Coordinator	David Ramie
	District Sexual Harassment Officers	D. Ramie / L. Smith
	District Complaint Officer	David Ramie
	Dignity Act Building Coordinators: ▪ Brownville-Glen Park Elementary ▪ Dexter Elementary ▪ Jr.-Sr. High School	Hope Ann LoPresti David Ramie Tina Lane
	District Technology Coordinator	Tina Lane
	Odyssey of the Mind Coordinator(s)	D. Ramie / H. LoPresti
	District Pre-K Coordinator(s)	D. Ramie / H. LoPresti
	District Arts in Education Coordinator	Hope Ann LoPresti
	Drug and Alcohol Coordinator	Joseph O'Donnell
	District PDP Coordinator	Babette Valentine
	District Professional Development Committee Coordinator	Babette Valentine
	District Biennial Review Coordinator	David Ramie
	Standardized Testing Coordinator	Tina Lane
	Staff Development Coordinator	Babette Valentine
	Instructional Material Replacement	Babette Valentine
	Reading Coordinator(s)	D. Ramie / H. LoPresti
	Mentor Program Coordinator	Babette Valentine
	Chairperson Committee on Special Education	Kathaleen Beattie
	Section 504 Coordinator	Kathaleen Beattie
	Section 504 District Coordinator	Lisa Smith
	Preschool Education	Lisa Smith
	School Security/Safety Officer	Gary Grimm
	Coordinator Compensatory Programs	Lisa Smith
	Migrant Education	Lisa Smith
	Designated Educational Official (DEO)	Lisa Smith
	AIS Coordinator	Babette Valentine
	Character Education	Hope Ann LoPresti
	District Health Coordinator	Tina Lane
C.	Athletic Director	Joseph O'Donnell



Organizational Meeting – July 1, 2016

D.	<p>Petty Cash Funds:</p> <ul style="list-style-type: none"> <li>▪ Mrs. Lane (Jr.-Sr. High School)</li> <li>▪ Mrs. LoPresti (Brownville Glen Park Elementary)</li> <li>▪ Mr. Ramie (Dexter Elementary)</li> <li>▪ Mrs. Morrison (District Office)</li> <li>▪ Mr. Flath (Bus Garage)</li> <li>▪ Mr. Grimm (Buildings &amp; Grounds)</li> </ul>	<p>\$100 \$100 \$100 \$100 \$ 50 \$ 50</p>
E.	Designation of signature on checks	Lisa Smith
F.	<p>Tax Collection Dates: Section 924-a of the Real Property Tax Law (RPTL) enacted a "Variable Interest Rate Law". The Commissioner of Taxation and Finance will establish a rate by July 15, 2016. (Usually set at 1% per month or 12% per annum)</p>	To be determined
G.	<p>Committee on Special Education-General Brown Central School District CSE Committee:</p> <ul style="list-style-type: none"> <li>▪ Committee on Special Education Alternative Chairperson</li> <li>▪ Student's Parent/Guardian(s)</li> <li>▪ Regular Edu. Teachers employed by GBCSD/School in which child attends</li> <li>▪ Special Edu. Teachers employed by GBCSD/BOCES/School in which child attends</li> <li>▪ School Psychologist</li> <li>▪ GBCSD Representative/Chairperson</li> <li>▪ School Physician</li> <li>▪ Parent Member(s)</li> <li>▪ Related Service Personnel (those servicing the student if not employed by GBCSD): Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/ Audiologist/School Counselors/Student</li> </ul>	<p>Katie Ledbury  Katie Ledbury Kathaleen Beattie Occupational Medicine TBD if required</p>
H.	<p>General Brown CSD CPSE Committee:</p> <ul style="list-style-type: none"> <li>▪ Student's Parent/Guardian(s)</li> <li>▪ Regular Education Teacher of the child</li> <li>▪ Special Education Teacher of the child</li> <li>▪ GBCSD Representative/Chairperson</li> <li>▪ School Physician</li> <li>▪ Parent member(s)</li> <li>▪ Related Service Personnel: Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/Audiologist/Counselors/Social Worker</li> <li>▪ Municipality Representative (County) Agency Representative</li> </ul>	<p>Kathaleen Beattie Occupational Medicine TBD if required</p>
I.	<p>General Brown CSD CSE Sub-Committee:</p> <ul style="list-style-type: none"> <li>▪ Student's Parent/Guardian(s)</li> <li>▪ Regular Edu. Teachers employed by GBCSD/School in which child attends</li> <li>▪ Special Edu. Teachers employed by GBCSD/BOCES/School in which child attends</li> <li>▪ School Psychologist</li> <li>▪ GBCSD Representative/Chairperson</li> <li>▪ Related Service Personnel (those servicing the student if not employed by GBCSD): Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/ Audiologist/School Counselors/Student</li> </ul>	<p>Katie Ledbury Kathaleen Beattie</p>
J.	District Health/Safety Committee	G.Grimm / D. Ramie H. LoPresti / J. O'Donnell T. Lane
K.	All scholarships to be approved as written	

**8. Designations as listed:**

Motion for approval by Sandra Klindt, seconded by Michael Ward, with motion approved 7-0.

A.	Official bank depositories for school accounts	Community Bank, NA
B.	Official newspaper for legal notices	Watertown Daily Times
C.	<p>Regular meeting dates Regular meeting time unless otherwise noted Regular meeting place unless otherwise noted</p>	<p>As per schedule 5:15 p.m. GB Room of JSHS</p>

**9. Bonding of Personnel as listed:**

Motion for approval by Daniel Dupee, seconded by Jamie Lee, with motion approved 7-0.

A.	<p>Treasurer Deputy Treasurer Tax Collector</p>	<p>\$1.1M \$1.1M \$1.1M</p>
----	---	-------------------------------------

Organizational Meeting – July 1, 2016

Central Treasurer Activity Funds	\$110,000
Internal Claims Auditor	\$200,000

All persons and positions required by law and which are covered under the Faithful Performance Blanket Bond for Central Treasurer Activity Funds and Internal Claims Auditor

**10. Other Items as listed:**

Motion for approval by Sandra Klindt, seconded by Michael Ward, with motion approved 7-0.

A.	Re-adoption of all policies, handbooks, operation manuals and code of ethics in effect during the previous years
B.	Re-adoption of the Strategic Action Plan for the 2016-2017 school year
C.	Approval of Mileage Reimbursement Rate at the official IRS rate in effect on this day
D.	Approval of the 2016-2017 listing of Substitute Instructional and Non-Instructional personnel as attached
E.	<p><b>BE IT RESOLVED</b> that the General Brown Central School District Board of Education establishes the following as a standard workday for the purpose of determining days worked reportable to the NYS ERS:</p> <ul style="list-style-type: none"> <li>▪ Cleaners, Driver Service, Head Custodians, Mechanic Helper, and Senior Mechanic - 7 hours per day</li> <li>▪ Account Clerks and Typists - 7.5 hours per day</li> <li>▪ Cook, Nurses, Occupational Therapist, Secretaries and Teacher Aides - 7 hours per day</li> <li>▪ Bus Drivers, Cashiers, Food Service Helpers, and Food Service Helper/Laborer - 6 hours per day</li> </ul> <p>This resolution shall continue in full force and effect until otherwise modified by further action of the Board of Education.</p>
F.	<p><b>BE IT RESOLVED</b> that the General Brown Central School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2016-2017 school year.</p>
G.	Annual Review of vendors as provided

At this time the Board will proceed with the regular meeting agenda.

Organizational Meeting – July 1, 2016

[Attachment #1]

**GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING SCHEDULE  
2016-2017  
(Revised 6-6-16)**

(As approved by the Board of Education - February 8, 2016 and revised on June 6, 2016)

Board of Education meetings will be held in the **General Brown Room** of the JSHS unless otherwise stated.  
**Meeting Time 5:15 PM** (Unless otherwise stated.)  
All executive sessions will be held in the Conference Room of the District Office.

Wednesday - July 1	Annual Organizational Meeting followed by Regular Meeting - Time 7:00 AM
August 8	Regular Meeting
September 12	Regular Meeting
October 3	Regular Meeting
November 7	Regular Meeting
December 5	Regular Meeting
January 9	Regular Meeting
February 6	Regular Meeting
March 13	Regular Meeting
April 10	Regular Meeting
May 8	Regular Meeting followed by Annual Meeting / Budget Hearing at 6:00 p.m.
Tuesday - May 16	Budget Vote / Election - New Gymnasium JSHS - Noon to 9 PM
June 12	Regular Meeting

[Attachment #2]

**2016-2017 Substitute Listing**

**Instructional:**

**Substitute Teachers 2016-2017**

Raymond Anderson  
Catherine Behling  
Ashley Blanchette  
Thomas Campbell  
Christina Corey  
Marjorie Cuddeback  
Kathy Gardner  
Valerie Halpin  
Wendy Johnson  
Julie Keggins  
Cynthia Lamon  
Heather Little  
Andrea Murray  
Cayla O'Connor  
Stephanie Parker  
Elizabeth Perry  
Anthony Pike  
Maria Schueler  
Megan Scordo  
Trishia Seymour  
Tonya Stean  
Nathan Sturdivant  
Nicole Wetzel  
Maria Wietig

**Non-Instructional:**

**Substitute Teacher Aide 2016-2017**

Dawn Comins  
Lori Elmer  
Kathy Gardner  
Carol Grant  
Colleen Hurley  
Cynthia Lamon  
Heather Little  
Debora Manos  
Stephanie Shorkey

**Substitute Food Service 2016-2017**

Breean Black  
Barbara Cross  
Tina Phelan  
Melissa Schillinger

**Substitute Nurses 2016-2017**

Renee Stano

**Substitute Cleaners 2016-2017**

Francis Parker, Jr.  
Scott Topping

**Substitute Bus Drivers 2016-2017**

Willis McIntosh

GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**Regular Meeting**  
Unapproved Minutes  
**July 1, 2016**  
**General Brown Room / Jr.-Sr. High School**

**REGULAR MEETING**

The meeting commenced at 7:05 a.m., immediately following the Organizational Meeting

**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; 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

**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:
  - June 6, 2016 - Regular Meeting
2. Approval of Buildings and Grounds requests:
  - BGP classroom #110 - July 5-August 31, 2016 - 9:30 a.m. to 10:30 a.m. - Tutoring - Heather Devine
  - JSBS classroom - August 15-17, 2016 from 9:00 a.m. to 11:00 a.m. - Review Class - Jolie Rose - Fee \$10
  - JSBS auditorium/GB Room - March 16, 2017 (snow date March 20<sup>th</sup>) from 5:00 p.m. to 8:30 p.m. - JLBOCES for *Scripps Regional Spelling Bee* (General Brown has hosted the Spelling Bee for the past 65 years)
3. Conferences and Workshops:
  - Deanna Gullquist - Deploying IPAD / Apple Workshop - OCM BOCES, Syracuse - June 15, 2016
  - Lisa K. Smith - Northern ASBO Annual Meeting - 1000 Islands Harbor Hotel - June 28, 2016
  - Deanna Gullquist - North Country Teacher Technology Fair - Calcium Primary IRCSD - August 8 and 9, 2016
  - David Ramie - Lead Evaluator Training / Recertification - JLBOCES - August 11, 2016
  - Hope Ann LoPresti - Lead Evaluator Training / Recertification - JLBOCES - August 11, 2016
4. Financial Reports: May 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 - 19 student workers have been hired for summer 2016
4. Board Discussion - NYSSBA's 97<sup>th</sup> Annual Convention & Education Expo - October 27-29, 2016 - Buffalo, NY  
Following discussion, it was determined that Sandra Klindt will attend through JLSBA. No other members wish to attend.

- 5. Board Action - Approval of Jefferson Lewis School Board Association dues for the period of July 1, 2016 to June 30, 2017 - \$430, based on current enrollment. (2015-2016: \$430)  
*Motion for approval by Sandra Klindt, seconded by Jamie Lee, with motion approved 7-0.*

- 6. Board Discussion / Action - Election of delegate and alternate members for the Executive Committee and Legislative Representative of Jefferson-Lewis School Boards Association for the 2016-2017 school year. (2015-2016: Sandra Klindt served as Delegate and Legislative Representative and Brien Spooner as Alternate)

*Nomination of Sandra Klindt as Delegate by Daniel Dupee, seconded by Jeffrey West, with motion approved 6-0 with Dr. Klindt abstaining*

*Nomination of Brien Spooner as Alternate by Jeffrey West, seconded by Daniel Dupee, with motion approved 6-0 with Mr. Spooner abstaining*

*Nomination of Sandra Klindt as Legislative Representative by Jeffrey West, seconded by Michael Ward, with motion approved 7-0.*

- 7. Board Action - Approval of revised GBCSD Academic and 10 Month Calendars for the 2016-2017 school year to reflect the last day of work for 10 month staff.

*Motion for approval by Brien Spooner, seconded by Sandra Klindt, with motion approved 7-0.*

- 8. Board Action - Approval is requested for Julia Gilfillan to participate with the South Jefferson CSD Swim Team as an independent swimmer for the 2016-2017 season, contingent upon the parents signing a statement releasing General Brown CSD from all liability, transportation and equipment costs and any other fees where applicable.

*Motion for approval by Daniel Dupee, seconded by Jamie Lee, with motion approved 7-0.*

- 9. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to complete fund transfers into the following reserve accounts, effective for the fiscal year ending June 30, 2016:

- \$1,500,000 - Capital Fund Reserve
- \$ 350,000 - Retirement Reserve
- \$ 100,000 - Employee Benefits Accrued Liability Reserve

*Motion for approval by Brien Spooner, seconded by Sandra Klindt, with motion approved 7-0.*

- 10. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the following pay rates for Substitute Instructional staff, effective September 1, 2016:

Substitute Instructional Positions	Daily Rate of Pay
Teacher-Non Certified	\$70
Teacher-Bachelor's/Non-Certified	\$80
Teacher-Certified	\$90

*Motion for approval by Sandra Klindt, seconded by Michael Ward, with motion approved 7-0.*

- 11. Board Action - Approval of Committee on Special Education Reports

*Motion for approval by Daniel Dupee, seconded by Brien Spooner, with motion approved 7-0.*

**ADMINISTRATIVE REPORTS - For information only**

- 12. School Business Official Report

**CORRESPONDENCE AND COMMUNICATIONS - For information only**

- 13. Correspondence Log

**RECOMMENDATIONS AND ACTION**

- 14. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **Joint Food Service Manager Memorandum of Agreement for the 2016-2017 School Year** between the Lyme Central School District / General Brown Central School District / James P. Nevers, GBCSD Food Service Manager / Christine Couse, Lyme CSD Cafeteria Manager, and authorizes the President of the Board of Education to sign same.

*Motion for approval by Brien Spooner, seconded by Michael Ward, with motion approved 7-0.*

- 15. Board Action - Personnel Changes as listed:

*A motion for approval of the following PERSONNEL CHANGES, with effective dates as listed: RECOMMENDATIONS and ACTION is made by Brien Spooner, and seconded by Sandra Klindt. Motion is approved 7-0.*

(A) Retirements:

Name	Position	Effective Date
<b>Steven Hoff</b>	Industrial Arts Teacher	12/13/2016 <b>(Corrected date from 12/13/2017)</b>
<b>Gary Rowe</b>	Cleaner	7/31/2016
<b>Eric Farr, Jr.</b>	Custodian	10/01/2016

(B) Resignations as listed:

Name	Position	Effective Date
<b>Erin Smith</b>	Science Teacher	8/31/2016

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
<b>Becky S. Humiston</b>	Substitute Teacher / Substitute Aide	\$65 per day / \$9.39 per hour	N/A	7/2/2016
<b>Scott J. Topping</b>	Cleaner	\$21,217 annually, Step 1	N/A	7/5/2016

16. 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:

- **Becky S. Humiston** - Substitute Teacher
- **Scott J. Topping** - Cleaner

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

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

- 17. Discussion of possible survey of teachers and community members
- 18. Discussion of coordination of bell schedules with neighboring districts

**Motion for Adjournment:**

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

Motion for approval by Jamie Lee, seconded by Michael Ward, with motion approved 7-0. Time adjourned: 7:26 a.m.

Respectfully submitted:

\_\_\_\_\_  
Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated July 1, 2016

*Enclosures:*

*Board of Education Meeting Schedule for 2016-2017 (as revised 6-6-16)*

*Academic & 10 Month Staff Calendars for 2016-2017 (as revised 7-1-16))*

# GENERAL BROWN CENTRAL SCHOOL DISTRICT

## General Brown Junior-Senior High School

17643 Cemetery Road  
Dexter, NY 13634  
Tel 315-779-2300 / Fax 639-3444

## Brownville/Glen Park Elementary School

PO Box 10  
Brownville, NY 13615  
Tel 315-779-2300 / Fax 788-6976

## Dexter Elementary School

415 East Grove Street  
Dexter, NY 13634  
Tel 315-779-2300 / Fax 639-6845



## Board of Education

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

[www.gbliions.org](http://www.gbliions.org)

TO: Cammy J. Morrison, Superintendent of Schools

FROM: Gary Grimm, Transportation Supervisor / Operations Manager

SUBJECT: Railroad Crossings

DATE: August 3, 2016

Listed and described below are the railroad crossings used by our buses, in the area of our school district. These crossings are noted in each bus route involved.

1. The crossing on Bradley Street Road guarded by flashing lights

Listed and described below are the railroad crossings used by our buses, but not within our school district. These crossings are noted in each bus route involved.

1. The crossing on Burdick Street between Bradley and LeRay Streets.
2. The crossing on Noble Street between Main Street and Co. Rt. 46 in Evans Mills

Approved by Board of Education - \_\_\_\_\_, 2016



# **ACADEMIC INTERVENTION SERVICES**



**GENERAL BROWN SCHOOL DISTRICT  
DEXTER, NEW YORK**

# TABLE OF CONTENTS

## **ACADEMIC INTERVENTION SERVICES (AIS)**

Definition .....	2
Commissioner’s AIS Regulations and Guidelines .....	2
Scheduling Options.....	4
Academic Intervention Program.....	5
Flowchart .....	7

## **ACADEMIC INTERVENTION COMPONENTS**

Academic Intervention Criteria.....	8
Delivery of Services .....	10
Student Exit Criteria .....	11

## **ACADEMIC INTERVENTION RECORDS**

Storage and Maintenance .....	11
-------------------------------	----



## **DEFINITION**

**Academic Intervention Services (AIS)** are services designed to help students achieve the learning standards in English Language Arts and mathematics in grades K-12 and social studies and science in grades 4-12. These services include two components:

- Additional instruction that supplements the general curriculum (regular classroom instruction); and/or
- Student support services needed to address barriers to improve academic performance

The intensity of such services may vary, but must be designed to respond to student needs as indicated through the State assessments results and/or the district-approved procedure that is consistent throughout the district at each grade level.

Academic Intervention Services shall be made available to students with disabilities on the same basis as nondisabled students, provided, however, that such services shall be provided to the extent consistent with the individualized education program developed for such student pursuant to section 4402 of the Education Law.

### **Review of the Commissioner's Academic Intervention Services (AIS) Regulations and Guidelines**

**Districts and schools are accountable for the following:**

- Board of Education-approved District AIS Plan by July 1, 2000
- District AIS Plan is to be revised every two years, beginning with July 1, 2002

- Purpose of the mandate and plan are to serve students not performing at the proficiency level (determined on an annual basis by State Education) on State exams and/or not passing Regents examinations in five required subject areas
- District must approve a uniformly applied procedure for identifying students in need of AIS

Intensity of services must be designed to respond to student needs based on State assessment results and/or district-adopted, uniform procedure for each grade and subject across the district.

Additional instruction means provision of extra time for focused instruction and/or increased student-teacher instructional contact time to help students achieve the NYS Learning Standards, perform at the proficiency level (level 3 or above) on State exams, and pass Regents examinations in five subject areas.

Support services examples which do not include direct academic instruction:

Attendance problems  
Health-related issues

Discipline problems  
Nutrition-related issues

Family-related issues  
Mobility / transfer issues

### **Relationship of AIS and Special Education:**

- Academic Intervention Services are provided to students in addition to the core curriculum. Administration of these services should not supplant the core curriculum instruction not any Special Education Services.
- Academic Intervention Services are general education services and will not be indicated on the student's IEP.
- The Committee on Special Education cannot recommend a student for AIS.
- Academic Intervention Services shall be made available to students with disabilities on the same basis as nondisabled students

## **Required Provision for Academic Intervention Services:**

- All services are to be provided by qualified, appropriately-certified professional staff
- All services are to be described with related intensity levels
- Assessments used for AIS determination are to be described with the multiple measures and benchmarks identified for each grade and subject area
- Notice to parents of student participating in AIS includes summary of academic intervention services, reason student needs such services, and consequences of not achieving expected performance levels
- Parental notices are to be in the native language of the family
- Schools will maintain an AIS record on each student served
- Schools are to report the student's AIS progress at least once each quarter during the regular school year

## **SCHEDULING OPTIONS FOR AIS INSTRUCTION**

- **Co-teaching**: Where one or more additional staff are scheduled (daily or a few times per week depending upon the intensity of service needs) to teach with the regular classroom teacher so additional help is given to AIS students
- **In Class Small Group Approach**: Following the instructional time, a small group of identified students are provided additional instruction by another certified teacher, typically a reading or math support teacher; other students continue to work with the classroom teacher
- **Additional Class or Period**: Instruction should be jointly planned by the classroom teacher and the AIS support teacher to mutually address the needs of the identified student and to coordinate instructional content and approaches

## **Academic Intervention Program**

**Academic Intervention Services** are required by NYS Commissioner's Regulations 100.2 (ee) for students who score below designated performance levels on State assessments, or who are at risk of failing to meet State standards.

### **Title I and AIS Programs**

Title I schools may include science and social studies programs provided that ALL students requiring ELA and Math services are served first.

### **Title I / AIS and the Annual Program Information Report**

The District will keep records that indicate the number of students served and which standard areas. This data will be transmitted as part of the annual Program Information Report for Title I schools.

### **Determining when a Student can be Discontinued from Title I / AIS Programs**

Students may be discontinued from AIS / Title I Program services when they

- Achieve the designated performance level on the next State assessment; or
- Meet the criteria established for acceptable performance on multiple measures in the district-approved procedure that indicates that the student has met or is likely to meet the State learning standards.

### **Comprehensive District Education Plans (CDEPS)**

If a district follows the program of services outlined in the AIS district description to implement Title I services, the programs are one and the same. However, all federal requirements pertaining to Title I programs must also be met:

- Submission of an application and application supplement to SED for approval
- Parent Involvement Policy / School Parent Compact
- Inclusion of service for migrant, homeless, neglected, delinquent, nonpublic students
- Poverty criteria for allocation of funds
- Building plans for school wide schools
- Program reporting

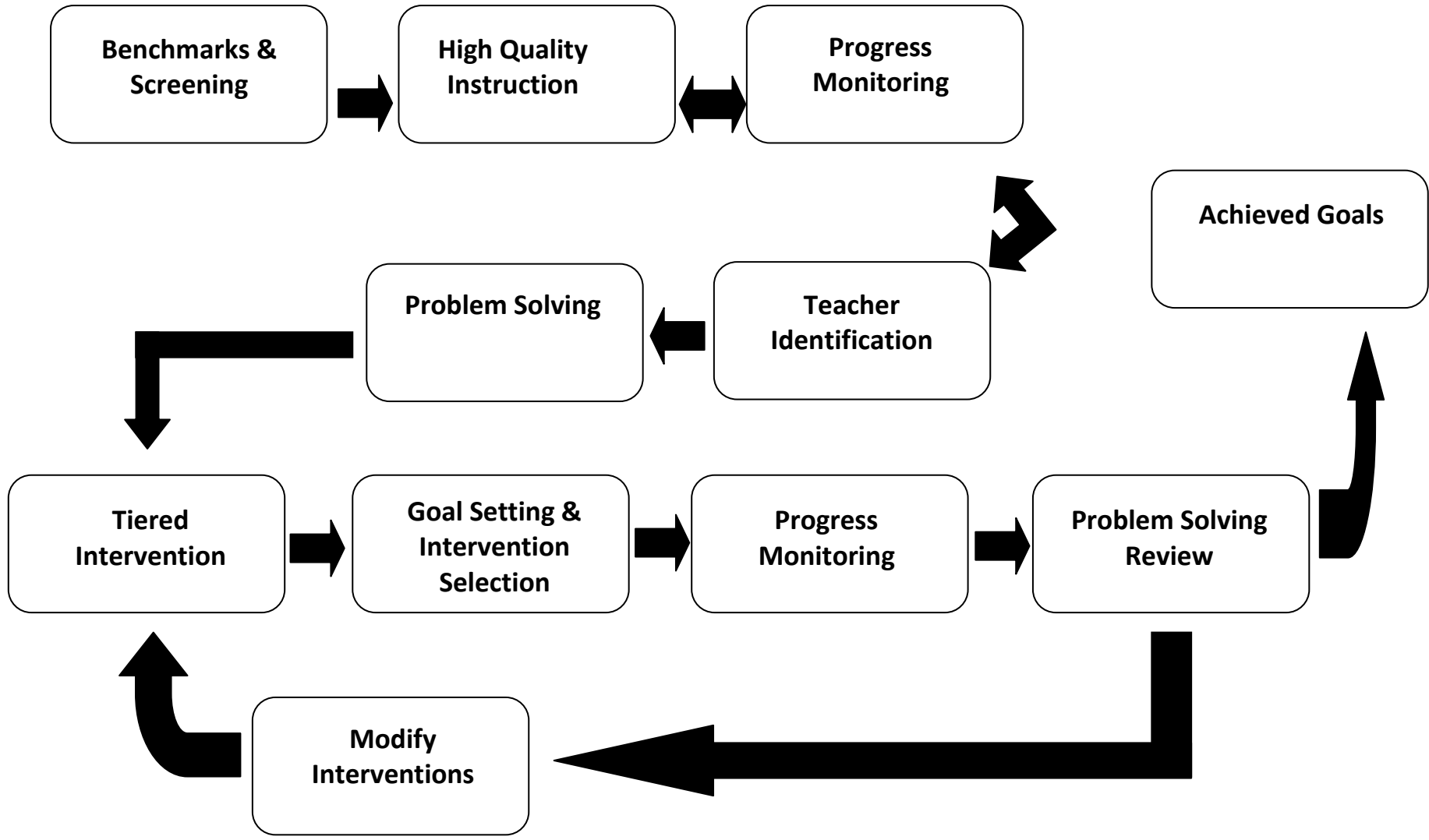
\*Title I funds supplement the amount of funds that would, in the absence of such federal funds, be made available from non-federal sources for the education of pupils participating in such programs and do not supplant such funds.

\*\*AIS services require additional instructional time and / or support services beyond the instruction that would pertain to students not receiving AIS.

\*\*\***Special Education (IDEA)** funds cannot be used for AIS services for students with disabilities.



**K-12 RTI/AIS Initiative**  
**What does RTI/AIS need to look like?**



## **K-12 Academic Intervention Identification Criteria**

### **K-3**

**Meet at least one of the following criteria:**

- Critical Score on the Universal Screenings or Curriculum Based Measures (CBMs) as administered as part of the district RTI program
- A failing grade in Language Arts or Math for two consecutive quarters
- Poor scores on screening for new students
- Records indicating services at previous schools
- Scored below established proficiencies on local benchmarks (2<sup>nd</sup> and 3<sup>rd</sup> grades only)

### **4-6**

**Meet at least one of the following criteria:**

- Below the critical score on the NYS ELA and/or Math assessments
- Critical Score for Oral Reading Fluency on the Universal Screenings or Curriculum Based Measures (CBMs) as administered as part of the district RTI program (4<sup>th</sup> grade only)
- A failing grade in Language Arts or Math for two consecutive quarters
- Poor scores on screening for new students
- Records indicating services at previous schools
- Scored below established proficiencies on local benchmarks

## **7-8**

**Meet at least one of the following criteria:**

- Below the critical score on the NYS ELA and/or Math assessments
- Scored below established proficiencies on local benchmarks
- Records indicating services at previous school

## **9-12**

- A failing score on a required Regents Exam for graduation (failing to meet the state standard)
- Scored below established proficiencies on local benchmarks
- Below the critical score on the NYS ELA and/or Math assessments (Grade 9 only)
- Records indicating services at previous schools

## **AIS Checkpoints and Assessments**

Universal Screenings and Curriculum Based Measures (CBMs)

- Kindergarten-4

ELA and Math local benchmark assessments

- Grades 2-10

NYS Assessments

- Grades 3-12

### **Delivery of Services, K-6:**

At the elementary level, Academic Intervention Services are administered by highly qualified staff. Certified reading teachers provide support in the area of English Language Arts, typically as part of reading instruction. Instruction is made congruent to that occurring in the classroom in terms of both content and approach. Students who require support in other content areas are also serviced, especially where difficulties with reading and writing impact on performance in core academic subjects.

All teachers, including reading-certified teachers, serve as Response to Intervention (RTI) specialists for K-12 students. Working one-on-one or with small groups, interventions are put in place and the progress of these students is monitored accordingly.

Teacher Assistants (who hold NYS “Common Branch” Teacher Certification) function similarly, under the direction of the teachers from whose classrooms the children are being “pulled.” They may adopt a co-teaching posture or assist with small groups.

### **Delivery of Services, 7-12**

At the secondary level, Academic Intervention Services are administered by highly qualified staff. Certified teachers provide support in the areas of English Language Arts and mathematics.

AIS services can be provided as an additional class to the students’ schedules or in the form of a co-teaching model where additional staff members work with the regular classroom teacher so that additional academic assistance can be given. Lessons are designed to improve a student’s skills in relation to the New York State Learning Standards.

Teacher Assistants (who hold NYS “Common Branch” Teacher Certification) function similarly, under the direction of a teacher. In most cases the Teacher Assistant works with a subject area specialist in a co-teaching situation.

## **Student Exit Criteria**

*Teachers may recommend a student exit AIS services by providing a combination of the following evidence:*

### **Elementary:**

- Scoring above minimum on a NYS Assessment
- Scoring proficiency on local benchmarks or universal screenings
- Sustained improvement in grades

### Elementary:

- Scoring above minimum on a NYS Assessment
- Scoring proficiency on local benchmarks or universal screenings
- Sustained improvement in grades

### Secondary

- Scoring above minimum on a final/NYS Regents exam
- Scoring proficiency on local benchmarks
- Sustained improvement in grades

## **Storage and Maintenance of Records, K-12**

The following Academic Intervention Services records will be stored in the Curriculum Office:

- Referral Form
- Entrance letter
- Exit letter (if applicable)
- Quarterly progress reports sent home to parents
- Monthly instructional notes

\*Records will be kept until successful completion of the 8th grade assessment, or until the student graduates.

MOTION CONCERNING TAX WARRANT  
(Collector Appointed to Serve on a Salary Basis)  
Tax Collection Procedures

Board of Education Meeting  
August 8, 2016

Motion made by \_\_\_\_\_

Seconded by \_\_\_\_\_

**WHEREAS:**

Chapter 73 of the Laws of 1977, amended Section 1318, subdivision 1 of the Real Property Tax Law and

**WHEREAS:**

The entire fund balance at the close of the last fiscal year must be applied in determining the amount of school tax levy except for an amount not to exceed 4% of the current school year budget; and

**WHEREAS:**

This latter amount may be held as surplus funds during the current school year; now therefore

**BE IT RESOLVED:**

That the Board of Education retain as surplus funds, \$ 895,000.00 \_\_\_\_\_ from the total fund balance to be applied to the reduction of tax levy.

**BE IT ADDITIONALLY RESOLVED AS FOLLOWS:**

To the collector of General Brown Central School District of Brownville and Dexter, Towns of Brownville, Pamela, Hounsfield, Watertown, and Lyme, City of Watertown, County of Jefferson, State of New York

You are hereby commanded:

1. To give notice and start collection on September 1, 2016.  
(In accordance with the provision of Section 1322 of the Real Property Tax Law)
2. To give notice that tax collection will end November 4, 2016.
3. To collect taxes in the total sum of \$ 7,569,550.00 = (\$ 7,521,050.00 District Levy plus \$48,500.00 Library Levy) in the same manner that collectors are authorized to collect town and county taxes in accordance with provisions of Section 1318 of the Real Property Tax Law.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education. The board may recall its warrant and tax rolls for correction of errors of omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection of statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Sections 540 and 544 of the Real Property Tax Law.

6. To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to add three percent interest penalties to all taxes collected during any part of the third month of the tax collection period and to account for such sums as income due to the school district.
7. To issue receipts only on forms provided by the school district in acknowledgement of receipt of payments of taxes and to retain, preserve and file exact carbon copies of all such receipts issued as required by Section 987 of the Real Property Tax Law.
8. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town and assessed valuation, tax rate, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.
9. Installment payments will be collected by the school tax collector for the first payment only. The remaining payments will be collected by the Treasurer of Jefferson County for the current tax warrant.

The warrant is issued pursuant to Sections 910, 912, and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the Board of Education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision of the Real Property Tax Law.

**Signatures – Board of Education:**

**Vote**

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

Signed in the affirmative by all BOE members present:

This warrant is for use by trustees of common school districts and boards of education in union free, central and village superintendencies. (The word trustee as used throughout the explanation below refers to trustee, trustees or board of education alike.)

**BUDGET**

**GENERAL DIRECTIONS TO TRUSTEE (S)  
AND BOARDS OF EDUCATION**

**WARRANT ISSUED BY UNION FREE AND  
CENTRAL SCHOOL DISTRICTS**

1. Prepare or cause to be prepared the tax list, extend or cause to be extended the taxes to be collected, and total or cause to be totaled the amounts of the tax levy by towns. The Town Board of Assessors is required to furnish a duplicate copy of the appropriate portion of the town assessment roll on or before August 1. (*Real Property Tax Law Section 1302 (2)*) but such lists must be checked for completeness and accuracy even though this requires going back to the town assessment roll and/or the previous year's school tax list, as school authorities are not relieved from full responsibility for ascertaining whether real property is within the school district boundaries.

If any improvements on land destroyed or exemptions added between June 1st. (May 1st, effective January 1, 1964) and date of confirmation of roll see *Real Property Tax Law Section 1302 (3)*.

2. Attach to the tax list the tax warrant signed by the sole trustee or by at least a majority of the trustees or board of education to direct and establish authority of the collector (*Real Property Tax Law Section 1318 (1)*).

3. Fill in "Estimated Receipts" and "Estimated Expenditures" from the "Annual School Budget Form" presented and approved at the annual school meeting (*Real Property Tax Law Section 1306 (1)*).

4. Fill out the tax report to district superintendent, Form 3, in the trustee's Order-Check Book and forward this report to the district superintendent at the time this warrant is placed in the hands of the collector. Union free, central and village districts have a separate Form for Report of Tax Levy.

5. The trustee (s) or board of education may not legally turn the warrant and tax list over to the collector until said collector is duly bonded. The purchase of a fidelity bond by the trustee (s) is a proper charge against the school district. The trustee (s) shall indorse his (their) approval on the bond and forward it to the district superintendent, who will indorse his approval and either the superintendent or trustee (s) shall file the same in the office of the county clerk of the county in which the collector resides (*Education Law, sections 2124 and 2130.5*).

6. On or before September 1st, but not before thirty-one days after tax is voted, place the tax list in the hands of the collector (*Real Property Tax Law Section 1306 (1), 1318 (2)*).

7. No corrections or additions may be made to the school tax roll or refunds of taxes made by the trustee (s) or board of education without the approval in writing of the district superintendent in all cases of districts within the jurisdiction of a district superintendent and without the written approval of the commissioner of education in many cases. See (*Real Property Tax Law Section 1316*).

8. The regular tax warrant authorizing the collection to start on or before September 1st should be issued to expire before November 15th, so that the return tax claim may be filed by November 15th. The trustee, as an emergency measure, may grant the collector a renewal of a special school tax warrant but not beyond the time it must be returned to the County Treasurer by dating and signing his indorsement on the face of the warrant, (*Real Property Tax Law Section 1318 (3), 1330 (2)*).

9. The trustee shall require the collector to return the warrant immediately after its expiration. At the same time the collector shall make a full and complete statement of the taxes remaining unpaid on forms provided by the county treasurer. Said statement shall include amount of interest on unpaid taxes if collector received compensation in lieu of fees (*Real Property Tax Law Section 1330 (1)*). On or before the 15th day of November the trustee (s) shall file with the county treasurer and return tax claim bearing certificate of the trustee(s) and the collector's affidavit. Said certificate should state that the statement has been compared with original tax roll and is correct (*Real Property Tax Law Section 1330(2)*).

10. Within 15 days after this tax list and warrant is returned to the trustee (s) by the collector, it must be filed with the district superintendent (*Real Property Tax Law Section 1330 (3)*), who in turn must file it with the town clerk of the town in which the principal school building of the district is located, on or before July 1st of each year. In superintendencies it shall be filed directly with the town clerk by the board of education.

11. For equalization in school districts located in more than one town or city, see (*Real Property Tax Law Section 1314*).

12. For districts allowing installment payments, see (*Real Property Tax Law Section 1340*).

1. The board of education should, by resolution duly adopted, authorize its warrant to be attached to the tax list. This resolution fixing the amount of the total levy confirms the extension of the roll and fixes the exact date of validity of the tax lien upon the real property.

2. Tax warrants should be issued for a specific period, as determined by the board of education, this period to be not less than one month nor to extend later than the date on which return of taxes must be made. For example, the warrant could be issued for the period September 1 through November 10, thus allowing five days for preparing and filing the returned tax certificate by November 15.

3. The board of education should instruct the collector to make a report in writing at the expiration of the warrant, listing by towns the total assessed valuation, the tax rate, the total tax levy, the total amounts collected and the total amounts remaining uncollected, together with interest.

4. On receipt of the collector's account of unpaid taxes, the board of education, on comparing the collector's return of unpaid taxes with the original tax list and determining that it be correct, shall so certify and immediately transmit the account, affidavit and certificate to the treasurer of the county so that the same shall be received by him not later than the 15th day of November following the levy of the tax (*Real Property Tax Law Section 1330 (2)*).

**APPOINTMENT OF COLLECTOR BY BOARD OF EDUCATION**

1. The resolution of appointment should place this officer either on a fee basis as provided by *Real Property Tax Law Section 1328*, or on a salary as provided by *Section 2130 of the Education Law*.

2. In a school district in which the collector receives a fixed compensation in lieu of fees the delinquent tax penalties are fixed by law as follows:

*All of the taxes remaining unpaid after the expiration of the one month period bear interest at the rate of 1 per cent per month, until the return of the collector's warrant. The account of unpaid taxes filed with the county treasurer should include the amount of the taxes remaining unpaid, plus the amount of such interest on such unpaid taxes as computed as of the date of the return of the collector's warrant. All such interest collected by the district tax collector or paid by the county treasurer shall belong to the school district.*

3. In a school district in which the collector is on a fee basis, the collector may retain only such fees as are actually collected by the collector. No collector's fees based on delinquent taxes reported as unpaid may be added to the return tax claim.

**DIRECTIONS TO COLLECTOR**

1. Read warrant and ascertain that it is properly signed and dated by sole trustee or a majority of trustees or board of education.

2. Return this warrant and original tax list to the trustee (s) or board of education at date of expiration.

3. Obtain from the county treasurer's office the necessary blank forms on which to make your complete account of all taxes remaining unpaid at the time of the expiration of the warrant.

4. Return to the trustee (s) or board of education your complete account of unpaid taxes, certifying by your signed affidavit that "after diligent efforts you are unable to collect," witnessed by any notary public, justice of the peace, or any other officer authorized to administer oaths. The trustee (s) or board of education, on comparing your return of unpaid taxes with the original tax list and determining that it be correct, shall so certify and immediately transmit the account, affidavit and certificate to the treasurer of the county so that the same shall be received by him not later than the 15th day of November following the levy of the tax.

5. Complete and file the collector's tax report showing by towns the totaled assessed valuation, the tax rate, the total tax levy, the total amount collected and the total amounts remaining uncollected.

**Estimated Receipts:**

Surplus estimated to be available for appropriations	\$ _____
State Aid	_____
Federal Aid	_____
Tax on Property	_____
Tuition	_____
Other Sources	_____
Total Revenues (Estimated)	\$ _____

**Estimated Expenditures:**

Board of Education	\$ _____
Central Administration	_____
Instruction - Regular Day School	_____
Instruction - Special Schools	_____
Community Services	_____
Transportation	_____
Operation & Maint. of Plant	_____
Undistributed Expenses	_____
Debt Service	_____
Inter-fund Transfers	_____
Total Estimated General Fund Expenditures	\$ _____

**Other Purposes For Which Taxes are Levied**

Specify	\$ _____
_____	_____
_____	_____

Balance-End of Budget Year (use only for a Planned Balance)

Total Estimated Expenditures and Planned Balance	\$ _____
--	----------

**TAX WARRANT**

See Attached Spreadsheet:  
To the collector of school district No. General Brown Central School towns of Brownville, Lyme, Hounsfield, Pamelaia, Watertown City of Watertown in the counties of . . . . . Jefferson . . . . . State of New York

You are hereby commanded:  
District Levy 77,521,050.00 plus Library Levy 48,500.00  
1. To collect taxes in total sum of \$ 7,569,550.00 in the same manner that collectors are authorized to collect town and county taxes.

2. To give notices in accordance with *Section Real Property Tax Law Section 1322, 1338*.

3. To receive from each of the taxable corporations and natural persons on the attached tax roll the sums listed or so much thereof as is voluntarily paid to you within one month from date of this warrant, together with one cent on each dollar thereof, where collector is on fee basis.

4. To collect after the expiration of one month the residue of the sums not paid, together with the fees prescribed in *sections Education Law 2130 and Real Property Tax Law Section 1328*.

5. To return this warrant within .87. days and if any taxes in this list shall be unpaid at that time you shall deliver to us an account thereof.

This warrant is issued by authority of article 13 of the *Real Property Tax Law*, and has the same force and effect as a warrant and tax list issued by the board of supervisors. It is effective immediately after it is properly signed by the trustee or a majority of trustees.

Given under . . . . . hand this .8th. day of August. . . . . 2016

Signatures of trustee (s)  
.....  
.....  
.....

NOTE: THE AMOUNT OF TAXES TO BE COLLECTED SHOULD CORRESPOND WITH THE TOTAL ENTERED ON THE SUMMARY ON THE BACK OF THIS FORM.



**GENERAL BROWN CENTRAL SCHOOL DISTRICT  
2016-2017 TAX RATE COMPUTATION - FINAL**

TOWN	ASSESSED VAL (include clergy)	EQUAL RATE	FULL VAL BY TOWN	TOTAL VAL SCHOOL DIST	% TO BE LEVIED	AMOUNT TO BE LEVIED TOTAL	AMT TO BE LEVIED	ASSESS VAL BY TOWN (no clergy)	TAX RATE PER ASSESS	TAX RATE PER \$1.00	\$ INCREASE IN TAX RATE	% INCREASE IN TAX RATE
BROWNVILLE	\$461,107,515.00	1.0000	\$461,107,515.00	\$786,307,614.42	0.5864213	\$7,521,050.00	\$4,410,503.74	\$461,107,515.00	0.00956502	\$9.565022	(\$5.209535)	-35.260174%
PAMELIA	\$133,401,302.00	0.5700	\$234,037,371.93		0.2976410		\$2,238,572.72	\$133,401,302.00	0.01678074	\$16.780741	\$0.223048	1.347097%
HOUNSFIELD	\$28,798,539.00	1.0000	\$28,798,539.00		0.0366250		\$275,458.67	\$28,797,039.00	0.00956552	\$9.565521	(\$0.038445)	-0.400307%
WATERTOWN	\$33,313,126.00	0.6350	\$52,461,615.75		0.0667189		\$501,796.53	\$33,313,126.00	0.01506303	\$15.063028	\$0.288471	1.952482%
LYME	\$6,493,551.00	1.0000	\$6,493,551.00		0.0082583		\$62,110.96	\$6,493,551.00	0.00956502	\$9.565022	(\$0.038440)	-0.400267%
WATER-CITY	\$3,136,300.00	0.9200	\$3,409,021.74		0.0043355		\$32,607.37	\$3,136,300.00	0.01039676	\$10.396764	(\$0.516261)	-4.730691%
Total	\$666,250,333.00		\$786,307,614.42		1.0000000	\$7,521,050.00	\$7,521,050.00	\$666,248,833.00				

**2016-2017 Library Tax Rate Computation**

TOWN	ASSESSED VAL +clergy	EQUAL RATE	FULL VAL BY TOWN	TOTAL VAL SCHOOL DIST	% TO BE LEVIED	AMOUNT TO BE LEVIED TOTAL	AMT TO BE LEVIED	ASSESS VAL BY TOWN (no clergy)	TAX RATE PER ASSESS	TAX RATE PER \$1.00	\$ INCREASE IN TAX RATE	% INCREASE IN TAX RATE
BROWNVILLE	\$461,107,515.00	1.0000	\$461,107,515.00	\$786,307,614.42	0.5864213	\$48,500.00	\$28,441.43	\$461,107,515.00	0.00006168	\$0.061681	(\$0.035966)	-36.832985%
PAMELIA	\$133,401,302.00	0.5700	\$234,037,371.93		0.2976410		\$14,435.59	\$133,401,302.00	0.00010821	\$0.108212	(\$0.001220)	-1.115080%
HOUNSFIELD	\$28,798,539.00	1.0000	\$28,798,539.00		0.0366250		\$1,776.31	\$28,797,039.00	0.00006168	\$0.061684	(\$0.001790)	-2.820198%
WATERTOWN	\$33,313,126.00	0.6350	\$52,461,615.75		0.0667189		\$3,235.87	\$33,313,126.00	0.00009713	\$0.097135	(\$0.000512)	-0.524386%
LYME	\$6,493,551.00	1.0000	\$6,493,551.00		0.0082583		\$400.53	\$6,493,551.00	0.00006168	\$0.061681	(\$0.001790)	-2.820666%
WATER-CITY	\$3,136,300.00	0.9200	\$3,409,021.74		0.0043355		\$210.27	\$3,136,300.00	0.00006704	\$0.067044	(\$0.005082)	-7.045679%
	\$666,250,333.00		\$786,307,614.42		1.0000000	\$48,500.00	\$48,500.00	\$666,248,833.00				

# GENERAL BROWN CENTRAL SCHOOL DISTRICT

## Summary Data

### 2016-2017 Appropriated Revenue Budget

Interest - Real Pr	\$12,000.00
Admissions	\$3,100.00
Payment in Lieu	\$30,000.00
Tuition	\$3,000.00
Interest - Investm	\$2,250.00
Rental Real Prop	\$4,000.00
Rental - BOCES	\$5,000.00
Rental - Equip	\$5,000.00
Sale - Equip	\$500.00
Sale - Trans Equi	\$500.00
Sale - Instruct Su	\$100.00
Insurance Recovr	\$100.00
Comp - Other Los	\$150.00
Refund Prior Yr E	\$150,000.00
Gifts/Donations	\$10,000.00
Other Unclassifie	\$20,000.00
State Aid	\$12,885,906.00
Other State Aid	\$0.00
Other Fed Aid	\$50,000.00
Medicaid Reimb	\$40,000.00
Interfund Transfe	\$0.00
Reserves	\$10,000.00
Appop Fund Bal	\$895,000.00
Other Misc. Reve	\$67,000.00
<b>Tax Levy</b>	<b>\$7,521,050.00</b>
<b>TOTAL REVENUE</b>	<b>\$21,714,656.00</b>
<b>BUDGET</b>	<b>\$21,714,656.00</b>

### TRUE TAX RATE FOR LAST TEN YEARS

2016-2017	\$9.565022
2015-2016	\$9.603462
2014-2015	\$9.530026
2013-2014	\$9.104817
2012-2013	\$8.466471
2011-2012	\$8.550193
2010-2011	\$8.339937
2009-2010	\$8.619088
2008-2009	\$9.221156
2007-2008	\$10.875051

### TRUE TAX RATE-LIBRARY FOR LAST TEN YEARS

2016-2017	\$0.061681
2015-2016	\$0.063471
2014-2015	\$0.044357
2013-2014	\$0.045332
2012-2013	\$0.042237
2011-2012	\$0.043290
2010-2011	\$0.043873
2009-2010	\$0.046679
2008-2009	\$0.028183
2007-2008	\$0.034611

### Equalization Rates Comparison

	2016-2017	2015-2016	Difference
BROWNVILLE	1.0000	0.6500	0.35
PAMELIA	0.5700	0.5800	-0.01
HOUNSFIELD	1.0000	1.0000	0.00
WATERTOWN	0.6350	0.6500	-0.02
LYME	1.0000	1.0000	0.00
WATER-CITY	0.9200	0.8800	0.04

### Tax levy inc. vs. tax rate inc. (Brownville)

Year	Levy increase	Tax rate inc.
2016-17*	2.49%	-35.26%
2015-16	1.96%	0.77%
2014-15	6.97%	5.30%
2013-14	5.38%	0.79%
2012-13	2.75%	2.97%
2011-12	1.49%	1.51%
2010-11	3.90%	2.66%
2009-10	2.95%	3.63%

\* Revaluation

### Tax Rate Increase Summary

Town	2015-2016		
	Rate	Increase/Decre	% Increase
BROWNVILLE	\$14.77	(\$5.21)	-35.26%
PAMELIA	\$16.56	\$0.22	1.35%
HOUNSFIELD	\$9.60	(\$0.04)	-0.40%
WATERTOWN	\$14.77	\$0.29	1.95%
LYME	\$9.60	(\$0.04)	-0.40%
WATER-CITY	\$10.91	(\$0.52)	-4.73%