

**GENERAL BROWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
February 6, 2017
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; Brien Spooner; Jamie Lee; Cathy Pitkin; and Michael Ward

Members Absent: Daniel Dupee II; Sandra Young Klindt

Others Present: Cammy J. Morrison, Superintendent of Schools; Lisa K. Smith, Executive Director of Administrative Services; Gary Grimm, Transportation Supervisor/Operations Manager; Babette Valentine, Curriculum Coordinator; Nicole Donaldson, 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; Kylee Monroe, CSE/CPSE Chairperson; Members of the Staff

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Brien Spooner, and seconded by Michael Ward - Motion is approved 5-0.

1. Approval of Minutes as listed:
 - January 9, 2017 - Regular Meeting
2. Approval of Buildings and Grounds requests as listed:
 - BGP gymnasium - Tuesdays from February 7 through May 31, 2017 from 7:00 p.m. to 8:30 p.m. - Men's Indoor Soccer Team practice
3. Approval of Conferences and Workshops as listed:
 - Deanna Guyette - North Country Technology Coordinator Meeting - JLBOCES - January 12, 2017
 - Babette Valentine - JLSBA "Launch-a-Leader" Event - Maggie's, Watertown - February 2, 2017
 - Stacey Lalonde - PES Building - JLBOCES - February 3, 2017
 - Nicole Donaldson - High School Principal Meeting - JLBOCES - February 8, 2017
 - Deanna Guyette - Technology Leadership Meeting - Costella Conference Center, Oneida - February 8, 2017
 - Nicole Donaldson - Secondary Scheduling in Schooltool Workshop - JLBOCES - March 9, 2017
 - Shellie Miner - Secondary Scheduling in Schooltool - JLBOCES - March 9, 2017
 - Carrie LaSage - School Library System Administrative Breakfast & Afternoon Session - Hilton Garden Inn, Watertown - March 10, 2017
 - Krista Dupee - NYSESLAT Refresher - JLBOCES - March 24, 2017
 - Cammy J. Morrison - MASLA Mid-State Regional Labor Relations Workshop - OCM BOCES-Syracuse - March 24, 2017
 - Carrie LaSage - Book Review Session - JLBOCES - April 11, 2017
 - Carrie LaSage - OPALS User Group - JLBOCES, Glenfield - April 27, 2017
 - Erin Heller - eDoctrina Workshop - JLBOCES - February 13, 2017
 - Michael Parobeck - Secondary and Elementary Scheduling - JLBOCES - March 9, 2017
 - Carrie LaSage - North Country SLS Regional Conference -1000 Islands Harbor Hotel, Clayton - May 22, 2017
4. Approval of Financial Reports as listed: December 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 Requests - No requests at this time.

2. Ongoing Agenda Items:
 - Academic Presentation(s):
 - ❖ Student Presentation: Mrs. Willis and Miss Meganne Brenon - NYSSMA Conference All-State (The presentation was postponed by Mrs. Willis.)
 - ❖ Administrative Presentation: Mr. O'Donnell - Overview of the Coaching Certification Process
 - Policy Review:
 - ❖ None at this time
3. Board Information - Superintendent Morrison and the Board have been selected to receive the *NYS FCCLA Superintendent and Board of Education Appreciation Awards*, to be presented March 23, 2017 in Owego, NY at the NYS FCCLA Leadership Conference. Two Board of Education Members may attend the dinner as guests of the General Brown FCCLA Chapter. Please RSVP by February 20th.
4. Board Information - There will be a **Budget Advisory Meeting** at 6:00 p.m. on Wednesday, March 1, 2017 to be held in the cafeteria of the Jr.-Sr. High School.
5. Board Information - Members of the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services (BOCES) whose terms will expire on June 30, 2017 are as follows:
 - Alice Draper / Belleville Henderson Central School District
 - Barbara A. Lofink / Carthage Central School District
 - Grace H. Rice / South Lewis Central School District
6. Board Information - Jefferson-Lewis BOCES Component school district Boards of Education and Trustees will **Vote on the Election and Proposed 2017-2018 BOCES Administrative Budget on April 25, 2017**. A *special meeting* for the purpose of the vote/election will be required on that date.
7. Board Information - 2nd Quarter Marking Period Data for review
8. Board Discussion - Overview of the process for the selection and implementation of a District Bullying Program
9. Board Discussion / Action - Approval of the **Board of Education Meeting Schedule for the 2017-2018 School Year**, with the Organizational Meeting set for 7:00 a.m. on July 5, 2017.
Motion for adoption by Jamie Lee, seconded by Brien Spooner, with motion approved 5-0.
10. Board Action - Approval to add a **Superintendent's Conference Day on Friday, May 12, 2017** to the 2016-2017 School District Calendar. There will be no school for students on that date.
Motion for adoption by Michael Ward, seconded by Jamie Lee, with motion approved 5-0.
11. Board Action - Adoption of the following **Resolution for Lead Evaluator of Principals: WHEREAS**, the Board of Education has been provided evidence that the following have completed training which meets the requirements of 8 NYCRR 30-2.9 and the General Brown Central School District Annual Professional Performance Review Plan for certification as a **Lead Evaluator of Principals**, therefore: **BE IT RESOLVED, that upon recommendation of the Superintendent of Schools, the following be certified as Lead Evaluator of Principals:**
 - Lisa K. Smith
 - Babette ValentineMotion for adoption by Brien Spooner, seconded by Michael Ward, with motion approved 5-0.
12. Board Action - Acceptance of donation for unused Booster Club building, located at the Jr.-Sr. High School side field by the General Brown Booster Club membership
Motion for approval by Michael Ward, seconded by Jamie Lee, with motion approved 5-0.
13. Board Action - Approval of **Committee on Special Education Reports**.
Motion for approval by Brien Spooner, seconded by Michael Ward, with motion approved 5-0.
14. Board Information / Discussion - 2017-2018 Budget / Spending Plan

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 - Personnel Changes as listed:

A motion for approval of the following PERSONNEL CHANGES, with *effective dates* as listed:

RECOMMENDATION and ACTION is made by Michael Ward, and seconded by Jamie Lee. Motion is approved 5-0.

(A) Retirements:

Name	Position	Effective Date
Linda Storrs	Bus Driver	*April 28, 2017 (*amended from June 30, 2017)

(B) Resignations as listed:

Name	Position	Effective Date
Terry J. Crump	5-Hour Food Service Helper	February 6, 2017
Jackie L. Crump	4-Hour Food Service Helper	February 6, 2017
Elizabeth A. Hardy	4-Hour Food Service Helper	February 6, 2017

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Terry J. Crump	6-Hour Food Service Helper	\$12,466 annually (prorated), Step 7	n/a	02/07/2017
Jackie L. Crump	5-Hour Food Service Helper	\$ 8,884 annually (prorated), Step 3	n/a	02/07/2017
Elizabeth A. Hardy	5-Hour Food Service Helper	\$ 9,636 annually (prorated), Step 5	n/a	02/07/2017
Lauren Going	4-Hour Bus Driver	\$10,521 annually (prorated), Step 1	n/a	02/07/2017
Brenda Parrish	4-Hour Bus Driver	\$10,521 annually (prorated), Step 1	n/a	02/07/2017
Thomas Davis	Substitute Bus Driver	\$14.61 per hour	n/a	02/07/2017

(D) PAID Coaching Appointments as listed:

Name	Spring 2017 Sports	Coaching Certification	Effective Date
Darrin S. Pitkin	Girls Varsity Softball	Temporary Coaching License 2 nd -4 th Renewal****	02/07/2017
Lindsay Pitkin	Girls Junior Varsity Softball	Teacher-Coach*	02/07/2017
Malcolm Jones	Girls Modified Softball	Teacher-Coach*	02/07/2017
Jon Murphy	Varsity Golf	Teacher-Coach*	02/07/2017
Katie St. Pierre	Girls Varsity Lacrosse	Teacher-Coach*	02/07/2017
Matthew M. Milkowich	Girls Modified Lacrosse	Temporary Coaching License****	02/07/2017
Richard J. Purvis	Boys Varsity Lacrosse	Professional Coaching License****	02/07/2017
Peter J. Will	Boys Varsity Baseball	Temporary Coaching License****	02/07/2017

(E) UNPAID Coaching Appointments as listed:

Name	Spring 2017 Sports	Coaching Certification	Effective Date
Patricia VanTassel	Girls Varsity Softball	Temporary Coaching License****	02/07/2017

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 ****

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

- Terry J. Crump - Food Service Helper
- Jackie L. Crump - Food Service Helper
- Elizabeth A. Hardy - Food Service Helper
- Latoya R. Britt - Student Teacher

- **Vicky L. Thomas** - Student Teacher
- **Darrin S. Pitkin** - Coach
- **Matthew M. Milkowich** - Coach
- **Richard J. Purvis** - Coach
- **Peter J. Will** - Coach
- **Patricia VanTassel** - Coach

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

ITEMS FOR NEXT MEETING - Monday, March 6, 2017

26. _____

Mr. West expressed a desire to enter into executive session.

EXECUTIVE SESSION

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

Motion for approval by Jamie Lee, seconded by Michael Ward, with motion approved 5-0. Time entered: 5:48 p.m.

RETURN TO OPEN SESSION

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

Motion for approval by Michael Ward, seconded by Cathy Pitkin, with motion approved 5-0. Time: 6:23 p.m.

MOTION FOR ADJOURNMENT

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

Motion for approval by Cathy Pitkin, seconded by Jamie Lee, with motion approved 5-0. Time adjourned: 6:23 p.m.

Enclosure(s): 2nd Quarter Marking Period Data / Elementary and Jr.-Sr. High School
BOCES Services Guide 2017-2018

Respectfully submitted:

Debra L. Bennett - District Clerk

- Supporting documents may be found in supplemental file dated February 6, 2017.