

GENERAL BROWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
August 7, 2014 - 5:15 p.m.
General Brown Room - Jr./Sr. High School

Regular Meeting

The meeting was called to order at 5:16 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 and Cathy Pitkin

Member Absent: Michael Ward

Others Present: Cammy J. Morrison, Superintendent of Schools; Lisa Smith, Executive Director of Administrative Services; Gary Grimm, Transportation Supervisor/Operations Manager; Tina Heckman, High School Principal; David Ramie, Dexter Elementary Principal; Debra Bennett, District Clerk; Mr. John Warneck, NCE Environmental Consultants; Mr. Stephen Todd, District Superintendent; Mr. Terry Countryman, Lyme CSD School Board Member; Mr. Dominic D'Imperio and Mr. Timothy Collins, Jefferson-Lewis BOCES Legal Services; Members of the community

Presentation and approval of the Annual Fire Inspection Report as presented by Mr. John Warneck-NCE Environmental Consultants

Motion for approval by Brien Spooner, seconded by Sandra Young Klindt, with motion approved 5-0 with Mrs. Lee abstaining.

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Brien Spooner, and seconded by Jamie Lee - Motion is approved 6-0.

1. Approval of Minutes:
 - July 1, 2014 - Organizational Meeting
 - July 1, 2014 - Regular Meeting
2. Approval of Buildings and Grounds requests:
 - none
3. Conferences and Workshops:
 - Shellie Miner - Schedule Galaxy Training - Jefferson-Lewis BOCES - July 8, 2014
 - Shellie Miner - DASA Training - Watertown High School - July 9, 2014
 - Lisa Leubner - Medicaid Update Workshop - Jefferson-Lewis BOCES - July 10, 2014
 - Joseph O'Donnell - Grades 7-8 ELA Roundtable - Jefferson-Lewis BOCES - August 19, 2014
 - Lisa Smith - State Aid Planning Fall Workshop - Jefferson-Lewis BOCES - September 9, 2014
 - Cammy Morrison – NYSSBA Summit - Riveredge Resort, Alexandria Bay – August 14, 2014
 - Lisa Smith – NYSSBA Summit - Riveredge Resort, Alexandria Bay – August 14, 2014
4. Financial Reports:
 - Extra-Curricular Activity Fund (May 2014)

REGULAR AGENDA

Other Discussion and Action

1. Public Comments - Questions and comments will be taken at the end of the meeting
2. Ongoing Agenda Items:
 - Academic Update:
 - ❖ None at this time
 - Policy Review:
 - ❖ None at this time
3. Board Information - 2014-2015 Organizational Chart
4. Board Information - ASAC Student Assistance Program Second Semester Report
5. Board Information - Professional Development Days - August 27 (SRP only) and September 2, 2014 8:00 a.m. Auditorium JSHS

6. Board Information - Board Member photographs will be taken on September 2, 2014 beginning at 7:00 a.m. in the old gymnasium of the Jr.-Sr. High School
7. Board Discussion - District Building Tours will be scheduled at 5:15 p.m. prior to future Board meetings. Community members will be welcome to attend.
8. Board Discussion - School trip information will be provided for the September meeting
9. Board Discussion / Action – Approval of the 2014-2015 Board of Education GOALS
Motion for approval by Brien Spooner, seconded by Daniel Dupee, with motion approved 6-0.
10. Board Discussion / Action - School Lunch Prices: **BE IT RESOLVED** that the General Brown Central School District Board of Education takes action to approve an increase of 25 cents in the lunch fee for a cost of \$2.40 and an increase of 10 cents in the breakfast fee for a cost of \$1.25 for the 2014-2015 school year
Motion for approval by Sandra Klindt, seconded by Daniel Dupee, with motion approved 6-0.
11. Board Action - Approval to excess the following as surplus equipment per Board of Education Policy #5250:
 - 1993 Dodge Pickup Truck VIN 1B7KM26Z2PS268058
 - 1996 Dodge Van VIN 2B4HB15Y9TK124656Motion for approval by Daniel Dupee, seconded by Brien Spooner, with motion approved 6-0.
12. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve an inter-fund transfer from the Capital Fund to the Debt Service Fund in the amount of \$26,377.34.
Motion for approval by Jamie Lee, seconded by Brien Spooner, with motion approved 6-0.
13. Board Action - Acceptance of \$7893.52 donation from the Friends of General Brown Football to be used for the Junior Varsity Football program
Motion for approval by Cathy Pitkin, seconded by Sandra Klindt, with motion approved 6-0.
14. Board Action - Approval of hourly rates for non-instructional substitutes for the 2014-2015 school year:
 - General Aide - \$9.39
 - Nurse - \$12.66
 - Bus Driver - \$14.06
 - Food Service Helper - \$8.70
 - Cleaner - \$9.82
 - Mechanic Helper - \$12.37Motion for approval by Daniel Dupee, seconded by Sandra Klindt, with motion approved 6-0.
15. Board Action - Approval for Brendan Eyestone to participate with the Watertown City School District Swim Team as an independent swimmer for the 2014-2015 season, contingent upon the parents signing a liability statement releasing General Brown CSE from all liability, transportation and equipment costs and any other fees where applicable
Motion for approval by Daniel Dupee, seconded by Cathy Pitkin, with motion approved 6-0.
16. Board Action - Approval for Logan Thompson to participate with the South Jefferson Central School District Swim Team as an independent swimmer for the 2014-2015 season, contingent upon the parents signing a liability statement releasing General Brown CSE from all liability, transportation and equipment costs and any other fees where applicable
Motion for approval by Cathy Pitkin, seconded by Brien Spooner, with motion approved 6-0.
17. Board Action - Approval of *Other Appointments-Item #6*, as continued from the Organizational Meeting held July 1, 2014:
 - Attendance Officers - Tana Gunn / Linda Gracey / Debbie HigginsMotion for approval by Brien Spooner, seconded by Sandra Klindt, with motion approved 6-0.
18. Board Action - Approval of *Authorizations-Item #7-B*, as continued from the Organizational Meeting held July 1, 2014:
 - Title IX Coordinator - David Ramie
 - District Technology Coordinator - Tina Heckman
 - Gifted / Talented Coordinator - Hope Ann LoPresti
 - Odyssey of the Mind Coordinator - David Ramie and Hope Ann LoPresti
 - District Arts in Education Coordinator - Hope Ann LoPresti
 - Drug and Alcohol Coordinator - Joseph O'Donnell
 - District PDP Coordinator - Joseph O'Donnell
 - District Professional Development Committee Coordinator - Joseph O'Donnell
 - District Biennial Review Coordinator - David Ramie
 - Staff Development Coordinator - Joseph O'Donnell
 - Instructional Material Replacemnt: Elementary - Hope Ann LoPresti

- Reading Coordinator - David Ramie and Hope Ann LoPresti
- Mentor Program Coordinator - Tina Heckman
- School Security / Safety Officer - Gary Grimm
- Designated Educational Official (DEO) - Lisa Smith
- AIS Coordinator - David Ramie and Hope Ann LoPresti
- Character Education - Hope Ann LoPresti
- District Health Coordinator - Tina Heckman and Joseph O'Donnell

Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 6-0.

19. Board Action - Approval of *Substitute Instructional and Non-Instructional Personnel-Item #10E*, as continued from the Organizational Meeting held July 1, 2014:
- Substitute Teachers: Bryanna Tripp - James Jarosz - Tashua Natali - Laura Duell - Emily Paquette
 - Substitute Aide: Kendra Matthews
- Motion for approval by Jamie Lee, seconded by Cathy Pitkin, with motion approved 6-0.
20. Board Action - Approval of School Tax Warrant and Tax Collection Procedures for 2014
Motion for approval by Sandra Klindt, seconded by Cathy Pitkin, with motion approved 6-0.
21. Board Action - Approval of Final Tax Collection Dates: Tuesday, September 2nd to Wednesday, October 1st with no penalty; Thursday, October 2nd to Friday, October 31st with 2% penalty; and Saturday, November 1st to Tuesday, November 4, 2014 with 3% penalty.
Motion for approval by Daniel Dupee, seconded by Brien Spooner, with motion approved 6-0.
22. Board Action - Approval of Railroad Crossings for 2014-2015
Motion for approval by Jamie Lee, seconded by Brien Spooner, with motion approved 6-0.
23. Board Action - Approval of Committee on Special Education Reports
Motion for approval by Daniel Dupee, seconded by Sandra Klindt, with motion approved 6-0.

ADMINISTRATIVE REPORTS - For information only

- 24. Operations Report - verbal report by Mr. Grimm
- 25. Principal Reports - verbal reports by Mrs. Heckman and Mr. Ramie
- 26. Curriculum Coordinator Report - none at this time
- 27. School Business Official Report
- 28. Superintendent Report

CORRESPONDENCE AND COMMUNICATIONS - For information only

- 29. Correspondence Log
- 30. Discussion: _____

RECOMMENDATIONS AND ACTION

31. Personnel Changes as listed:
A motion for approval of the following PERSONNEL CHANGES with effective dates as listed under RECOMMENDATIONS AND ACTION is made by Sandra Klindt, and seconded by Cathy Pitkin. Motion is approved 6-0.

(A) Retirements:

Dona Prouty - Typist - Effective December 13, 2014 - Mrs. Prouty's resignation for the purpose of retirement was accepted with regret and appreciation for her 32+ years of service to our District.

(B) Resignations: - none

(C) Appointments:

Lindsay F. Hanson - English 7-12 Teacher - Step 1 Bachelors \$41,426 annual salary - 3-year probationary tenure track appointment effective September 1, 2014

Lindsay A. Labiendo - English 7-12 Teacher - Step 1 Bachelors \$41,426 - one year appointment effective September 1, 2014

Lori Elmer - 4-Hour Aide (recall appointment with accrued sick time reinstated) - Step 4 \$7,727 annual salary effective September 1, 2014

Debra Matusiak - 4-Hour Aide (recall appointment with accrued sick time reinstated) - Step 4 \$7,727 annual salary effective September 1, 2014

Jeremiah Stevens – Substitute Bus Driver - \$14.06 per hour – effective August 8, 2014

Fall 2014 Coaches - PAID:

Gary (Doug) Black - Varsity Football
Peter Will*** - JV Football
Mark Heller*** - JV Football Assistant
Michael Bice*** - Modified Football
Thomas Dupee* - Varsity Girls Soccer
Stephen Barr*** - Modified Boys Soccer

Fall 2014 Coaches - NON PAID:

Robert Pickeral** - Football Assistant
Michael Lane*** - Football Assistant

Coaches have the following (as mandated by NYSED):

- ❖ Possesses Teaching Certificate and First Aid-CPR, Fingerprint Clearance and Concussion Management *
- ❖ Possesses Professional Coaching License / Child Abuse, School Violence and First Aid-CPR / Philosophy, Theories and Health Science Courses, Fingerprint Clearance and Concussion Management **
- ❖ Possesses Temporary Coaching License and First Aid-CPR / Child Abuse, School Violence, Fingerprint Clearance and Concussion Management ***

32. Upon the recommendation of the Superintendent of Schools – WHEREAS, the Jefferson-Lewis BOCES on behalf of General Brown Central School District has promptly submitted to SED two sets of the following prospective employees fingerprints for employment and the signed Consent Form, along with a request for conditional clearance. These employees have received FINAL CLEARANCE from SED:

- **Lindsay F. Hanson** - Teacher
- **Lindsay Labiendo** - Teacher
- **Gary (Doug) Black** - Coach
- **Peter Will** - Coach
- **Mark Heller** - Coach
- **Michael Bice** - Coach
- **Thomas Dupee** - Coach
- **Stephen Barr** - Coach
- **Robert Pickeral** - Coach
- **Michael Lane** - Coach

Motion for approval by Sandra Klindt, seconded by Jamie Lee, with motion approved 6-0.

ITEMS FOR NEXT MEETING Monday, September 8, 2014 - 5:15 p.m. - General Brown Room

33. Information regarding school trips

Other Discussion and Action [continued]

34. Public Comments - At this time President West introduced Mr. Stephen Todd, District Superintendent of Jefferson-Lewis BOCES and Mr. Terry Countryman, Lyme Central School District Board of Education member. Mrs. Morrison provided a brief explanation of the proposed plan to share services with the Lyme CSD. President West asked if there were any questions concerning the proposed Superintendent-Share. Several questions were posed from Mrs. Jennifer Ward and Mrs. Michele Elmer.

Executive Session:

A motion is requested to enter executive session for the discussion of the performance history of 3 individuals and the discussion of 3 specific legal matters.

Motion for approval by Brien Spooner, seconded by Cathy Pitkin, with motion approved 6-0. Time entered: 5:51 p.m.

Return to Open Session:

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

Motion for approval by Brien Spooner, seconded by Jamie Lee, with motion approved 6-0. Time adjourned: 8:37 p.m.

Motion for Adjournment:

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

Motion for approval by Cathy Pitkin, seconded by Brien Spooner, with motion approved 6-0. Time adjourned: 8:37 p.m.

Respectfully submitted:

Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated August 7, 2014