

**GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
Regular Meeting  
Preliminary Agenda  
May 8, 2017  
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 as listed:
  - April 11, 2017 - Regular Meeting
  - April 25, 2017 - Special Meeting
  - April 27, 2017 - Special Meeting
  - May 3, 2017 - Special Meeting
2. Approval of Buildings and Grounds requests as listed:
  -
3. Approval of Conferences and Workshops as listed:
  - Bridget Grimm - BOCES Counselor Meeting - JLBOCES - April 12, 2017
  - Steven M. Flath - School Bus Driver Instructor Annual Refresher - JLBOCES - April 24, 2017
  - Kylee Monroe - Medicaid 2017 SSHSP Training - JLBOCES - April 26, 2017
  - Jennifer Augliano - Summer School Meeting - Watertown High School - May 3, 2017
  - Brian Nortz - Section III Athletic Director Meeting - Canastota - May 3, 2017
  - Deanna Guyette - North Country Technology Coordinator's Meeting - JLBOCES - May 4, 2017
  - Kelly Cantwell - Strategies to Strengthen Your Special Needs Students' Executive Function Skills - Syracuse - May 9, 2017
  - Lorraine Comins - Strategies to Strengthen Your Special Needs Students' Executive Function Skills - Syracuse - May 9, 2017
  - Nicole Donaldson - HS Principal Meeting - JLBOCES - May 17, 2017
  - Cammy J. Morrison - JLSBA Annual Dinner/Meeting - Elks Lodge #496, Watertown - May 18, 2017
  - Lisa K. Smith - JLSBA Annual Dinner/Meeting - Elks Lodge #496, Watertown - May 18, 2017
  - Lisa M. VanBrocklin - PLATO Course Development - JLBOCES - June 6, 2017
4. Approval of Financial Reports as listed: March 2017
  - 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 - A representative of the Class of 2017 with graduation request
2. Ongoing Agenda Items:
  - Academic Presentation(s):
    - ❖ None at this time
  - Policy Review:
    - ❖ None at this time
3. Board Information - Results of voting on the 2017-2018 Administrative Budget of the Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES, and the election of three (3) members to the Jefferson-Lewis BOCES Board of Education:
  - Approval of 2017-2018 Administrative Budget: Voting Yes-18 Voting No-0
  - Members elected to serve three year terms of office to commence July 1, 2017:
    - Mrs. Grace H. Rice - South Lewis Central School District
    - Mrs. Alice Draper - Belleville Henderson Central School District
    - Mrs. Barbara Lofink - Carthage Central School District

4. Board Information - "Friendship" payments in lieu of taxes have been received from Frontier Housing Corporation in the amount of \$500 (Smith Hill Apartments), and \$2000 (Poole Memorial Park Apartments)
5. Board Information - Invitation from Jefferson-Lewis School Boards Association - Annual Dinner/Meeting - Watertown Elks Lodge #496 - May 18, 2017
6. Board Information / Discussion - 3<sup>rd</sup> Quarter Marking Period Data for review
7. Board Action - Board Action - **BE IT RESOLVED** that the General Brown Central School District Board of Education, upon the recommendation of the Superintendent of Schools, takes action to approve the following **Tenure Appointments**, with tenure effective as listed below:

Name	Hire / Effective Date	Tenure Area	Tenured Period to Begin
<b>Tasha (Plante) Dillabough</b>	09/01/2013	Elementary	09/01/2017
<b>Lindsay (Hanson) Pitkin</b>	09/01/2014	English 7-12	09/01/2017
<b>Kate E. Wiley</b>	09/01/2015	Elementary	09/01/2017
<b>Lindsay Labiendo</b>	09/01/2015	English 7-12	09/01/2017
<b>Tina Zehr</b>	09/01/2015	Elementary	09/01/2017

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

8. Board Action - Approval of **Committee on Special Education Reports**.

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

**ADMINISTRATIVE REPORTS**

9. Operations Report
10. Brownville-Glen Park and Dexter Principal Report
11. Jr.-Sr. High School Principal Report
12. Athletic Director / Discipline Report
13. Curriculum Coordinator Report
14. Office of Student Services Report
15. School Business Official Report
16. Superintendent Report

**CORRESPONDENCE AND COMMUNICATIONS**

17. Correspondence Log

**RECOMMENDATIONS AND ACTION**

18. 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: None at this time

(B) Resignations as listed:

Name	Position	Effective Date
<b>Thomas Davis</b>	4.5-Hour Bus Driver	<b>May 8, 2017</b>

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Prob. or Tenure Track Appt. (if applicable)	Effective Date
<b>Thomas Davis</b>	5-Hour Bus Driver	\$13,149 annual salary (prorated), Step 1	n/a	<b>May 9, 2017</b>

19. 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:

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

**ITEMS FOR NEXT MEETING - Monday, June 12, 2017:**

20. **Regular Monthly Meeting** - 5:15 p.m. in the General Brown Room

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**EXECUTIVE SESSION**

21. **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**

22. **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**

23. **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.

**If it is necessary to adjourn at 6:00 p.m. for the Budget Hearing:**

**Motion for Adjournment:**

A motion is requested to adjourn the regular meeting to move to the auditorium to begin the Annual Meeting / Budget Hearing. The regular meeting will reconvene here, following the Budget Hearing.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_ - \_\_\_\_ . Time \_\_\_\_:\_\_\_\_ p.m.

**Return to Regular Meeting:**

A motion is requested to reconvene the regular meeting.

Motion for approval by \_\_\_\_\_, seconded by \_\_\_\_\_, with motion approved \_\_\_\_ - \_\_\_\_ . Time \_\_\_\_:\_\_\_\_ p.m.

\*Items added after preliminary agenda was sent to Board of Education

**GENERAL BROWN CENTRAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION**  
**Regular Meeting**  
Unapproved Minutes  
**April 11, 2017**  
**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; Cathy Pitkin; and Michael Ward (arrived 5:53 p.m.)

**Members Absent:** Jamie Lee

**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; David Ramie, Dexter Elementary Principal; Hope Ann LoPresti, Brownville-Glen Park Elementary Principal; Debra Bennett, District Clerk; Kylee Monroe, CSE/CPSE Chairperson; Member of the staff

**CONSENT AGENDA**

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

1. Approval of Minutes as listed:
  - February 13, 2017 - Capital Project Vote
  - March 6, 2017 - Regular Meeting
2. Approval of Buildings and Grounds requests as listed:
  - DEX cafeteria - April 4, 2017 from 6:00 to 8:00 p.m. - Dexter Pop Warner - end of season pizza party
3. Approval of Conferences and Workshops as listed:
  - Lisa M. VanBrocklin - PLATO Course Development - JLBOCES - March 7, 2017
  - Lisa M. VanBrocklin - Online Summer School Prep Series - JLBOCES - March 7 and June 6, 2017
  - Hope Ann LoPresti - Elementary Principal's Meeting - JLBOCES - March 20, 2017
  - David Ramie - Elementary Principal's Meeting - JLBOCES - March 20, 2017
  - Deanna Guyette - Lunch/Learn and Vendor Fair - JLBOCES - March 20, 2017
  - Hope Ann LoPresti - Lunch/Learn and Vendor Fair - JLBOCES - March 20, 2017
  - David Ramie - Lunch/Learn and Vendor Fair - JLBOCES - March 20, 2017
  - Stephanie Karandy - Spanish Test Scoring Training - JLBOCES - March 21, 2017
  - Amy O'Riley - LOTE Test Writing - JLBOCES - March 21, 2017
  - Jannell Pickeral - Spanish Test Scoring Training - JLBOCES - March 21, 2017
  - Hannah Cottrell - NYS FCCLA State Conference - Owego, NY - March 22-24, 2017
  - Stephanie Karandy - NYS ESL Assessment Training - JLBOCES - March 24, 2017
  - Ellen Sheen - NYS ESL Assessment Training - JLBOCES - March 24, 2017
  - Debra Bennett - Certification Updates Workshop - JLBOCES - March 28, 2017
  - Deanna Oliver - Certification Updates Workshop - JLBOCES - March 28, 2017
  - Joseph O'Donnell - Certification Updates Workshop - JLBOCES - March 28, 2017
  - Cammy J. Morrison - JLSBA National Honor Society Recognition Program - Watertown High School - March 29, 2017
  - Jennifer Augliano - JLACD Counselor's Meeting - Jefferson Community College - March 31, 2017
  - Bridget Grimm - JLACD Counselor's Meeting - Jefferson Community College - March 31, 2017
  - Deanna Guyette - SYSOP Meeting - JLBOCES - March 31, 2017
  - Cammy J. Morrison - JLSBA Dinner/Conversation with Commissioner Elia - April 10, 2017
  - Lisa K. Smith - JLSBA Dinner/Conversation with Commissioner Elia - April 10, 2017
  - Sarah Majo - Art Teacher Round Table - JLBOCES - April 25, 2017
  - Lisa Leubner - Medicaid 2017 SSHSP Training - JLBOCES - April 26, 2017
  - Renee Powlin - OPALS User Group - H.G. Sackett Tech Center, Glenfield - April 27, 2017
  - Joseph O'Donnell - Section III Meeting - Canastota, NY - May 3, 2017
  - Lisa K. Smith - Helping Students Improve Executive Skills to Achieve School Success - MOBOCES, - Verona, NY - May 19, 2017
  - Rebecca L. Flath - NCA Workman's Compensation Refresher - JLBOCES - May 23, 2017
  - Melissa Zehr - Geocaching and Mapping Games in Your Classroom - JLBOCES - May 24, 2017
  - Lisa K. Smith - NYASBO Education Summit & Expo - Lake Placid, NY - June 4-7, 2017
  - Nichole Donaldson - Turn It Up Summit - Calcium Primary School - August 15, 2017

4. Approval of Financial Reports as listed: February 2017
  - 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 - None at this time
2. Ongoing Agenda Items:
  - Academic Presentation(s):
    - ❖ Staff Presentation: Mrs. Willis shared information regarding the NYSSMA organization, their selection process, student experiences and their impact. Mrs. Willis also shared a photo album from the musical *Tarzan*, for those members unable to attend the production.
    - ❖ Administrative Presentation: None at this time
  - Policy Review:
    - ❖ Board Action - 2<sup>nd</sup> Reading / Adoption: *Policy #5270 (new) Tax Exempt Bonds-Post Issuance Compliance* Motion for adoption by Cathy Pitkin, seconded by Brien Spooner, with motion approved 5-0.
3. Board Information - 2017-2018 Proposed JLBOCES Administrative Budget (Enclosed)
4. Board Information - Candidates for election to the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Education Services (BOCES) as listed:
  - Mrs. Grace H. Rice / South Lewis Central School District
  - Mrs. Alice Draper / Belleville Henderson Central School District
  - Mrs. Barbara Lofink / Carthage Central School District

Three (3) vacancies exist and three (3) candidates have been nominated. The term of office for each vacancy is three (3) years beginning July 1, 2017, and concludes on June 30, 2020. The election and vote on the proposed 2017-2018 BOCES administrative budget will take place on April 25, 2017 in component school districts.

There will be a **Special Meeting of the General Brown Central School District Board of Education to be held on April 25, 2017 at 7:00 a.m.** in the District Conference Room for the purpose of voting on the proposed 2017-2018 BOCES administrative budget and election of three members to the BOCES Board of Education.
5. Board Information - BOCES candidate letter(s) have been received from: Grace H. Rice
6. Board Information - As per the 2017-2018 Board of Education meeting schedule, the **Annual Organizational Meeting** will be held on **Wednesday, July 5, 2017 at 7:00 a.m.** in the General Brown Room of the Jr.-Sr. High School, followed immediately by the regular monthly meeting of the Board of Education.
7. Board Information - Preliminary Tenure appointment recommendations are as follows, with final Board approval scheduled for the May 8, 2017 meeting, with tenure dates to be effective as noted below:

Name	Hire / Effective Date	Tenure Area	Effective Tenure Date
Tasha (Plante) Dillabough	09/01/2013	Elementary	09/01/2017
Lindsay (Hanson) Pitkin	09/01/2014	English 7-12	09/01/2017
Kate E. Wiley	09/01/2015	Elementary	09/01/2017
Lindsay Labiando	09/01/2015	English 7-12	09/01/2017
Tina Zehr	09/01/2015	Elementary	09/01/2017

8. Board Information - Due to the use of a snow day on March 15, 2017, April 24<sup>th</sup> **will not** be used to extend the April vacation break. Students will be in attendance, and all staff will report.

9. Board Information - As per the GBTA Contract: *"If the District has two (2) unused snow days as of April 10<sup>th</sup>, one day will be added to the Memorial Day recess, as long as there is a minimum of one snow day remaining."* **The day to be added is May 26, 2017**; therefore the District will be closed on May 26, 2017.

10. Board Action - Approval of **Assistant Clerks and Inspectors** for the Tuesday, May 16, 2017 Proposed Budget Vote and Board of Education Election as follows:

- Assistant Clerks: Rebecca Flath - Kristi Bice - Michael Parobeck - Lisa Leubner - Deanna Oliver
- Inspector: Jean LaSage
- Donna Keefer will serve as Chief Inspector
- Lisa Smith will serve as Chairperson for the Annual Meeting / Budget Vote / Election

Motion for approval by Cathy Pitkin, seconded by Daniel Dupee, with motion approved 5-0.

11. Board Action - Approval of **Multi-Year Technology Purchase with Mohawk Regional Information Center** as follows: **BE IT RESOLVED** that the Board of Education of the General Brown Central School District takes action to approve the following resolution:

**WHEREAS**, the Board of Education of the General Brown Central School District desires to enter into a four (4) year contract with the Madison-Oneida BOCES in order for the Regional Information Center to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being: CoSer 505 Instructional Technology Services & CoSer 602 Administrative Computer Services:

**NOW, THEREFORE**, it is **RESOLVED**, that the Board of Education of the General Brown Central School District agrees to enter into a contract with the Madison-Oneida BOCES for the provision of said services to the District not to exceed \$300,495.78 plus related borrowing fees, plus yearly Regional Information Center support during the term of this contract, finalized by the Superintendent, subject to the approval of the Commissioner of Education, for a period of four (4) years: 2016-2017; 2017-2018; 2018-2019; 2019-2020.

Motion for approval by Sandra Klindt, seconded by Daniel Dupee, with motion approved 5-0.

12. Board Action - Approval of the **2017-2018 General Brown CSD District and 10-Month Staff Calendars**

Motion for approval by Sandra Klindt, seconded by Cathy Pitkin, with motion approved 5-0.

13. Board Action - Approval of **Committee on Special Education Reports**.

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

-Mr. Ward entered the meeting at 5:53 p.m.

14. Board Discussion - Athletic cuts - Following lengthy discussion, there was consensus of the Board to begin a process to develop a specific Mission Statement for Athletics, as well as an Athletic Handbook to include all sports

15. Board Discussion - Budget discussion regarding the Proposed Spending Plan for the 2017-2018 school year

16. Board Action - Adoption of a Proposed Spending Plan for the 2017-2018 school year: **BE IT RESOLVED** that the Board of Education of the General Brown Central School District hereby approves the **Proposed Spending Plan for the 2017-2018 school year, resulting in a 1.99% increase in the tax levy, in an amount not to exceed \$ 22,253,928 and to raise the taxes therefore.**

Motion for approval by Daniel Dupee, seconded by Michael Ward, with motion approved 6-0.

**ADMINISTRATIVE REPORTS** - For information only

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

**CORRESPONDENCE AND COMMUNICATIONS** - For information only

25. Correspondence Log

**RECOMMENDATIONS AND ACTION**

26. Board Action - **BE IT RESOLVED** that upon the recommendation of the Superintendent of Schools and the District's Negotiator, the Board of Education shall ratify a new agreement with the **General Brown Administrator's Association (GBAA) commencing July 1, 2016 and terminating June 30, 2021**, and authorizes the Superintendent of Schools to take all necessary action to finalize the agreement.

President West conducted a roll call vote as follows with the resolution approved 6-0.

Mr. West	voting YES
Mr. Dupee	voting YES
Mrs. Klindt	voting YES
Mr. Spooner	voting YES
Mrs. Lee	voting (ABSENT)
Mrs. Pitkin	voting YES
Mr. Ward	voting YES

27. 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 Sandra Klindt, and seconded by Brien Spooner. Motion approved 6-0.

- (A) Retirements as listed: (None)
- (B) Resignations as listed: (None)
- (C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary or Tenure Track Appointment (if applicable)	Effective Date
<b>Cherly Byerly*</b>	4-Hr. Food Service Helper	\$7,103 annually (prorated) - Step 3 (*salary correction)	n/a	<b>3/7/2017</b>
<b>Greg M. Abbate</b>	Elementary Custodian	\$32,582 annually (prorated) - Step 9 provisional appt.*	*upon publication of civil svc. listing	<b>3/20/2017</b>
<b>Raymond Peters</b>	High School Custodian	\$34,876 annually (prorated) - Step 12 provisional appt.*	*upon publication of civil svc. listing	<b>3/31/2017</b>
<b>Jillian J. Drake</b>	Substitute Teacher	\$70 per day	n/a	<b>4/12/2017</b>
<b>Melissa E. Gibson-Weekes</b>	4-Hr. Food Service Helper	\$7,103 annually (prorated) - Step 3	n/a	<b>4/12/2017</b>
<b>Thomas Davis</b>	4.5-Hr. Bus Driver	\$11,834 annually (prorated) - Step 1	n/a	<b>4/12/2017</b>
<b>Nathan B. Nadelen</b>	Technology Teacher	\$55,640 annually - Step 11	4-Year Tenure Track Appointment in the area of Industrial Arts	<b>9/1/2017</b>

28. 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:

- **Jillian J. Drake** - Substitute Teacher
- **Melissa E. Gibson-Weekes** - Food Service Helper
- **Nathan B. Nadelen** - Teacher

Motion for approval by Brien Spooner, seconded by Sandra Klindt, with motion approved 6-0.

**ITEMS FOR NEXT MEETING - Tuesday, April 25, 2017:**

29. **Special Meeting** - 7:00 a.m. in the District Conference Room for the purpose of the BOCES Budget Vote/Election, approval of the 2017-2018 Property Tax Report Card, and approval of Plow Truck and 8-Passenger Van bids

**ITEMS FOR NEXT MEETING - Monday, May 8, 2017:**

30. **Regular Monthly Meeting** - 5:15 p.m. in the General Brown Room

31. **Annual District Meeting / Budget Hearing** - 6:00 p.m. in the JSHS Auditorium following the regular monthly meeting.

**EXECUTIVE SESSION**

32. **A motion is requested to enter executive session** for the discussion of the following:

- the performance history of 5 particular individuals
- litigation strategy regarding a current specific legal matter

Motion for approval by Michael Ward, seconded by Daniel Dupee, with motion approved 6-0. Time entered: 6:48 p.m.

-Mrs. Bennett was dismissed at 6:48 p.m.

-President West recorded the following motions.

**RETURN TO OPEN SESSION**

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

Motion for approval by Brien Spooner, seconded by Cathy Pitkin, with motion approved 6-0. Time: 8:44 p.m.

**MOTION FOR ADJOURNMENT**

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

Motion for approval by Michael Ward, seconded by Sandra Klindt, with motion approved 6-0. Time adjourned: 8:44 p.m.

Respectfully submitted: \_\_\_\_\_  
Debra L. Bennett - District Clerk

- Supporting documents may be found in supplemental file dated April 11, 2017

**GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
SPECIAL Meeting  
Unapproved Minutes  
April 25, 2017  
District Conference Room**

**SPECIAL MEETING**

The meeting was called to order at 7:00 a.m. by President West followed by the Pledge of Allegiance.

**Members Present:** Jeffrey West, President; Daniel Dupee II, Vice President; Sandra Young Klindt; Jamie Lee; and Michael Ward

**Members Absent:** Brien Spooner; Cathy Pitkin

**Others Present:** Cammy J. Morrison, Superintendent of Schools; Lisa K. Smith, Executive Director of Administrative Services; Debra Bennett, District Clerk

**DISCUSSION / ACTION**

1. Board Discussion / Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the Proposed 2017-2018 Administrative Budget for the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services as mailed to component districts and presented at the BOCES Annual Meeting on April 12, 2017.

Motion for approval by Daniel Dupee, seconded by Sandra Klindt, with motion approved 5-0.

2. Board Discussion / Action - Voting for the election of members to the Jefferson-Lewis (BOCES) Board of Cooperative Education Services. Three (3) vacancies exist, and three (3) candidates have been nominated to fill these vacancies for a three year term of office beginning July 1, 2017:

- ❖ Is there a motion to cast one vote for Mrs. Grace H. Rice of South Lewis Central School District, to fill one vacancy on the BOCES Board of Education?      Yes votes: 5      No votes: 0
- ❖ Is there a motion to cast one vote for Mrs. Alice Draper of Belleville Henderson Central School District, to fill one vacancy on the BOCES Board of Education?      Yes votes: 5      No votes: 0
- ❖ Is there a motion to cast one vote for Mrs. Barbara A. Lofink of Carthage Central School District, to fill one vacancy on the BOCES Board of Education?      Yes votes: 5      No votes: 0

**THEREFORE, BE IT RESOLVED**, that the General Brown Central School District Board of Education directs the District Clerk to cast one ballot for each vacancy on its behalf for the candidates above receiving the most votes.

The following three (3) nominees will receive one vote each:

- Grace H. Rice
- Alice Draper
- Barbara A. Lofink

Motion for approval by Jamie Lee, seconded by Michael Ward, with motion approved 5-0.

3. Board Action - Approval is requested for the **2017-2018 Property Tax Report Card**

Motion for approval by Sandra Klindt, seconded by Daniel Dupee, with motion approved 5-0.

4. Board Action - Approval is requested to award **Steele-Ponte Ford the bid purchase** of one 2017 Ford F-250 pickup truck in the amount of \$24,569, and one 2017 8-passenger van in the amount of \$24,969

Motion for approval by Daniel Dupee, seconded by Jamie Lee, with motion approved 5-0.

**RECOMMENDATIONS AND ACTION**

5. 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 Sandra Klindt. Motion approved 5-0.

(A) Retirements: (none)

(B) Resignations as listed:

Name	Position	Effective Date
<b>Elizabeth Shawcross</b>	4-Hour Bus Driver	<b>4/28/2017</b>
<b>Tina Phelan</b>	5-Hour Bus Driver	<b>4/28/2017</b>

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
<b>Blanche Livingston</b>	Sub-Aide	\$9.76 per hour	n/a	<b>4/20/2017</b>
<b>Wayne Livingston</b>	4-Hour Bus Driver	\$12,465 annually (prorated), Step 5	n/a	<b>4/26/2017</b>
<b>Elizabeth Shawcross</b>	5-Hour Bus Driver	\$20,445 (prorated), Step 27	n/a	<b>4/29/2017</b>
<b>Tina Phelan</b>	4-Hour Bus Driver	\$14,409 (prorated), Step 11	n/a	<b>4/29/2017</b>

6. 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:

- **Blanche Livingston** - Substitute Aide

Motion for approval by Daniel Dupee, seconded by Sandra Klindt, with motion approved 5-0.

**Motion for Adjournment:**

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

Motion to adjourn by Jamie Lee, seconded by Daniel Dupee, with motion approved 5-0. Time adjourned: 7:03 a.m.

Respectfully submitted: \_\_\_\_\_  
Debra L. Bennett - District Clerk

- Supporting documents may be found in supplemental file dated April 25, 2017

**GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
SPECIAL Meeting  
Unapproved Minutes  
April 27, 2017  
General Brown Room - Jr.-Sr. High School**

**SPECIAL MEETING**

The meeting was called to order at 6:07 p.m. by President West followed by the Pledge of Allegiance.

**Members Present:** Jeffrey West, President; Daniel Dupee II, Vice President; Sandra Young Klindt; Jamie Lee; Cathy Pitkin; and Michael Ward

**Members Absent:** Brien Spooner

**Others Present:** Stephen J. Todd, District Superintendent; Debra Bennett, District Clerk

**EXECUTIVE SESSION**

1. **A motion is requested to enter executive session** for the discussion of the employment history of three particular individuals.

Motion for approval by Cathy Pitkin, seconded by Daniel Dupee, with motion approved 6-0. Time entered: 6:07 p.m.

— Mrs. Bennett was excused from the meeting at 6:07 p.m.

— President West provided the following motions:

**RETURN TO OPEN SESSION**

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

Motion for approval by Cathy Pitkin, seconded by Michael Ward, with motion approved 6-0. Time adjourned: 7:19 p.m.

**MOTION FOR ADJOURNMENT**

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

Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 6-0. Time adjourned: 7:19 p.m.

Respectfully submitted: \_\_\_\_\_  
Debra L. Bennett - District Clerk

- Supporting documents may be found in supplemental file dated April 27, 2017

**GENERAL BROWN CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
SPECIAL Meeting  
Unapproved Minutes  
May 3, 2017  
General Brown Room - Jr.-Sr. High School**

**SPECIAL MEETING**

The meeting was called to order at 5:58 p.m. by President West followed by the Pledge of Allegiance.

**Members Present:** Jeffrey West, President; Daniel Dupee II, Vice President; Sandra Young Klindt; Brien Spooner; Jamie Lee; Cathy Pitkin; and Michael Ward

**Others Present:** Stephen J. Todd, District Superintendent; Debra Bennett, District Clerk

**EXECUTIVE SESSION**

1. **A motion is requested to enter executive session** for the discussion of the employment history of three particular individuals.  
Motion for approval by Michael Ward, seconded by Brien Spooner, with motion approved 7-0. Time entered: 5:58 p.m.
- Mrs. Bennett was excused from the meeting at 5:58 p.m.
- President West provided the following motions:

**RETURN TO OPEN SESSION**

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

Motion for approval by Michael Ward, seconded Brien Spooner, with motion approved 7-0. Time adjourned: 7:05 p.m.

**MOTION FOR ADJOURNMENT**

2. **There being no further business or discussion,** a motion is requested adjourn the regular meeting.  
Motion for approval by Brien Spooner, seconded Michael Ward, with motion approved 7-0. Time adjourned: 7:05 p.m.

Respectfully submitted: \_\_\_\_\_  
Debra L. Bennett - District Clerk

- Supporting documents may be found in supplemental file dated May 3, 2017