

GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION
17643 Cemetery Road - P.O. Box 500 - Dexter, New York 13634

REGULAR MEETING
Monday August 13, 2018 5:30 p.m.
General Brown Room - Jr./Sr. High School

MINUTES

REGULAR MEETING

The meeting was called to order at 5:30 p.m. by President Klindt, followed by the Pledge of Allegiance

MEMBERS PRESENT: Sandra Young Klindt, President; Natalie Hurley, Vice President; Brien Spooner; Jamie Lee; Albert Romano, Jr.; Kelly Milkowich

MEMBERS ABSENT: Daniel Dupee II

OTHERS PRESENT: Barbara J. Case, Superintendent of Schools; Lisa K. Smith, Assistant Superintendent; Gary Grimm, Transportation Supervisor/Operations Manager; Joseph O'Donnell, Principal Brownville Glen Park Elementary; David Ramie, Principal Dexter Elementary; Nicole Donaldson, Principal Jr.-Sr. High School; Debra Bennett, District Clerk; Lisa VanBrocklin, President GBTA; Renee Stano, President GBSRP; Dominic D'Imperio, Director and George Schaffer III, School Attorney with Jefferson-Lewis BOCES Labor Relations Office; New staff members Melissa Nabinger and Jennifer Stanton

APPROVAL OF AGENDA

Motion for approval was made by Albert Romano, and seconded by Kelly Milkowich, with motion approved 6-0.

— Mrs. Case welcomed new staff members in attendance: Melissa Nabiner, Director of Student Services and Jennifer Stanton, Assistant Principal

PRESENTATIONS - None at this time.

PUBLIC COMMENT REQUESTS - No requests at this time.

CONSENT AGENDA

Motion for approval by Natalie Hurley, seconded by Brien Spooner, with motion approved 6-0.

1. Approval of Minutes as listed:
 - July 3, 2018 - Organizational Meeting
 - July 3, 2018 - Regular Meeting
2. Approval of Building and Grounds Requests as listed:
 - None at this time
3. Approval of Conferences and Workshops as listed:
 - Barbara J. Case - Multi-Hazard Emergency Planning for Schools Course - Indian River CSD, Philadelphia, NY - July 17-19, 2018
 - Gary Grimm - Multi-Hazard Emergency Planning for Schools Course - Indian River CSD, Philadelphia, NY - July 17-19, 2018
 - Paul Mendez - Multi-Hazard Emergency Planning for Schools Course - Indian River CSD, Philadelphia, NY - July 17-19, 2018
 - David Ramie - Summer Leadership Institute - Syracuse University, Syracuse, NY - August 6-8, 2018
 - Joseph O'Donnell - Summer Leadership Institute - Syracuse University, Syracuse, NY - August 6-8, 2018
 - Nicole Donaldson - Summer Leadership Institute - Syracuse University, Syracuse, NY - August 6-8, 2018
 - Lisa K. Smith - Summer Leadership Institute - Syracuse University, Syracuse, NY - August 6-8, 2018
 - Brian Nortz - Summer Leadership Institute - Syracuse University, Syracuse, NY - August 6-8, 2018
 - Paul Mendez - 2018 State of NY Police Juvenile Officers and School Resource Officers Conference - Holiday Inn Conference Center, Binghamton, NY - August 27-31, 2018
 - Kelly Milkowich - NYSSBA 99th Annual Convention & Education EXPO - Sheraton NY Times Square, New York City - October 26-27, 2018 plus transportation and expenses
 - Kelly Milkowich - NYS Mandated Training to include Fiscal Oversight Fundamentals and Board Governance Online Course
4. Approval of Conferences and Workshops as per *My Learning Plan* Report 8/9/2018
5. Approval of Financial Reports / Warrants (none at this time)

BOARD MEMBER REPORTS / STAFF MEMBER REPORTS / PRESENTATIONS

1. Comments / Information from Board Members (none at this time)
2. Staff Member Reports (as provided)
3. Staff Member Presentations - (none at this time)

ITEMS FOR BOARD INFORMATION / DISCUSSION

1. Board Information - *Chain of Command for Information* form (as revised 7/12/18)
2. Board Information - PIVOT Student Assistance Program 2017-2018 Second Semester Report
3. Board Information - Professional Development Days - August 29 & 30, 2018 beginning at 7:50 a.m. in the Auditorium of the Jr.-Sr. High School. The Board of Education is welcome to attend.
4. Board Information - The school photographer will be available to take Board member photographs on August 30, 2018 starting at 7:30 a.m. in the in the old gymnasium.
5. Board Information - Opening Day of School - Tuesday, September 4, 2018

ITEMS FOR BOARD DISCUSSION / ACTION

1. 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 10 cents in the lunch fee, and 5 cents in the breakfast fee. The lunch fee will be \$2.60, and the breakfast fee will be \$1.40 for the 2018-2019 school year.
Motion for approval by Jamie Lee, seconded by Kelly Milkowich, with motion approved 6-0.
2. Board Action - Approval of **2018-2019 Substitute Instructional and Non-Instructional Personnel Item #11-D**, as continued from the Organizational Meeting held July 3, 2018
Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 6-0.

Substitute Teachers	Substitute Aides	Substitute Food Service	Substitute Bus Drivers
Erica Bonham Miranda Brenon Brittany Cean Christina Corey David Corey Kailey Crosby Bryanna Fazio Cynthia Lamon Ashley Morrow Anthony Pike Nicole Wetzl	Dawn Comins Cynthia Lamon	Pamela Jewett	Willis McIntosh Aaron Ryor

3. Board Action - Approval of **Authorizations Item #8-F - Final Tax Collection Dates**, as continued from the Organizational Meeting held July 3, 2018:
Motion for approval by Jamie Lee, seconded by Albert Romano, with motion approved 6-0.
 - Tuesday, September 4th to Tuesday, October 2nd with no penalty
 - Wednesday, October 3rd to Wednesday, October 31st with 2% penalty
 - Thursday, November 1st to Friday, November 2nd with 3% penalty
4. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **2018 School Tax Collection Procedures** and **School Tax Warrant**
Motion for approval by Natalie Hurley, seconded by Brien Spooner, with motion approved 6-0.

5. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **hourly pay rates for non-instructional substitute staff for the 2018-2019 school year** as listed:
 Motion for approval by Albert Romano, seconded by Kelly Milkowich, with motion approved 6-0.

Non-Instructional Positions	Hourly Rate
Substitute Aide	\$11.46
Substitute Food Service	\$11.45
Substitute Cleaner	\$11.51
Substitute Bus Driver	\$15.14
Substitute Nurse	\$13.64

6. Board Action - Approval of **Rural Schools Association of New York State** membership dues for the period of July 1, 2018 to June 30, 2019 - \$750
 Motion for approval by Kelly Milkowich, seconded by Albert Romano, with motion approved 6-0.
7. Board Action - Approval of **Railroad Crossings for 2018-2019** (motion required) (posted)
 Motion for approval by Natalie Hurley, seconded by Brien Spooner, with motion approved 6-0.
8. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **completion of a fund transfer to the following reserve account, effective for the fiscal year ending June 30, 2018:**
 Motion for approval by Natalie Hurley, seconded by Brien Spooner, with motion approved 6-0.
 - \$750,000 - Capital Fund Reserve
9. Board Action - Approval of **Board of Education Meeting Schedule correction:** Regular/Budget Hearing meetings will be changed from Monday, May 6th to Monday, May 13, 2019. The Budget Vote/Board of Education Election will be held on Tuesday, May 21, 2019.
 Motion for approval by Jamie Lee, seconded by Natalie Hurley, with motion approved 6-0.
10. Board Action - Approval to **excess the following as surplus equipment** per Board of Education Policy #5250:
 - 2006 Ford F-350 plow truck VIN # 1FTWF315X6EA01673
 Motion for approval by Albert Romano, seconded by Brien Spooner, with motion approved 6-0.
11. Board Action - Approval of the **sale of 2006 Ford F-350 plow truck** VIN # 1FTWF315X6EA01673 to Frontier Housing Corporation for fair market value of \$6227.
 Motion for approval by Jamie Lee, seconded by Albert Romano, with motion approved 6-0.
12. Board Action - Approval of **Committee on Special Education Reports**
 Motion for approval by Kelly Milkowich, seconded by Natalie Hurley, with motion approved 6-0.

ITEMS FOR BOARD ACTION - PERSONNEL

Motion for approval by Albert Romano, seconded by Kelly Milkowich, with motion approved 6-0.

1. Retirements as listed: (none)
2. Resignations as listed:

Name	Position	Effective Date
Amy O'Riley	Spanish Teacher	7/6/2018
Maria Wietig	Teacher Assistant	8/28/2018
Trinia-Marie Bartlett	Mathmatics Teacher	8/28/2018
Nancy K. Hardwick	English 7-12 Teacher	8/31/2018
Janel Smith	Teacher Assistant	8/31/2018
Stephanie Shorkey	4-Hour Teacher Aide	8/31/2018
Sheri Travers	4-Hour Teacher Aide	8/31/2018

3. Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Nancy K. Hardwick	Library Media Specialist	No change in current salary \$62,290 annually-Step 16	3-Year probationary tenure period as Library Media commencing 9/1/2018	9/1/2018
Julia M. LaVere	School Social Worker	\$45,880 annually-Step 1 (MB+39)	n/a	9/1/2018
Kayla Yost	0.5 Music Teacher	\$44,120 annually (prorated)-Step 2 (B+0)	n/a	9/1/2018
Melissa L. Nabinger	Director of Student Services	\$80,000 annually (prorated)	4-Year probationary tenure period as School District Administrator commencing 8/14/2018	8/14/2018
Jennifer M. Stanton	Assistant Principal	\$80,000 annually (prorated)	4-Year probationary tenure period as School District Administrator commencing 8/15/2018	8/15/2018
Elizabeth Stephens	Technology Teacher	\$68,300 annually-Step 23 (M+20)	3-Year probationary tenure period as Industrial Arts Education commencing 9/1/2018	9/1/2018
Janel Smith	Special Education Teacher	\$51,060 annually-Step 6 (MB+39)	3-Year probationary tenure period as Special Education Teacher commencing 9/1/2018	9/1/2018
Julia M. Nieves-Soto	Spanish Teacher	\$45,880 annually-Step 1 (MB+39)	4-Year probationary tenure period as Language Teacher commencing 9/1/2018	9/1/2018
Pamela Jewett	Cashier	\$6,179 annually- Step 6	n/a	8/14/2018
Michael Tundo	Substitute Cleaner	\$11.51 per hour	n/a	8/14/2018
Stephanie Shorkey	7-Hour Teacher Aide	\$13,875 annually-Step 3	n/a	9/1/2018
Sheri Travers	7-Hour Aide	\$17,283 annually -Step 10	n/a	9/1/2018
John P. Middlestate	Substitute Bus Driver	\$15.14 per hour	n/a	8/14/2018
Tyler Clark	Cleaner	\$23,945 annually-Step 3	n/a	8/14/2018
Kathy A. West	Substitutute Teacher	\$95 per day	n/a	9/1/2018
Mauro A. Orcesi	Substitute Teacher	\$95 per day	n/a	9/1/2018
Jennifer Gregory	Substitute Teacher	\$95 per day	n/a	9/1/2018

4. PAID Coaching Appointments as listed:

Name	Fall 2018 Sports	Coaching Certification	Effective Date
Philip Jenner	Varsity Boys Soccer	Teacher-Coach*	8/14/2018
Bethany Todd	Varsity Cheerleading	Temporary Coaching License 2 nd to 4 th Renewal****	8/14/2018
Stephanie Karandy	Modified Soccer	Teacher-Coach*	8/14/2018
Gary Black	Varsity Football	Professional Coaching License****	8/14/2018
Andrew Shaw	Varsity Football	Temporary Coaching License 2 nd to 4 th Renewal****	8/14/2018
Patrick Amell	Varsity Football	Temporary Coaching License 2 nd to 4 th Renewal****	8/14/2018
Mark Heller	Junior Varsity Football	Professional Coaching License****	8/14/2018
Jessica Bower	Varsity Girls Soccer	Teacher-Coach*	8/14/2018
Lindsay Labiendo	Junior Varsity Girls Soccer	Teacher-Coach*	8/14/2018

Malcolm Jones	Junior Varsity Boys Soccer	Teacher-Coach*	8/14/2018
Jose Bernier	Modified Boys Soccer	Teacher-Coach*	8/14/2018
Megan Scordo	Varsity Cheerleading	Temporary Coaching License 1 st Renewal****	8/14/2018
William Covey	Girls Tennis	Teacher-Coach*	8/14/2018
Drew T. Heise	Junior Varsity Football	Temporary Coaching License ****	8/14/2018

5. UNPAID Coaching Appointments as listed:

Name	Fall 2018 Sports	Coaching Certification	Effective Date
Justin Hall	Junior Varsity Football	Temporary Coaching License 1 st Renewal****	8/14/2018
Tyler J. Darby	Modified Football	Temporary Coaching License****	8/14/2018

Coaches possess the following [as mandated by NYSED]:

Teaching Certificate: Child Abuse / School Violence / DASA / First Aid / CPR / Concussion Workshop / Fingerprint Clearance / [Philosophies & Principals / Theories and Techniques [sport specific] / Health Sciences as required] *

Non-Teaching 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 ****

ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE

1. FINAL Fingerprint Clearance - 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 NYSED, 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 Jamie Lee, seconded by Albert Romano, with motion approved 6-0.

- **Julia M. LaVere** - School Social Worker
- **Melissa L. Nabinger** - School District Administrator
- **Jennifer M. Stanton** - School District Administrator
- **Elizabeth Stephens** - Teacher
- **Julia M. Nieves-Soto** - Teacher
- **Michael Tundo** - Substitute Cleaner
- **Mauro A. Orcesi** - Substitute Teacher
- **Tyler Clark** - Cleaner
- **Jennifer Gregory** - Substitute Teacher
- **Drew T. Heise** - Coach
- **Tyler J. Darby** - Coach

ITEMS FOR BOARD ACTION - PERSONNEL continued

Motion for approval by Kelly Milkowich, seconded by Jamie Lee, with motion approved 6-0.

1. Board Action - Approval of **Authorizations**, as continued from the Organizational Meeting held July 3, 2018:
 - **Item #8-B - Chairperson for Committee on Special Education**.....Melissa Nabinger
 - **Item #8-B - Section 504 Coordinator**.....Melissa Nabinger
 - **Item #8-G - Committee on Special Education-GBCSD CSE Committee Representative/Chairperson**.....Melissa Nabinger
 - **Item #8-H - General Brown CSD CPSE Committee Representative/Chairperson**.....Melissa Nabinger
 - **Item #8-I - General Brown CSD CSE Sub-Committee Representative/Chairperson**.....Melissa Nabinger

SUPERINTENDENTS’ REPORTS

1. Assistant Superintendent - Mrs. Smith
2. Superintendent - Mrs. Case

CORRESPONDENCE & UPCOMING EVENTS (as provided)

ITEMS FOR NEXT MEETING

1. **Monday September 10, 2018** - Regular Meeting will begin at 5:30 p.m. in the General Brown Room

ADJOURNMENT OF MEETING (motion / time required)

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

Motion for approval by Brien Spooner, seconded by Kelly Milkowich, with motion approved 6-0. Time adjourned: 5:58 p.m.

— A Board of Education/Leadership Workshop immediately followed the regular meeting. Mr. Doninic D’Imperio, Director and George Shaffer III, Esq. of Jefferson-Lewis BOCES Labor Relations Office provided information for the Board.

Respectfully submitted:

Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated August 13, 2018