

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

REGULAR MEETING
Monday October 1, 2018 5:30 p.m.
Cafeteria - Jr./Sr. High School
Preliminary
AGENDA

5:30 p.m. Call to Order - Pledge of Allegiance
REGULAR MEETING

APPROVAL OF AGENDA

PRESENTATION - Bernier Carr & Associates: Capital Project Updates

AUDIT COMMITTEE MEETING - (See Audit Committee Meeting agenda)

Following adjournment of the Audit Committee Meeting:

1. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **Independent Auditors' Report**, as presented by Laurie Podvin, CPA of Bowers & Company.

PUBLIC COMMENT REQUESTS -

CONSENT AGENDA

1. Approval of Minutes as listed:
 - September 10, 2018 - Regular Meeting
2. Approval of Building and Grounds Requests as listed:
 - BGP cafeteria - Mondays from September 10, 2018 to June 26, 2019 from 6:00-7:30 p.m. - Girl Scouts - meetings
 - DEX cafeteria - Tuesdays bi-weekly from September 18, 2018 to June 18, 2019 - Girl Scout Troop 50062 - meetings
 - DEX art room - October 31 to December 12, 2018 from 3:00-3:45 p.m. - Watertown YMCA - After School Art
 - DEX gymnasium - Mondays and Wednesdays from November 12, 2018 to March 27, 2019 from 6:00- 8:15 p.m. - Mighty Lions PeeWee Wrestling Club - practices
3. Approval of Conferences and Workshops as listed:
 - Kelly Milkowich - Jefferson-Lewis School Boards Association Fall Dinner Meeting "New Mental Health Laws to Provide Instruction to All Students" - September 27, 2018
 - Stacy Latham - Pre-Service Course - JLBOCES - Glenfield, NY - September 28, 2018
 - Barbara J. Case - Ft. Drum Regional Health Planning Organization Meeting - JLBOCES - October 29, 2018
 - Debbie Matusiak - Restraint Training - JLBOCES - Glenfield, NY - November 1-2, 2018
 - Barbara J. Case - NYSAWA School District Collective Bargaining Workshop - OCM BOCES Syracuse, NY - November 30, 2018
4. Approval of Conferences and Workshops as per *My Learning Plan* Report 9/27/18
5. Approval of Financial Reports / Warrants (none at this time)

REGULAR AGENDA

Other Discussion and Action Items

Board Member Reports / Staff Member Reports and Presentations

1. Comments / Information from Board Members
 - Educating the Class of 2030
 - Drug Panel Discussion
 - JLSBA Workshop - New Mental Health Laws
2. Staff Member Reports as provided
3. Staff Member Presentations - (none at this time)

Items for Board Information / Discussion

4. Board Information / Discussion - Policy Review
 - Board Action - 2nd Reading / Adoption of **Policy #5660 - School Food Service Program and Meal Charge Policy**
 - Board Action - Deletion of **Policy #5662 - Food Service Account Charging Policy**
5. Board Discussion - continuing discussion of the **Strategic Action Plan**
6. Board Discussion - continuing discussion of **Board of Education GOALS**
7. Board Discussion - continuing discussion of the **Reorganization Study-2015**

Items for Board Discussion / Action

8. Board Discussion / Action - Approval of Overnight Field Trip for Sporting Event Request
9. Board Action - Approval of **School Tax Collector Reports**
10. Board Action - Approval of **2018-2019 Class/Club Advisors** as listed:

Club/Class	Advisor	Club/Class	Advisor
Class of 2019 Class of 2019		International Club International Club International Club International Club	
Class of 2020 Class of 2020		Key Club Key Club	
Class of 2021 Class of 2021		Student Council Student Council	
Class of 2022 Class of 2022		Performing Arts Performing Arts	
Class of 2023 Class of 2023		Yearbook	
Class of 2024 Class of 2024		Teen Advisory Group	
Sr. Honor Society		SADD	
Jr. Honor Society		Recycling Club	
Whiz Quiz		Teacher Instructional Leaders / Building	
GB Gazette		Teacher Technology Leaders / Building	
FCCLA		TTL Facilitator TIL Facilitator	

11. Board Discussion / Action - Adoption of the following **Resolution for Lead Evaluator of Teachers:**
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 Teachers, therefore, **BE IT RESOLVED**, that upon recommendation of the Superintendent of Schools, the following be certified as Lead Evaluator of Teachers:
 - Jennifer Stanton (9/13/18)
 - Nicole Donaldson (5/16/18)
 - David Ramie (8/17/18)
 - Joseph O'Donnell (8/17/18)

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

ITEMS FOR BOARD ACTION - PERSONNEL

13. Board Action - Personnel changes as listed:

(A) Retirements:

Name	Position	Effective Date

(B) Resignations:

Name	Position	Effective Date

(C) Appointments:

Name	Position	Annual Salary / Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
^Kyle T. Scordo	Substitute Teacher	^Corrected rate-\$90 per day	n/a	9/11/2018
^Jenna A. Matthews	Substitute Teacher	^Corrected rate-\$90 per day	n/a	9/11/2018
Jacqueline W. Richard	Substitute Teacher	\$90 per day	n/a	10/02/2018
Dana C. Burke	Substitute Teacher	\$95 per day (certified)	n/a	10/02/2018
Lori A. Plantz	Substitute Teacher Aide	\$11.46 per hour	n/a	10/02/2018
	Substitute Teacher	\$90 per day	n/a	10/02/2018
Ashley J. Astorga	Substitute Teacher Aide	\$11.46 per hour	n/a	10/02/2018
	Substitute Nurse	\$13.64 per hour	n/a	10/02/2018
	Substitute Teacher	\$90 per day	n/a	10/02/2018
Christie B. Fanguy	Substitute Teacher Aide	\$11.46 per hour	n/a	10/02/2018
	Substitute Teacher	\$90 per day	n/a	10/02/2018
Sara R. Sanders	Substitute Teacher	\$90 per day	n/a	10/02/2018
Katelyn Longamore	Substitute Teacher	\$80 per day	n/a	10/02/2018
Courtney L. Hughes	Substitute Teacher Aide	\$11.46 per hour	n/a	10/02/2018
	Substitute Teacher	\$80/day	n/a	10/02/2018

(D) PAID Coaching Appointments:

Name	Winter 2018 Sports	Coaching Certification	Effective Date
James Covey	Varsity Boys Basketball	Teacher-Coach*	10/02/2018
James Blunden	Modified Boys Basketball	Teacher-Coach*	10/02/2018
Jared Knowlton	Modified Boys Basketball	Teacher-Coach*	10/02/2018
Janelle Ferris	Varsity Girls Basketball	Teacher-Coach*	10/02/2018
Katie L. St. Pierre	Modified Girls Basketball	Teacher-Coach*	10/02/2018
Carrie LaSage	Varsity Volleyball	Teacher-Coach*	10/02/2018
Amy O'Riley	JV Volleyball	Teacher-Coach*	10/02/2018
Catherine Behling	Modified Volleyball	Teacher-Coach*	10/02/2018
Megan Scordo	Cheerleading	Teacher-Coach*	10/02/2018
Michael Hartle	Varsity Wrestling	Teacher-Coach*	10/02/2018
Darrick W. Smith	JV Wrestling	Temporary Coaching License 2 nd -4 th Renewal****	10/02/2018
Chad O. Snow	Modified Wrestling	Temporary Coaching License 2 nd -4 th Renewal****	10/02/2018

(E) UNPAID Coaching Appointments:

Name	Fall 2018 Sports	Coaching Certification	Effective Date
Justin D. Keegan	Boys Soccer	Temporary Coaching License 2 nd -4 th Renewal****	10/02/2018

(F) UNPAID Coaching Appointments:

Name	Winter 2018 Sports	Coaching Certification	Effective Date
Jessica Bower	Girls Basketball Assistant	Teacher-Coach*	10/02/2018
Melissa Zehr	Volleyball Assistant	Teacher-Coach*	10/02/2018
Donielle A. Kilionski	Volleyball	Temporary Coaching License 2 nd -4 th Renewal****	10/02/2018

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

14. 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:

- **Jacqueline Richard** - Substitute Teacher
- **Dana C. Burke** - Substitute Teacher
- **Lori A. Plantz** - Substitute Teacher
- **Ashley J. Astorga** - Substitute Teacher
- **Christie B. Fanguy** - Substitute Teacher
- **Sara R. Sanders** - Substitute Teacher
- **Katelyn Longamore** - Substitute Teacher
- **Courtney L. Hughes** - Substitute Teacher

SUPERINTENDENTS’ REPORTS

15. Assistant Superintendent - Mrs. Smith

16. Superintendent - Mrs. Case

CORRESPONDENCE & UPCOMING EVENTS

17. Correspondence Log

ITEMS FOR NEXT MEETING - Tuesday, November 13, 2018 - Regular Meeting will begin at 5:30 p.m. in the General Brown Room

18. _____

PROPOSED EXECUTIVE SESSION

19. **A motion will be requested to enter executive session** for the discussion of

RETURN TO OPEN SESSION

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

MOTION FOR ADJOURNMENT

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

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

GENERAL BROWN CENTRAL SCHOOL DISTRICT

Audit Committee Agenda

October 1, 2018

1. Presentation of *Independent (External) Auditors' Report* - Laurie Podvin, CPA of Bowers & Company

2. Approval of the *Audit Committee minutes from June 11, 2018* (attached)

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

3. Adjournment of Audit Committee

Motion to adjourn the Audit Committee meeting by _____, seconded by _____, with the motion approved ____/____.

[Note: Once the audit committee meeting is adjourned, the Board will take action to approve the external audit report.]

**GENERAL BROWN CENTRAL SCHOOL DISTRICT
Audit Committee Meeting**

**Unapproved
Minutes
June 11, 2018**

1. Presentation of *the Internal Claims Auditor's Report* - Mr. Alvin Hasner

2. Approval of the *Audit Committee minutes from October 2, 2017*
Motion for approval by Sandra Klindt, seconded by Daniel Dupee, with motion approved 7-0.

ADJOURNMENT:

Motion to adjourn the Audit Committee meeting by Brien Spooner, seconded by Albert Romano, with the motion approved 7-0.

ReportResults

Building_Name	Last_First_Name	Activity_Title	Start__Date
JR-SR HS	NEWVINE, DUSTIN	Apple's Swift Coding - Level 1: for K-8 teachers who are new to Swift	7/17/2018
JR-SR HS	NEWVINE, DUSTIN	Apple's Swift Coding - Level 2: for K-12 teachers who have completed Swift	7/18/2018
DEXTER	AUMELL, EMILY	Bozeman Science: Paul Andersen Supporting New York State Science Learning S	7/27/2018
JR-SR HS	MINCER, DANIEL	Bozeman Science: Paul Andersen Supporting New York State Science Learning S	7/27/2018
JR-SR HS	NEWVINE, DUSTIN	Bozeman Science: Paul Andersen Supporting New York State Science Learning S	7/27/2018
DISTRICT OFFICE	CASE, BARBARA	Gear Up for Fall - A Focus on the Standards for Administrators	7/30/2018
DISTRICT OFFICE	O'DONNELL, JOSEPH	Gear Up for Fall - A Focus on the Standards for Administrators	7/30/2018
DISTRICT OFFICE	SMITH, LISA	Gear Up for Fall - A Focus on the Standards for Administrators	7/30/2018
JR-SR HS	KARANDY, STEPHANIE	Spanish World Language Assessment Development Committee	8/13/2018
BGP	LOTHROP, ASHLEY	Effective Teaching Level I	8/13/2018
DEXTER	LOTHROP, ASHLEY	Effective Teaching Level I	8/13/2018
JR-SR HS	KARANDY, STEPHANIE	Spanish World Language Assessment Development Committee	8/14/2018
JR-SR HS	KARANDY, STEPHANIE	Spanish World Language Assessment Development Committee	8/15/2018
DISTRICT OFFICE	O'DONNELL, JOSEPH	Lead Evaluator Recertification Training	8/17/2018
DEXTER	AUMELL, EMILY	3rd Annual North Country Teacher Technology Fair (Day 1)	8/21/2018
JR-SR HS	KARANDY, STEPHANIE	3rd Annual North Country Teacher Technology Fair (Day 1)	8/21/2018
JR-SR HS	LASAGE, CARRIE	3rd Annual North Country Teacher Technology Fair (Day 1)	8/21/2018
DEXTER	PAIGE, MARY	3rd Annual North Country Teacher Technology Fair (Day 1)	8/21/2018
DEXTER	AUMELL, EMILY	3rd Annual North Country Teacher Technology Fair (Day 2)	8/22/2018
JR-SR HS	LASAGE, CARRIE	3rd Annual North Country Teacher Technology Fair (Day 2)	8/22/2018
DEXTER	PAIGE, MARY	3rd Annual North Country Teacher Technology Fair (Day 2)	8/22/2018
BGP	FIorentino, JOLYNN	Developing Self Assessment Tools for Students	9/17/2018
JR-SR HS	NICOL, CASEY	Elementary & Middle School Counselor's Meetings	9/18/2018
JR-SR HS	KARANDY, STEPHANIE	Seal of Biliteracy Committee Meeting	9/19/2018
DISTRICT OFFICE	PAROBECK, MICHAEL	Staff Evaluation Rating Reporting Webinar	9/20/2018
DEXTER	HARDWICK, NANCY	Interlibrary Loan Training	9/21/2018
DEXTER	HELLER, ERIN	Instructional Coaches Network	9/21/2018
JR-SR HS	LASAGE, CARRIE	Instructional Coaches Network	9/21/2018
JR-SR HS	LASAGE, CARRIE	Inter-library Loan Training	9/24/2018
JR-SR HS	BOWER, JESSICA	Supporting ELL in the Content Areas (Social Studies)	9/25/2018
JR-SR HS	Phillips, Eric	Supporting ELL in the Content Areas (Social Studies)	9/25/2018
BGP	COMINS, LORRAINE	Student Directed IEP Book Series	9/28/2018
JR-SR HS	CROSBY, KAREN	Student Directed IEP Book Series	9/28/2018
DEXTER	DUPEE, KRISTA	Student Directed IEP Book Series	9/28/2018
DISTRICT OFFICE	Nabinger, Melissa	Student Directed IEP Book Series	9/28/2018
JR-SR HS	LASAGE, CARRIE	Hacking your PD: Using Twitter to Learn & Grow your Professional Learning Netw	10/2/2018

ReportResults

DEXTER	GOODRICH, JILLIAN	K-4 Mathematics Network (Grades K-4) (Grades 5-12 please register for the Supp	10/2/2018
DEXTER	MARTIN, STACI	K-4 Mathematics Network (Grades K-4) (Grades 5-12 please register for the Supp	10/2/2018
JR-SR HS	Gregory, Jennifer	Supporting English Language Learners in the Content Areas (Grades 5-12 - Math I	10/2/2018
JR-SR HS	MENAPACE, SUSAN	Supporting English Language Learners in the Content Areas (Grades 5-12 - Math I	10/2/2018
DEXTER	HARDWICK, NANCY	School Library System Communication Coordinator Meetings 18-19 SY	10/3/2018
JR-SR HS	LASAGE, CARRIE	School Library System Communication Coordinator Meetings 18-19 SY	10/3/2018
DEXTER	HARDWICK, NANCY	School Library System Council Meetings 18-19 SY	10/3/2018
JR-SR HS	LASAGE, CARRIE	School Library System Council Meetings 18-19 SY	10/3/2018
BGP	AHLHEIM, PAULA	Co-Teaching 101	10/9/2018
BGP	CANTWELL, KELLY	Co-Teaching 101	10/9/2018
BGP	COMINS, LORRAINE	Co-Teaching 101	10/9/2018
JR-SR HS	DETTMER, SABRINA	Co-Teaching 101	10/9/2018
DEXTER	DUPEE, KRISTA	Co-Teaching 101	10/9/2018
JR-SR HS	FERRIS, JANELLE	Co-Teaching 101	10/9/2018
JR-SR HS	Fiske, Matthew	Co-Teaching 101	10/9/2018
JR-SR HS	Gregory, Jennifer	Co-Teaching 101	10/9/2018
JR-SR HS	KARANDY, STEPHANIE	Co-Teaching 101	10/9/2018
BGP	KNIGHT, LAURIE	Co-Teaching 101	10/9/2018
JR-SR HS	LABIENDO, LINDSAY	Co-Teaching 101	10/9/2018
JR-SR HS	LAMON, MICHELLE	Co-Teaching 101	10/9/2018
JR-SR HS	MENAPACE, SUSAN	Co-Teaching 101	10/9/2018
DISTRICT OFFICE	Nabinger, Melissa	Co-Teaching 101	10/9/2018
BGP	RUSSELL, JULIA	Co-Teaching 101	10/9/2018
JR-SR HS	SHEEN, ELLEN	Co-Teaching 101	10/9/2018
DEXTER	TYO, LISA	Co-Teaching 101	10/9/2018
JR-SR HS	VANBROCKLIN, LISA	Co-Teaching 101	10/9/2018
DEXTER	WIDRICK, ALISON	Co-Teaching 101	10/9/2018
DISTRICT OFFICE	PAROBECK, MICHAEL	Data Warehouse User Group	10/12/2018
DISTRICT OFFICE	Nabinger, Melissa	English Language Learners for Administrators - District Comprehensive ELL Plan	10/15/2018
BGP	FIorentino, JOLYNN	Structuring Guided Reading Groups for Success	10/15/2018
BGP	LaVere, Julia	Trauma-Sensitive Approaches to Early Childhood	10/16/2018
DEXTER	LaVere, Julia	Trauma-Sensitive Approaches to Early Childhood	10/16/2018
BGP	COMINS, LORRAINE	Classroom Management	10/18/2018
BGP	NORTZ, TRICIA	Classroom Management	10/18/2018
DEXTER	VODICKA, MARY	Classroom Management	10/18/2018
DISTRICT OFFICE	RAMIE, DAVID	Elementary Principals Meeting	10/18/2018
JR-SR HS	Ruscio, Melissa	Supporting English Language Learners in Science (Grades 5-12 Science Network	10/23/2018

ReportResults

JR-SR HS	LAMON, MICHELLE	Edge Professional Development Day	10/26/2018
JR-SR HS	MENAPACE, SUSAN	JCC EDGE Day	10/26/2018
JR-SR HS	KARANDY, STEPHANIE	World Language Teachers - Teaching for Proficiency and ACTFL Core Practices	10/26/2018
BGP	FIORENTINO, JOLYNN	Understanding and Implementing UDL	10/29/2018
DEXTER	HARDWICK, NANCY	Mentoring for School Librarians 18-19 SY	10/30/2018
JR-SR HS	DETTMER, SABRINA	Supporting English Language Learners in the Content Areas (Grades 4-12 Reading)	10/30/2018
JR-SR HS	Nieves-Soto, Julia	Supporting English Language Learners in the Content Areas (Grades 4-12 Reading)	10/30/2018
JR-SR HS	Ruscio, Melissa	K-12 Science Network	11/1/2018
BGP	FIORENTINO, JOLYNN	Problem Solving in a Challenging World	11/5/2018
JR-SR HS	ROSE, JOLIE	K-12 Mathematics Network	11/27/2018
JR-SR HS	ZEHR, MELISSA	Health and P.E. Teacher Network Meeting	12/4/2018
DEXTER	WIDRICK, ALISON	PBIS Coaches Network Meeting	12/4/2018
DISTRICT OFFICE	DONALDSON, NICOLE	Lead Evaluator Recertification Training	3/5/2019
JR-SR HS	ROSE, JOLIE	K-12 Mathematics Network	3/19/2019
DEXTER	WIDRICK, ALISON	PBIS Coaches Network Meeting	5/9/2019

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

REGULAR MEETING
Monday September 10, 2018 5:30 p.m.
General Brown Room - Jr./Sr. High School

Unapproved
MINUTES

REGULAR MEETING

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

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

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; Jennifer Stanton, Assistant Principal Jr.-Sr. High School; Melissa Nabinger, Director of Student Services; Deanna Gullquist, Network Administrator; Debra Bennett, District Clerk; Staff Members Mrs. LaSage and Mr. Phillips; 5 Students from Mr. Phillips' Government class, and 1 student from Indian River CSD.

Approval of Agenda

Motion for approval by Daniel Dupee, seconded by Natalie Hurley, with motion approved 7-0.

Presentations - (none at this time)

Public Comment Requests - (no requests at this time)

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Daniel Dupee, and seconded by Brien Spooner. - Motion approved 7-0.

1. Approval of Minutes as listed:
 - August 13, 2018 - Regular Meeting
 - August 27, 2018 - Special Meeting

2. Approval of Building and Grounds Requests as listed:
 - JSHS Fisher Field - September 1 through October 13, 2018 as per schedule - Dexter Pop Warner Football - games
 - DEX Elementary gymnasium, cafeteria and band room - Thursdays from September 6, 2018 through June 20, 2019 from 6:00 p.m. to 8:00 p.m. - YMCA Karate Club - classes
 - BGP Elementary OT/PT room - Monday - Fridays from September 10, 2018 through June 26, 2019 from 3:30 p.m. to 5:30 p.m. - Jillian Goodrich - Reading/Math Tutoring (fee TBD)
 - DEX Elementary music room - Wednesdays and Thursdays from September 12, 2018 through June 20, 2019 from 4:00 p.m. to 6:30 p.m. - Lindsey Davis - private piano & woodwind lessons - \$12.50 per lesson
 - DEX Elementary room - Wednesdays from October 1, 2018 through June 19, 2019 from 3:45 p.m. to 5:30 p.m. - Tanna Fleming - yoga classes - (fee TBD)
 - BGP Elementary cafeteria - October 3,10,17,24, 31; November 7,14, 2018; March 20,27; April 3,10,24; May 1,8, 2019 from 3:30 p.m. to 4:45 p.m. - Good News Club meetings

3. Approval of Conferences and Workshops as listed:
 - Rebecca L. Flath - Benefit Services Group Fall Seminar - Hilton Garden Inn, Watertown, NY - September 19, 2018
 - Barbara J. Case - Jefferson-Lewis School Boards Association Fall Dinner Meeting "New Mental Health Laws to Provide Instruction to All Students" - September 27, 2018
 - Natalie Hurley - Jefferson-Lewis School Boards Association Fall Dinner Meeting "New Mental Health Laws to Provide Instruction to All Students" - September 27, 2018

4. Approval of Conferences and Workshops as per *My Learning Plan* Report 9/13/18

5. Approval of Financial Reports / Warrants (none at this time)

REGULAR AGENDA

Other Discussion and Action

Board Member Reports / Staff Member Reports / Presentations

1. Comments / Information from Board Members:
 Questions arose from Members regarding class sizes and grade centering. Following discussion and consensus from the Board, they requested Mrs. Case investigate grade centering, and asked to review a previous study commissioned on this topic.
2. Staff Member Reports:
 Ms. Donaldson reported that school was off to a good start. The first lock-down drill was conducted today.
3. Staff Member Presentations: (none at this time)

Items for Board Information / Discussion

4. Board Information - Policy Review
 - ❖ Board Discussion - 1st Reading - *draft Policy #5660 - School Food Service Program and Meal Charge Policy*
 - ❖ Board Discussion - Delete *Policy #5662 - Food Service Account Charging Policy* (to be deleted following adoption of Policy #5660)
5. Board Information - "Friendship" payment in lieu-of-taxes has been received from Frontier Housing Corporation for Poole Memorial Park Apartments (\$2000), and Smith Hill Apartments (\$500).
6. Board Information - Invitation from Jefferson-Lewis School Boards Association Fall Dinner Meeting - Topic: "*New Mental Health Laws to Provide Instruction to All Students*" - Ryan's Lookout, Henderson, NY - September 27, 2018

Items for Board Discussion / Action

7. Board Discussion / Action - Approval of ***New York State School Boards Association*** membership dues for the period of July 1, 2018 to June 30, 2019 - \$7,625. (2017-2018 dues \$7,475)
 Following discussion, the Board asked that NYSSBA services be tracked for the 2018-2019 school year to evaluate future membership.
 Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 7-0.
8. Board Discussion / Action - ***Nomination of Voting Delegate for the 2018 NYSSBA Annual Business Meeting*** - Saturday, October 27, 2018 at 8:00 a.m. at the Sheraton New York Times Square Hotel.

 The Voting Delegate must be present from the opening of the annual meeting at 8:00 a.m. on Saturday, October 27th, until the termination of Association Business.
 Nomination of Kelly Milkowich as Delegate by Sandra Klindt, seconded by Daniel Dupee, with motion approved 7-0.
 Nomination of Sandra Klindt as Alternate by Albert Romano, seconded by Daniel Dupee, with motion approved 7-0.
9. 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 Brien Spooner, seconded by Albert Romano, with motion approved 7-0.

Substitute Teachers	Substitute Aides	Substitute Food Service
Corissa Grey Jeralee Jobson Maria Schueler Theresa Thilges Helen Timerman	Theresa Thilges Ashley Morrow Nikki Leeper	Ashley Kudlack

10. Board Action - Approval is requested to award ***Steete-Ponte (Yorkville) for the purchase of one 2019 Ford F-250 truck in the amount of \$25,199.***
 Motion for approval by Brien Spooner, seconded by Kelly Milkowich, with motion approved 7-0.

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

Motion for approval by Albert Romano, seconded by Brien Spooner, with motion approved 7-0.

Items for Board Action - Personnel

12. Board Action - Personnel changes as listed:

A motion for approval of the following PERSONNEL CHANGES, with *effective dates* as listed is made by Brien Spooner, seconded by Jamie Lee, with motion approved 7-0.

(A) Retirements: (none at this time)

(B) Resignations:

Name	Position	Effective Date
Rebecca Beaudoin	Teacher Assistant	8/31/2018
Pamela Jewett	Cashier	8/28/2018

(C) Appointments:

Name	Position	Annual Salary / Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Kathy A. West (correction) Charles T. Cady	Substitutute Teacher	Correction from August 13, 2018 \$90/day	n/a	9/01/2018
	Substitute Teacher / Substitute Teacher Aide / Subsitute Cleaner	\$80 per day \$11.46 per hour \$11.51 per hour	n/a n/a n/a	9/11/2018 9/11/2018 9/11/2018
Kyle T. Scordo	Substitute Teacher	\$85 per day	n/a	9/11/2018
Michael E. Branski	Substitute Teacher	\$80 per day	n/a	9/11/2018
Jenna A. Matthews	Substitute Teacher	\$85 per day	n/a	9/11/2018
Joseph M. Machia	Substitute Cleaner	\$11.51 per hour	n/a	9/11/2018
Wendy Johnson	Teacher Assistant	\$17,620 annually-Step 4 (prorated)	4-Year Probationary Tenure Appointment commencing 9/11/2018	9/11/2018

ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE

13. 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 Brien Spooner, seconded by Albert Romano, with motion approved 7-0.

- **Charles T. Cady** - Substitute Teacher
- **Kyle T. Scordo** - Substitute Teacher
- **Michael E. Branski** - Substitute Teacher
- **Jenna A. Matthews** - Substitute Teacher
- **Joseph M. Machia** - Substitute Cleaner
- **Wendy J. Johnson** - Teacher Assistant

SUPERINTENDENTS’ REPORTS

14. Assistant Superintendent - Mrs. Smith

15. Superintendent - Mrs. Case shared a Board Meeting Presentation Schedule (to include teachers and students) / Dates for Strategic Action Plan Overview / Board of Education Goals (draft for October 1 meeting). Mrs. Case also discussed a review of current policies #7130 Residency and #7132-Non Resident Students. The Board asked Mrs. Case to revise the current policies to reflect past practice, yet allow for exceptions under extraordinary circumstances.

CORRESPONDENCE & UPCOMING EVENTS

16. Correspondence Log

ITEMS FOR NEXT MEETING Monday, October 1, 2018 - Regular Meeting will begin at 5:30 p.m. in the General Brown Room

17. 2nd Reading - Policy #5660 / Delete Policy #5662 / 1st Reading of revised residency Policies #7130 and #7132 / Review of revised Board Goals for 2018-2019 / Presentation from Bernier & Carr Associates / Presentation of Annual External Audit

PROPOSED EXECUTIVE SESSION

18. **A motion is requested to enter executive session** for the discussion of a current specific legal matter.

Motion for approval by Natalie Hurley, seconded by Brien Spooner, with motion approved 7-0. Time entered: 6:17 p.m.

RETURN TO OPEN SESSION

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

Motion for approval by Daniel Dupee, seconded by Albert Romano, with motion approved 7-0. Time: 6:25 p.m.

MOTION FOR ADJOURNMENT

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

Motion for approval by Jamie Lee, seconded by Kelly Milkowich, with motion approved 7-0. Time adjourned: 6:37 p.m.

Respectfully submitted:

Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated September 10, 2018

SCHOOL FOOD SERVICE PROGRAM AND MEAL CHARGE POLICY

Purpose.

The goal of the General Brown Central School District is to provide student access to nutritious no or low-cost meals each school day and to ensure that a pupil whose parent/guardian has unpaid school meal fees is not shamed or treated differently than a pupil whose parent/guardian does not have unpaid meal fees.

The purpose of this policy is to insure compliance with federal requirements for the USDA Child Nutrition Program and to provide oversight and accountability for the collection of outstanding student meal balances to ensure that the student is not stigmatized, distressed or embarrassed.

This policy establishes procedures to address unpaid meal charges throughout the General Brown Central School District in a way that does not stigmatize distress or embarrass students. The provisions of this policy pertain to regular priced reimbursable school breakfast, lunch. The General Brown Central School District provides this policy as a courtesy to those students in the event that they forget or lose their money. Charging of items outside of the reimbursable meals (a la carte items, adult meals, etc.) is prohibited.

Policy.

Free Meal Benefit - Free eligible students will be allowed to receive a free breakfast and lunch meal of their choice each day. A la carte items or other similar items must be paid/prepaid.

Reduced Meal Benefit - Reduced eligible students will be allowed to receive a breakfast of their choice for 25¢ and lunch of their choice for 25¢ each day. The charge meals offered to students will be reimbursable meals available to all students, unless the student's parent or guardian has specifically provided written permission to the school to withhold a meal (Appendix B: Parent Flag Instructions). A la carte items or other similar items must be paid/prepaid.

Full Pay Students - Students will pay for meals at the school's published paid meal rate each day. The charge meals offered to students will be the reimbursable meals available to all students, unless the student's parent or guardian has specifically provided written permission to the school to withhold a meal (Appendix B: Parent Flag Instructions). A la carte items or other similar items must be paid/prepaid.

Ongoing Staff Training - Staff will be trained annually and on an as needed basis on the procedures for managing meal charges using the NYSED Webinar or the school's training program.

Parent Notification - The Food Service Director will review all student accounts twice monthly. The Food Service Department will contact the parent or guardian once an account is \$10 or more in arrears (Appendix A: Food Service Account Charging Policy).

Parent Outreach - The Food Service Director will make 2 documented attempts to reach out to parents/guardians to complete a Free and Reduced application (F&R Application). The first attempt will be part of the Food Service Day 1 package. The second attempt will be to reach out

POLICY

Draft 08/17/18

NON-INSTRUCTIONAL BUSINESS

5660

SCHOOL FOOD SERVICE PROGRAM AND MEAL CHARGE POLICY

to those previously enrolled in the Free and Reduced program within the first 45 academic days of the school year.

The Food Service Day 1 package will also include a flag instruction form so that parents can convey any special instructions concerning student's accounts (Appendix B).

School staff will contact the parent/guardian to offer assistance with completion of meal application to determine if there are other issues within the household causing the child to have insufficient funds, offering any other assistance that is appropriate.

The parent/guardian should contact the Food Service Department if they need assistance with completing the Free and Reduced application (F&R Application).

Minimizing Student Distress - The General Brown Central School District will not publicly identify or stigmatize any student on the line or discuss any outstanding meal debt in the presence of any other students.

The General Brown Central School District will not take any action directed at a student to collect unpaid school meal fees.

Students who incur meal charges will not be required to wear a wristband or handstamp, to do chores or work to pay for meals.

Schools will not throw away a meal after it has been served because of the student's inability to pay for the meal or because of previous meal charges.

The General Brown Central School District will deal directly with parents/guardians regarding unpaid school meal fees (Appendix A). Students will not be confronted about any unpaid school meal fees.

Ongoing Eligibility Certification - The Food Service Director or designated individual will conduct direct certification with NYSSIS or using NYSED Roster Upload every 2 months to maximize free eligibility.

The Food Service Director or designated individual will provide parents/guardians with free and reduced price application and instructions at the beginning of each school year in school enrollment packet. If enrollment is after the beginning of the school year, the initial day 1 packet will be given out during the enrollment process.

The General Brown Central School District will accept electronic meal applications, and will provide an explanation of the process in the school enrollment packet along with instructions on how to request a paper application at no cost. Electronic meal applications and instructions are provided on our website at www.gbliions.org using the Food Service quick link in the right column on the page (Food Service Department).

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SCHOOL FOOD SERVICE PROGRAM AND MEAL CHARGE POLICY

The General Brown Central School District will provide additional free and reduced price applications throughout the school year to families identified as owing meal charges.

The General Brown Central School District will use administrative prerogative judiciously, only after using all efforts to obtain a completed application from the parent/guardian only with available information on family size and income that falls within approvable guidelines.

The General Brown Central School District will coordinate with the foster, homeless, migrant, runaway coordinators at least monthly to certify eligible students.

Students/Parents/Guardians may pay for meals in advance via MySchoolBucks or with a check payable to General Brown Cafeteria. Further details are available on our webpage at General Brown. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student may/will be carried over to the next school year.

A written or emailed request for a refund for any money remaining in their account must be submitted to the Food Service Director for withdrawn or graduating students. Students who are graduating at the end of the year will be given the option to transfer to a sibling's account with a written request.

Unclaimed Funds must be requested within one school year. Afterwards, all unclaimed funds become the property of the General Brown Central School District Food Service Program.

POLICY

Draft 08/17/18

NON-INSTRUCTIONAL BUSINESS

5660

SCHOOL FOOD SERVICE PROGRAM AND MEAL CHARGE POLICY

Appendix A

~~NON-INSTRUCTIONAL BUSINESS 5662~~
FOOD SERVICE ACCOUNT CHARGING POLICY

Student Accounts

Charging a meal is a courtesy that the General Brown Central School District extends to its students in the event that a child does not have available funds to purchase a school breakfast or lunch. Parent(s)/guardian(s) should ensure accounts are up to date and balanced.

- a) Snacks may be charged only if there is enough money in the student's pre-paid account to cover the full amount of the charge.
- b) The Food Service Director will review all student accounts twice monthly. The Food Service Department will contact the parent or guardian once an account is \$10 or more in arrears.
- c) 15 days after 1st contact, if the account is still in arrears, the Food Service Department will mail a letter for restitution that includes a Free and Reduced application (F&R Application). Applications received and approved will not clear up the current debt, but will alleviate any future balances and debts from incurring from the date of approval.
- d) If after 45 days the account remains in arrears, The District Business Office will send a third letter via certified mail seeking restitution.

Adult Accounts

In accordance with the New York State Child Nutrition Program Administration memorandum dated May 2006, all adults, including staff and faculty of the General Brown School District, should pay for their meals at the time of service or set up pre-paid accounts. Adults, including staff and faculty, will be allowed to charge meals against pre-paid account balances only. No other charges will be allowed.

POLICY

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NON-INSTRUCTIONAL BUSINESS

5660

SCHOOL FOOD SERVICE PROGRAM AND MEAL CHARGE POLICY

Appendix B

PARENT FLAG INSTRUCTIONS

If you would like to place a flag on your student's account please fill out this form and return it to the food service department. **Please fill out 1 form per student.**

Flags from previous years have been removed.

Students name: _____

School: _____

Please check the box(s) that describes your flag instructions best.

- Do not allow my student to charge extra items using lunch account.
- Student must use cash to purchase extras and doubles.
- Do not allow my student to purchase extras or doubles.
- Do not allow my student to charge anything, this includes Breakfast and Lunch.
- Do not allow my student to purchase Breakfast for any reason.
- Do not allow my student to purchase Lunch for any reason.
- Allergy (please specify/ Doctor's not needed to alter meal pattern)
- Other (reason not specified) _____

***We will do our best to serve your wishes and assist in controlling your student's account.

Printed Name

Signature

POLICY

Draft 08/17/18

NON-INSTRUCTIONAL BUSINESS

5660

SCHOOL FOOD SERVICE PROGRAM AND MEAL CHARGE POLICY

=====
General Brown Central School District
Child Nutrition and WIC Reauthorization Act of 2004, Public Law Section 108-265 Section 204
Richard B. Russell National School Lunch Act 1946, 42 United States Code (USC) Section 1751 et seq.
Child Nutrition Act of 1966, 42 United States Code (USC) Section 1771 et seq.
7 Code of Federal Regulations (CFR) Section 210.10
Adopted: 5/10/10

Revised: _____*

NON-INSTRUCTIONAL BUSINESS

FOOD SERVICE ACCOUNT CHARGING POLICY

Student Accounts

Charging a meal is a courtesy that the General Brown Central School District extends to its students in the event that a child does not have available funds to purchase a school breakfast or lunch. Parent(s)/guardian(s) should ensure accounts are up to date and balanced.

- a) Snacks may be charged only if there is enough money in the student's pre-paid account to cover the full amount of the charge.
- b) The Food Service Director will review all student accounts twice monthly. The Food Service Department will send a letter or a note home once an account is ten dollars (\$10) or more in arrears.
- c) Once a student's account reaches the ten dollar (\$10) amount only reimbursable meals may be charged.
- d) After fifteen (15) days, if a second letter is required for restitution, the Food Service Department will include a Free and Reduced application to the mailing. (Any applications received and approved will not clear up the current debt, but possibly alleviate balances and debts for increasing.)
- e) The District Business Office will send a third letter via certified mail if the account remains in arrears after forty-five (45) days.

Adult Accounts

In accordance with the New York State Child Nutrition Program Administration memorandum dated May 2006, (see attachment) all adults, including staff and faculty of the General Brown School District, should pay for their meals at the time of service or set up pre-paid accounts. Adults, including staff and faculty, will be allowed to charge meals against pre-paid account balances only. No other charges will be allowed.

Overnight Field Trip for Sporting Event Request

Team: Varsity Boys Basketball

Head Coach: Jim Covey

Event: Two non-league games

Dates: November 30 and December 1, 2018
(Times TBD)

Place: Glens Falls Civic Center, Glens Falls, NY

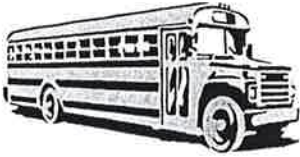
Number of students: 9-12 (Grades 10-12)

Rationale:

This is a once in a lifetime opportunity to play two non-league games (Moriah and Plattsburgh) in the venue that hosted the NYSPHSAA Final Four for many years. It falls in an ideal spot in our schedule as we were scheduled for a bye in the December 7-8 block of the Frontier League schedule. We have a team that is both experienced and talented. It is a chance to play a school similar in size (Plattsburgh) and a team that has played in the Final Four in the past. (Moriah)

Attending the game with our student-athletes will be their parents. Several of them (Erin Heller, Sheri Nichols, Lisa Lennox, Matt Fiske) are employees in our district, while several others (Julie Rosbrook, Mandy Johnson, Mike Lennox) are employees of neighboring districts. That means Coach Covey will be in charge of supervision, but he will have plenty of support.

Transportation down on Friday would be supplied by General Brown, while each student-athlete would be responsible (with signed permission slips) for their own transportation home on Saturday. Any costs incurred (hotel, food, etc.) after the student-athletes are dropped off are the responsibility of the basketball program and/or each individual student-athlete.



General Brown Central School
 Transportation Department
 Request for Transportation by School Bus or Buses

Teacher: Jim Corey Grade: 9-12 Date: 9-14-18
 Building: High School

Number of Students: 9-12
 Number of Chaperones: 2 (1 for every 10 students)

Date of Trip: November 30, 2018
 Destination: Glens Falls, NY

Person Contacted at Destination: Tom Breene (Organizer)

Distance from School: 186 (Miles)
 Time of Departure: TBD
 Time of Pick up: N/A

Educational Value: _____

Health Office Notification: 9-17-18 TB

Special or Unique Student Medications and/or Physical Situations: Health Concerns on parent's perm. or white coats

First Aid Kit Signed for: Please see me if needed TB

List Procedures to be followed in case of emergency or accident (Name of Hospital etc.):
Call 911 call parent
nearest hospital

Emergency Bathroom Procedures: NA

Field Trip Folder: NA

Athletic Coordinator _____
 Principal's Signature [Signature]
 Superintendent of Schools _____

Approved _____
 Not Approved _____

CC: Transportation
 Assistant Principal
 Principal

GENERAL BROWN CENTRAL SCHOOL DISTRICT

**Donna Keefer
SCHOOL TAX COLLECTOR**

Board of Education Meeting October 1, 2018

2018 WARRANT TOTAL	\$ 7,866,594.00
Total Monies Deposited as of September 25,2018	\$ 1,442,791.60
Duplicate/Overpayments	\$ -
Total	\$ 1,442,791.60
Total Tax Collected Full Payments/Installment	\$ 1,440,190.00
Installment Surcharge/Interest Penalty	\$ 2,601.60
Total Collected	\$ 1,442,791.60
2018 Tax Warrant	\$ 7,866,594.00
Minus Original Star	\$ (819,822.65)
Taxes collected as of September 25,2018	\$ 1,440,190.00
Outstanding Tax as of September 25,2018	\$ 5,606,581.35

**Respectfully submitted:
Donna Keefer
School Tax Collector**

GENERAL BROWN CENTRAL SCHOOL DISTRICT

2018 SCHOOL TAX

COUNTY OF JEFFERSON

MAKE CHECK OR MONEY ORDER PAYABLE TO:

GENERAL BROWN CENTRAL SCHOOL DISTRICT
DONNA KEEFER, SCHOOL TAX COLLECTOR
PO BOX 530
DEXTER, NY 13634

SEQUENCE NO. Page 1 of 1	PAGE NO. 01 of 01	ROLL SEC. 1	BILL NO. 261147A
FISCAL YEAR 7/1/18-6/30/19		WARRANT DATE 08/13/2018	BANK CODE

TO PAY IN PERSON

PAYMENTS CAN BE MADE AT THE DISTRICT OFFICE
MONDAY-FRIDAY 9AM - 1:30PM; SEPT 18TH & 25TH THE OFFICE
WILL RE-OPEN FROM 4PM-8PM TO ACCEPT PAYMENTS

ESTIMATED STATE AID
SCHL 13,760,909

SEE BACK FOR MORE INFORMATION

FOR YOUR INFORMATION

NO COLLECTION ON HOLIDAYS, US FUNDS ONLY,
NO ONLINE PAYMENTS -- NO CREDIT OR DEBIT CARDS ACCEPTED
AFTER THE LOCAL COLLECTION PERIOD, UNPAID TAXES ARE RETURNED TO THE JEFFERSON COUNTY TREASURER WITH ADDITIONAL INTEREST AND PENALTIES. FOR MORE INFORMATION, CALL 315-785-3055.

222689 63.00-1-45.1 Reed Doris L 17330 Witt Rd Chaumont, NY 13622	Exemption Purpose Value Full Value Exemption Purpose Value Full Value
PROPERTY DESCRIPTION & LOCATION TAX MAP: 222689 63.00-1-45.1 LOCATION: 17330 Witt Rd SIZE: Fr Ft: 0.00 DEPTH:0.00 ACREAGE:31.24 SCHOOL DIST:General Brown PROPERTY CLASS: 240 Rural Res	Assessor Estimates The Full Market Value Of This Property At: \$97,000 Uniform Percentage Of Value Used To Establish Assessments Is: 100.00% Assessed Value Of This Property Is: \$97,000

LEVY DESCRIPTION	TOTAL TAX LEVY	% CHANGE FROM PRIOR YEAR	TAXABLE VALUE	TAX RATE	TAX AMOUNT
School Tax	7,813,094		\$97,000.00	9.909778	\$961.25
Library Tax	53,500	10.3	\$97,000.00	0.067857	\$6.58
Installment Fee		0			\$11.06

Your tax savings this year resulting from the New York State School Tax Relief (STAR) Program is: **599.00**
Note: This year's STAR tax savings generally may not exceed last year's by more than 2%.

LATE PAYMENT SCHEDULE ON TOTAL TAX DUE		
IF PAID BY:	10/31/18	11/2/18
PENALTY	\$7.38	\$11.06
TOTAL DUE	\$376.21	\$379.89

DETACH AND RETURN APPROPRIATE STUB WITH YOUR PAYMENT

TOTAL TAX	\$368.83
	DUE BY: 10/2/2018

COLLECTOR'S COPY

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Tax Map No.: 222689 63.00-1-45.1 Bill No.: 261147A Reed Doris L 17330 Witt Rd Chaumont, NY 13622	Bank Code: <input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	Make Payable and Mail to: JEFFERSON COUNTY TREASURER 175 ARSENAL STREET WATERTOWN, NY 13601	DUE BY: 11/30/18	AMOUNT: \$122.94
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3RD INSTALLMENT

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Tax Map No.: 222689 63.00-1-45.1 Bill No.: 261147A Reed Doris L 17330 Witt Rd Chaumont, NY 13622	Bank Code: <input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	Make Payable and Mail to: JEFFERSON COUNTY TREASURER 175 ARSENAL STREET WATERTOWN, NY 13601	DUE BY: 10/31/18	AMOUNT: \$122.94
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2ND INSTALLMENT

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Tax Map No.: 222689 63.00-1-45.1 Bill No.: 261147A Reed Doris L 17330 Witt Rd Chaumont, NY 13622	Bank Code: <input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	Make Payable and Mail to: GENERAL BROWN CENTRAL SCHOOL DISTRICT DONNA KEEFER, SCHOOL TAX COLLECTOR PO BOX 530 DEXTER, NY 13634	DUE BY: 10/2/2018	AMOUNT: \$134.00
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1ST INSTALLMENT

OR	DUE BY: 10/2/2018	AMOUNT: \$368.83
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FULL PAYMENT

GENERAL BROWN CENTRAL SCHOOL DISTRICT

2018 SCHOOL TAX

COUNTY OF JEFFERSON

MAKE CHECK OR MONEY ORDER PAYABLE TO:

GENERAL BROWN CENTRAL SCHOOL DISTRICT
DONNA KEEFER, SCHOOL TAX COLLECTOR
PO BOX 530
DEXTER, NY 13634

SEQUENCE NO.	PAGE NO.	ROLL SEC.	BILL NO.
Page 1 of 1	01 of 01	1	261147B
FISCAL YEAR		WARRANT DATE	BANK CODE
7/1/18-6/30/19		08/13/2018	

TO PAY IN PERSON

PAYMENTS CAN BE MADE AT THE DISTRICT OFFICE
MONDAY-FRIDAY 9AM - 1:30PM; SEPT 18TH & 25TH THE OFFICE
WILL RE-OPEN FROM 4PM-6PM TO ACCEPT PAYMENTS

ESTIMATED STATE AID	SEE BACK FOR MORE INFORMATION
SCHL 13,760,909	

FOR YOUR INFORMATION

NO COLLECTION ON HOLIDAYS, US FUNDS ONLY,
NO ONLINE PAYMENTS -- NO CREDIT OR DEBIT CARDS ACCEPTED
AFTER THE LOCAL COLLECTION PERIOD, UNPAID TAXES ARE RETURNED TO THE JEFFERSON COUNTY TREASURER WITH ADDITIONAL INTEREST AND PENALTIES. FOR MORE INFORMATION, CALL 315-785-3055.

222689 63.00-1-45.7	Exemption	Purpose	Value	Full Value	Exemption	Purpose	Value	Full Value
Mitchell Darlene 16868 Co Rte 53 Dexter, NY 13634								
PROPERTY DESCRIPTION & LOCATION		Assessor Estimates The Full Market Value Of This Property At: \$6,000						
TAX MAP: 222689 63.00-1-45.7		Uniform Percentage Of Value Used To Establish Assessments Is: 100.00%						
LOCATION: Co Rte 54		Assessed Value Of This Property Is: \$6,000						
SIZE: Fr Ft: 0.00 DEPTH:0.00 ACREAGE:12.76								
SCHOOL DIST:General Brown								
PROPERTY CLASS: 322 Rural vac >10								

LEVY DESCRIPTION	TOTAL TAX LEVY	% CHANGE FROM PRIOR YEAR	TAXABLE VALUE	TAX RATE	TAX AMOUNT
School Tax	7,813,094		\$6,000.00	9.909778	\$59.46
Library Tax	53,500		\$6,000.00	0.067857	\$0.41

IF PAID BY:	10/31/18	11/2/18
PENALTY	\$1.20	\$1.80
TOTAL DUE	\$61.07	\$61.67

DETACH AND RETURN APPROPRIATE STUB WITH YOUR PAYMENT

COLLECTOR'S COPY

TOTAL TAX	\$59.87
DUE BY:	10/2/2018

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Tax Map No.: 222689 63.00-1-45.7 Bill No.: 261147B Mitchell Darlene 16868 Co Rte 53 Dexter, NY 13634	Bank Code: _____ Make Payable and Mail to: JEFFERSON COUNTY TREASURER 175 ARSENAL STREET WATERTOWN, NY 13601	<input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	3RD INSTALLMENT DUE BY: 11/30/18 AMOUNT: \$19.96
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Tax Map No.: 222689 63.00-1-45.7 Bill No.: 261147B Mitchell Darlene 16868 Co Rte 53 Dexter, NY 13634	Bank Code: _____ Make Payable and Mail to: JEFFERSON COUNTY TREASURER 175 ARSENAL STREET WATERTOWN, NY 13601	<input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	2ND INSTALLMENT DUE BY: 10/31/18 AMOUNT: \$19.96
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Tax Map No.: 222689 63.00-1-45.7 Bill No.: 261147B Mitchell Darlene 16868 Co Rte 53 Dexter, NY 13634	Bank Code: _____ Make Payable and Mail to: GENERAL BROWN CENTRAL SCHOOL DISTRICT DONNA KEEFER, SCHOOL TAX COLLECTOR PO BOX 530 DEXTER, NY 13634	<input type="checkbox"/> Check Here for Receipt	1ST INSTALLMENT DUE BY: 10/2/2018 AMOUNT: \$21.75 OR FULL PAYMENT DUE BY: 10/2/2018 AMOUNT: \$59.87
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GENERAL BROWN CENTRAL SCHOOL DISTRICT

2018 SCHOOL TAX

COUNTY OF JEFFERSON

MAKE CHECK OR MONEY ORDER PAYABLE TO: GENERAL BROWN CENTRAL SCHOOL DISTRICT DONNA KEEFER, SCHOOL TAX COLLECTOR PO BOX 530 DEXTER, NY 13634	SEQUENCE NO.	PAGE NO.	ROLL SEC.	BILL NO.
	Page 1 of 2	01 of 01	1	261171B
	FISCAL YEAR		WARRANT DATE	BANK CODE
	7/1/18-6/30/19		08/13/2018	

TO PAY IN PERSON PAYMENTS CAN BE MADE AT THE DISTRICT OFFICE MONDAY-FRIDAY 9AM - 1:30PM; SEPT 18TH & 25TH THE OFFICE WILL RE-OPEN FROM 4PM-6PM TO ACCEPT PAYMENTS	ESTIMATED STATE AID SCHL 13,760,909	SEE BACK FOR MORE INFORMATION
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FOR YOUR INFORMATION

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 NO ONLINE PAYMENTS -- NO CREDIT OR DEBIT CARDS ACCEPTED

AFTER THE LOCAL COLLECTION PERIOD, UNPAID TAXES ARE RETURNED TO THE JEFFERSON COUNTY TREASURER WITH ADDITIONAL INTEREST AND PENALTIES. FOR MORE INFORMATION, CALL 315-785-3055.

222689 63.00-2-6.42 Halladay Mathew 19434 Allen Rd Watertown, NY 13601	Exemption Purpose Value Full Value Exemption Purpose Value Full Value
PROPERTY DESCRIPTION & LOCATION TAX MAP: 222689 63.00-2-6.42 LOCATION: 19434 Allen Rd SIZE: Fr Ft: 0.00 DEPTH:0.00 ACREAGE: 3.12 SCHOOL DIST: General Brown PROPERTY CLASS: 210 1 Family Res	Assessor Estimates The Full Market Value Of This Property At: \$115,000 Uniform Percentage Of Value Used To Establish Assessments Is: 100.00% Assessed Value Of This Property Is: \$115,000

LEVY DESCRIPTION	TOTAL TAX LEVY	% CHANGE FROM PRIOR YEAR	TAXABLE VALUE	TAX RATE	TAX AMOUNT	
School Tax	7,813,094		1.9	\$115,000.00	9.909778	\$1,139.62
Library Tax	53,500		10.3	\$115,000.00	0.067857	\$7.80
Installment Fee			0			\$16.45

Your tax savings this year resulting from the New York State School Tax Relief (STAR) Program is: **599.00**
 Note: This year's STAR tax savings generally may not exceed last year's by more than 2%.

LATE PAYMENT SCHEDULE ON TOTAL TAX DUE IF PAID BY: 10/31/18 11/2/18 PENALTY \$10.97 \$16.45 TOTAL DUE \$559.39 \$564.87	DETACH AND RETURN APPROPRIATE STUB WITH YOUR PAYMENT COLLECTOR'S COPY	TOTAL TAX \$548.42 DUE BY: 10/2/2018
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Tax Map No.: 222689 63.00-2-6.42 Bill No.: 261171B Halladay Mathew 19434 Allen Rd Watertown, NY 13601	Bank Code: <input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	Make Payable and Mail to: JEFFERSON COUNTY TREASURER 175 ARSENAL STREET WATERTOWN, NY 13601	DUE BY: 11/30/18 AMOUNT: \$182.81
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3RD INSTALLMENT

cut along dotted line ✂

Tax Map No.: 222689 63.00-2-6.42 Bill No.: 261171B Halladay Mathew 19434 Allen Rd Watertown, NY 13601	Bank Code: <input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	Make Payable and Mail to: JEFFERSON COUNTY TREASURER 175 ARSENAL STREET WATERTOWN, NY 13601	DUE BY: 10/31/18 AMOUNT: \$182.81
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2ND INSTALLMENT

cut along dotted line ✂

Tax Map No.: 222689 63.00-2-6.42 Bill No.: 261171B Halladay Mathew 19434 Allen Rd Watertown, NY 13601	Bank Code: <input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	Make Payable and Mail to: GENERAL BROWN CENTRAL SCHOOL DISTRICT DONNA KEEFER, SCHOOL TAX COLLECTOR PO BOX 530 DEXTER, NY 13634	DUE BY: 10/2/2018 AMOUNT: \$199.26
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1ST INSTALLMENT

OR

FULL PAYMENT	DUE BY: 10/2/2018 AMOUNT: \$548.42
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GENERAL BROWN CENTRAL SCHOOL DISTRICT

2018 SCHOOL TAX

COUNTY OF JEFFERSON

MAKE CHECK OR MONEY ORDER PAYABLE TO: GENERAL BROWN CENTRAL SCHOOL DISTRICT DONNA KEEFER, SCHOOL TAX COLLECTOR PO BOX 530 DEXTER, NY 13634	SEQUENCE NO.	PAGE NO.	ROLL SEC.	BILL NO.
	Page 2 of 2	01 of 01	1	261171A
	FISCAL YEAR		WARRANT DATE	BANK CODE
	7/1/18-6/30/19		08/13/2018	

TO PAY IN PERSON	ESTIMATED STATE AID	SEE BACK FOR MORE INFORMATION
PAYMENTS CAN BE MADE AT THE DISTRICT OFFICE MONDAY-FRIDAY 9AM - 1:30PM; SEPT 18TH & 25TH THE OFFICE WILL RE-OPEN FROM 4PM-6PM TO ACCEPT PAYMENTS	SCHL 13,760,909	

FOR YOUR INFORMATION

NO COLLECTION ON HOLIDAYS, US FUNDS ONLY,
NO ONLINE PAYMENTS -- NO CREDIT OR DEBIT CARDS ACCEPTED

AFTER THE LOCAL COLLECTION PERIOD, UNPAID TAXES ARE RETURNED TO THE JEFFERSON COUNTY TREASURER WITH ADDITIONAL INTEREST AND PENALTIES. FOR MORE INFORMATION, CALL 315-785-3055.

222689 63.00-2-6.41 Stofka Michael 19512 Allen Rd Watertown, NY 13601	Exemption	Purpose	Value	Full Value	Exemption	Purpose	Value	Full Value
PROPERTY DESCRIPTION & LOCATION	Assessor Estimates The Full Market Value Of This Property At: \$1,000							
TAX MAP: 222689 63.00-2-6.41	Uniform Percentage Of Value Used To Establish Assessments Is: 100.00%							
LOCATION: Allen Rd	Assessed Value Of This Property Is: \$1,000							
SIZE: Fr Ft: 0.00 DEPTH:0.00 ACREAGE: 0.48								
SCHOOL DIST: General Brown								
PROPERTY CLASS: 311 Res vac land								

LEVY DESCRIPTION	TOTAL TAX LEVY	% CHANGE FROM PRIOR YEAR	TAXABLE VALUE	TAX RATE	TAX AMOUNT
School Tax	7,813,094		1,000.00	9.909778	\$9.91
Library Tax	53,500		1,000.00	0.067857	\$0.07

LATE PAYMENT SCHEDULE ON TOTAL TAX DUE		
IF PAID BY:	10/31/18	11/2/18
PENALTY	\$0.20	\$0.30
TOTAL DUE	\$10.18	\$10.28


DETACH AND RETURN APPROPRIATE STUB WITH YOUR PAYMENT

COLLECTOR'S COPY


TOTAL TAX	\$9.98
DUE BY:	10/2/2018

cut along dotted line

Check Here for Receipt

cut along dotted line 

Check Here for Receipt

cut along dotted line 

Tax Map No.: 222689 63.00-2-6.41	Bank Code:	<input type="checkbox"/> Check Here for Receipt	DUE BY:	AMOUNT:
Bill No.: 261171A	Make Payable and Mail to:			
Stofka Michael	GENERAL BROWN CENTRAL SCHOOL DISTRICT			
19512 Allen Rd	DONNA KEEFER, SCHOOL TAX COLLECTOR			
Watertown, NY 13601	PO BOX 530		DUE BY:	AMOUNT:
	DEXTER, NY 13634	FULL PAYMENT	10/2/2018	\$9.98