

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

REGULAR MEETING

April 8, 2019 at 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; Daniel Dupee II; Brien Spooner; Jamie Lee; Albert Romano, Jr.; Kelly Milkowich

OTHERS PRESENT: Barbara J. Case, Superintendent; Lisa K. Smith, Assistant Superintendent; Gary Grimm, Operations Manager/Transportation Supervisor; David Ramie, Principal Dexter Elementary; Joseph O'Donnell, Principal Brownville Glen Park Elementary; Jennifer Stanton, Assistant Principal Jr.-Sr. High School; Melissa Nabinger, Director of Student Services; Michael Parobeck, Network Administrator; Staff and Students

APPROVAL OF AGENDA

Motion for approval by Natalie Hurley, seconded by Kelly Milkowich, with motion approved 7-0.

— Superintendent Case will act as Clerk Pro-Tem with the absence of Mrs. Bennett, District Clerk.

PRESENTATIONS / GUESTS

— Mrs. Jamie Lee

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 Jamie Lee, and seconded by Natalie Hurley - Motion approved 7-0.

1. Approval of Minutes as listed:
 - March 11, 2019 - Regular Meeting
 - March 18, 2019 - Special Meeting

2. Approval of Building and Grounds Requests as listed:
 - JSBS baseball field - May 20, 2019 to August 15, 2019 from 5:30 p.m. to 9:00 p.m. on M-F and 10:00 a.m. to 4:00 p.m. on Saturdays - Dexter Citizens' Committee - Baseball Program 2019
 - JSBS large gymnasium - July 22-25, 2019 from 8:00 a.m. to noon - Sackets Harbor Central School District - Future Stars Basketball Camp
 - JSBS gymnasiums / weight rooms / classroom - July 29, 2019 - August 1, 2019 from 7:30 a.m. to 4:30 p.m. - Sackets Harbor Central School District - Shot Doctor Basketball Camp
 - JSBS turf field - April 7, 2019 from 4:30 to 5:30 p.m. - Victory Bulldog Soccer

3. Approval of Conferences and Workshops as listed:
 - Paul M. Mendez - Utica National Workshop - *Enhancing School Safety Using Threat Assessment Model* - Hilton Garden Inn, Watertown - March 20, 2019
 - Paul M. Mendez - 16th Annual Safe Schools Seminar - University of Buffalo North Campus - March 21, 2019
 - Natalie Hurley - JLSBA Dessert Workshop/Executive Committee Meeting - *Student Engagement* - JLBOCES - March 28, 2019

4. Approval of Conferences and Workshops as per *My Learning Plan* Report 4/4/19

5. Approval of Financial Reports / Warrants

REGULAR AGENDA

Other Discussion and Action Items

Board Member Reports / Staff Member Reports and Presentations

1. Comments / Information from Board Members
 - Natalie Hurley discussed the Jefferson Lewis School Board Association Dessert Workshop held March 28th regarding Positive Behavior Interventions and Supports (PBIS).
 - Jamie Lee commented on the March 22nd Professional Development Day on Inclusive Schools.
2. Staff Member Reports as provided
3. Staff Member Presentations:
 - Brian Nortz - Winter Sports Review

Items for Board Information / Discussion

4. Board Information - 2019-2020 Proposed JLBOCES Administrative Budget
5. Board Information - As per the GBTA Contract, *“If the District has three or more unused snow days as of April 10th, one day will be added to the April vacation and one day to the Memorial Day recess, as long as there is a minimum of one snow day remaining.”* The District has two snow days remaining. Therefore, the District will be closed on May 24, 2019 as long as there is one snow day remaining on that date.
6. Board Information - Candidates for election to the Jefferson-Lewis-Herkimer-Oneida Board of Cooperative Education Services (BOCES) as listed:
 - Peter E. Monaco - Watertown City School District
 - Michael J. Kramer - Adirondack Central School District

Three (3) vacancies exist and three (2) candidates have been nominated. The term of office for each vacancy is three years beginning July 1, 2019, and concludes June 30, 2022. The election and vote on the proposed 2019-2020 BOCES administrative budget will take place on April 25, 2019 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, 2019 at 7:00 a.m. in the District Conference Room**, for the purpose of voting on the proposed 2019-2020 BOCES budget and election of three members to the BOCES Board of Education.

7. Board Information / Discussion - continuing discussion of District reconfiguration

Items for Board Discussion / Action

8. Board Action - **Resolution-Standard Work Day: BE IT RESOLVED**, that the General Brown Central School District, Location code #72204, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees’ Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

| Title | Standard Work Day |
|-----------------|-------------------|
| Student Cleaner | 6 Hours per day |

Motion for approval by Natalie Hurley, seconded by Kelly Milkowich, with motion approved 7-0.

9. Board Action - Approval of Assistant Clerks / Inspectors for the Tuesday, May 21, 2019 Proposed Budget Vote and Board of Education Election as follows:
 - Assistant Clerks: Rebecca Flath - Kristi Bice - Lisa Leubner - Michael Parobeck
 - Inspector: Jefferson County Board of Elections Inspector, with Donna Keefer serving as Chief Inspector
 - Lisa Smith will serve as Chairperson for the Annual Meeting / Budget Vote Election

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

10. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **MADISON-ONEIDA Cooperative Bidding Resolution** as follows:

WHEREAS, it is the plan of a number of PUBLIC SCHOOL DISTRICTS and the MADISON-ONEIDA BOCES (the “BOCES”) during the 2019-2020 school year to bid jointly for the purchase of various types of computers and technology commodities (the “Commodities”); and **WHEREAS**, the General Brown School District (“the School District”) is desirous of participating in the joint bidding of the Commodities, as authorized by General Municipal Law, Article 5-G; and **WHEREAS**, this Board of Education has received and reviewed the Cooperative Bid Procedures (“the Procedures”) governing its right and responsibilities should it elect to participate in the joint bidding of commodities; and **BE IT FURTHER RESOLVED**, that in accordance with Cooperative Bid Procedures the Board of Education agrees to award bid purchase item purchases according to the recommendation of the BOCES if such award is in the best interest of the school district.

CERTIFICATION OF DISTRICT CLERK

I, Debra L. Bennett, District Clerk of the General Brown Central School District Board of Education, hereby certify that the above resolution was adopted by the required majority vote of the Board of Education at its meeting held on April 8, 2019.

Signature: _____ Date: _____

Motion for approval by Jamie Lee, seconded by Albert Romano, with motion approved 7-0.

- 11. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the resolution approving a joint agreement with BOCES for the acquisition, construction and renovation of facilities to house services provided by BOCES pursuant to section 1950 of the Education Law and for the allocation of the costs thereof among the component school districts of BOCES as follows:

Motion by Natalie Hurley, seconded by Albert Romano, to approve the following resolution with a vote of 7-0:

RESOLUTION OF THE BOARD OF EDUCATION OF THE **GENERAL BROWN CENTRAL SCHOOL DISTRICT** (THE “SCHOOL DISTRICT”), ADOPTED **APRIL 8, 2019**, AUTHORIZING THE SCHOOL DISTRICT TO ENTER INTO A JOINT AGREEMENT WITH THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES FOR THE SOLE SUPERVISORY DISTRICT OF JEFFERSON, LEWIS, HAMILTON, HERKIMER AND ONEIDA COUNTIES, NEW YORK (“BOCES”), AND THE OTHER COMPONENT SCHOOL DISTRICTS OF BOCES, FOR THE ACQUISITION, CONSTRUCTION AND RENOVATION OF FACILITIES TO HOUSE SERVICES PROVIDED BY BOCES PURSUANT TO SECTION 1950 OF THE EDUCATION LAW AND FOR THE ALLOCATION OF THE COSTS THEREOF AMONG THE COMPONENT SCHOOL DISTRICTS OF BOCES.

WHEREAS, pursuant to the State Environmental Quality Review Act and the applicable regulations promulgated thereunder (“SEQRA”), on December 20, 2017, the Board of Cooperative Educational Services for the Sole Supervisory District of Jefferson, Lewis, Hamilton, Herkimer and Oneida Counties, New York (“BOCES”) duly determined that the Project, hereinafter defined, constitutes a Type II Action under SEQRA which will not have a significant impact on the environment and the Project is not subject to any further environmental review under SEQRA;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION of the **GENERAL BROWN CENTRAL SCHOOL DISTRICT**, (the “School District”) (by a vote of not less than a majority of all Board members) as follows:

Section 1. The School District is hereby authorized to enter into a Joint Agreement by and among BOCES and the eighteen (18) component school districts of BOCES (the “Component School Districts”), in substantially the form attached hereto as Exhibit A, which provides for (1) the acquisition, at no additional cost to BOCES, of the facility now known as the Boak Education Center and previously known as St. Peter’s Catholic School, located at 5437 Shady Avenue, Lowville, New York, and (2) the renovation, reconstruction, refurbishing and altering the Boak Education Center, the Bohlen Technical Center, the A.C.E.S./Adult Learning Center and the Sackett Technical Center including, but not limited to, the replacement of deteriorated roofing and windows, the replacement of outdated/malfunctioning HVAC systems, electrical and plumbing system upgrades, main entrance upgrades, temperature control upgrades, flooring and ceiling replacement, the replacement of deteriorated/damaged entry and classroom doors and associated hardware, reconstruction of building facades, clock and PA system upgrades, lighting system upgrades, asbestos abatement, accessibility upgrades to meet the requirements of the Americans with Disabilities Act, as well as BOCES-wide upgrades to the facilities above and the BOCES Administration and PES Buildings in Watertown and the Adult Education building in Glenfield, including but not limited to existing fire alarm systems and security features, as well as site improvements such as parking lot resurfacing, sidewalk and curbing improvements and associated drainage work, and the acquisition of furnishings, equipment, machinery, apparatus, and incidental improvements in connection therewith (the “Project”). Said Joint Agreement, in addition to providing for all other matters deemed necessary and proper, (i) sets forth the cost of the Project, and (ii) provides for an allocation and apportionment of said costs among the Component School Districts, including the General

Brown Central School District, on the equitable basis set forth in said Joint Agreement, and further sets forth the portion of the costs, and the schedule of payment of said costs by each Component School District, including the General Brown Central School District.

Section 2. The President of the Board of Education, and in his/her absence the Vice President of the Board of Education, is hereby authorized and directed to execute said Joint Agreement for and on behalf of the School District.

Section 3. The School District hereby agrees to take any and all actions necessary as required by said Joint Agreement to accomplish the purposes and intent of said Joint Agreement.

Section 4. This resolution shall take effect immediately.

[remainder of page left blank intentionally]

STATE OF NEW YORK)

) SS.:

COUNTY OF JEFFERSON)

I, Debra L. Bennett, the District Clerk of the General Brown Central School District (the "School District"), DO HEREBY CERTIFY:

That I have compared the annexed abstract of the minutes of the meeting of the Board of Education of the School District, held on the 8th day of April, 2019, including the resolution contained therein, with the original thereof on file in my office, and the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that the full Board of Education of the School District consists of seven (7) members; that seven members of the Board of Education were present at such meeting; and, that seven of such members voted in favor of the above resolution.

I FURTHER CERTIFY that (i) all members of the Board of Education had due notice of the meeting, (ii) pursuant to Article 7 of the Public Officers Law (Open Meetings Law), such meeting was open to the general public, and due notice of the time and place of such meeting was duly given in accordance with Article 7 of the Public Officers Law, and (iii) the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of General Brown Central School District this 11th day of April, 2019.

Debra L. Bennett, District Clerk
General Brown Central School District
Jefferson County, New York

(SEAL)

- 12. Board Action - Approval of **Committee on Special Education Reports**
Motion for approval by Kelly Milkowich, seconded by Jamie Lee, with motion approved 7-0.
- 13. Board Discussion - Budget discussion regarding the Proposed Spending Plan for the 2019-2020 school year
- 14. Board Discussion / Action - Adoption of the Proposed Spending Plan for the 2019-2020 school year:
BE IT RESOLVED, that the General Brown Central School District Board of Education takes action to approve the **Proposed Spending Plan for the 2019-2020** school year, resulting in a 0.55% increase in the tax levy, in an amount not to exceed \$25,163,377 and to raise the taxes therefore.
Motion for approval by Jamie Lee, seconded by Natalie Hurley, with motion approved 7-0.

ITEMS FOR BOARD ACTION - PERSONNEL

- 15. Board Action Personnel changes as listed:
A motion for approval of the following PERSONNEL CHANGES, with *effective dates* as listed is made by Albert Romano, seconded by Natalie Hurley, with motion approved 7-0.

(A) Retirements: none

(B) Resignations:

| Name | Position | Effective Date |
|-------------------|--------------------|----------------|
| Whitnee Konwinski | Elementary Teacher | June 26, 2019 |

(C) Appointments:

| Name | Position | Annual Salary Rate of Pay | Probationary or Tenure Track Appt. (if applicable) | Effective Date |
|-----------------------------|------------------------|---|---|-------------------|
| Mauro A. Orcesi | Elementary Teacher K-6 | Step 1 (MB+39) at the established 2019-2020 salary schedule | 4-Year Probationary Tenure Track Appointment effective 09/01/2019 | 09/01/2019 |
| Christopher D. Jones | Substitute Teacher | \$90 per day / non-certified | n/a | 04/09/2019 |
| Jill V. Smith | Substitute Teacher | \$90 per day / non-certified | n/a | 04/09/2019 |

(D) PAID Coaching Appointments: none

(E) UNPAID Coaching Appointments:

| Name | Spring 2019 Sports | Coaching Certification | Effective Date |
|-----------------------------|------------------------------------|---|----------------|
| Matthew M. Milkowich | Modified Girls' Lacrosse Assistant | Temporary Coaching License 2 nd to 4 th Renewal**** | March 19, 2019 |

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

16. 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 Albert Romano, seconded by Kelly Milkowich, with motion approved 7-0.

- **Mauro A. Orcesi** - Teacher
- **Christopher D. Jones** - Substitute Teacher
- **Jill V. Smith** - Substitute Teacher

SUPERINTENDENTS’ REPORTS

17. Assistant Superintendent - Mrs. Smith
18. Superintendent - Mrs. Case

CORRESPONDENCE & UPCOMING EVENTS

19. Correspondence Log

ITEMS FOR NEXT MEETING

April 25, 2019 - Special Meeting will begin at 7:00 a.m. in the District Conference Room

20. JLBOCES Budget Vote and Election

May 13, 2019 - Regular Meeting will begin at 5:30 p.m. in the General Brown Room of the Jr.-Sr. High School

21. Cell phone tower mock-up drawings

May 13, 2019 - Budget Hearing will begin at 6:15 p.m. in the Auditorium of the Jr.-Sr. High School

PROPOSED EXECUTIVE SESSION

22. **A motion will be requested to enter executive session** for the discussion of the employment history of two particular individuals. Motion for approval by Brien Spooner, seconded by Natalie Hurly, with motion approved 7-0. Time entered: 6:32 p.m.

RETURN TO OPEN SESSION

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

Motion for approval by Brien Spooner, seconded by Natalie Hurley, with motion approved 7-0. Time: 6:41 p.m.

MOTION FOR ADJOURNMENT

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

Motion for approval by Brien Spooner, seconded by Natalie Hurley, with motion approved 7-0. Time adjourned: 6:41 p.m.

Respectfully submitted:

Barbara J. Case, Clerk Pro-Tem

*Supporting documents may be found in supplemental file dated April 8, 2019.