

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

**REGULAR MEETING**  
**Monday, January 7, 2019 5:30 p.m.**  
Dexter Elementary School - Cafeteria

**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, Transportation Supervisor/Operations Manager; David Ramie, Principal Dexter Elementary; Joseph O'Donnell, Principal Brownville Glen Park 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; Michael Parobeck, Data Coordinator/Webmaster; Debra Bennett, District Clerk; Mr. Eric Phillips and several students from Government class; Several guest students from Indian River CSD Government class

**APPROVAL OF AGENDA**

Motion for approval by Albert Romano, seconded by Kelly Milkowich, with motion approved 7-0.

**PRESENTATIONS / GUESTS**

— **2018-2019 FIRE INSPECTION REPORT** - Presented by Mr. John Warneck - NCE Environmental Consultants  
Motion for approval by Jamie Lee, seconded by Brien Spooner, with motion approved 7-0.

— **BERNIER CARR & ASSOCIATES** - Mr. Andrew Garlock provided information regarding options for elementary building code upgrades, should the Board wish to pursue reconfiguration.

**PUBLIC COMMENTS 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 Natalie Hurley, and seconded by Brien Spooner - Motion approved 7-0.

1. Approval of Minutes as listed:
  - December 3, 2018 - Regular Meeting
  
2. Approval of Building and Grounds Requests as listed:
  - JSBS weight room - December 12,19, 2018 and January 9,16, 2019 from 6:30 to 8:00 p.m. - Pop Warner cheer practice
  - JSBS turf field/locker rooms - April 28, 2019 - Jefferson Community College - lacrosse game
  
3. Approval of Conferences and Workshops as listed:
  - Julie LaVere - Depression, Self-Harm & Suicide in School Workshop - JLBOCES - December 11, 2018
  - Barbara J. Case - Fiscal Navigation for Superintendents - JLBOCES - December 18, 2018; January 8 and 29, 2019
  - Stephanie Karandy - Mental Health Issues in the Classroom - Crowne Plaza, Syracuse, NY - January 18, 2019
  - Lindsay F. Hanson - Mental Health Issues in the Classroom - Crowne Plaza, Syracuse, NY - January 18, 2019
  - Lisa K. Smith - JLSBA Mid-Winter Dinner Meeting-Taylor & Janus Law Updates - Ramada Inn, Watertown - January 24, 2019
  
4. Approval of Conferences and Workshops as per *My Learning Plan* Report 12/27/18
  
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: President Klindt commented on the wonderful programs and concerts enjoyed by all during the month of December.
2. Staff Member Reports as provided
3. Staff Member Presentations:
  - ❖ Classroom Visitation - The Board and attendees visited Mrs. Moore's room and met her therapy dog.
  - ❖ PBIS Updates - Mr. Ramie, Ms. Donaldson, and Mr. O'Donnell shared PBIS focus for their buildings.

#### **Items for Board Information / Discussion**

4. Board Information - Board Member Kelly Milkowich has completed the NYS Mandated School Board Governance Training to include "Essentials of School Board Governance", and NYS Mandated School Board Fiscal Oversight Training to include "Fiscal Oversight Fundamentals".
5. Board Information - Invitation from Jefferson-Lewis School Boards Association Mid-Winter Dinner Meeting - "Taylor & Janus Law Updates" - Ramada Inn, Watertown - January 24, 2019
6. Board Information / Discussion - Following continuing discussion, there was consensus of the Board of Education to continue to pursue District reconfiguration, and begin to prepare for community meetings, and options for financial impact.
7. Board Information / Discussion - First Quarter Marking Period Data - Elementary

#### **Items for Board Discussion / Action**

8. Board Discussion - Policy Review
  - ❖ First Reading - *draft Policy # 5686 (revised) - Animals on School Property*
  - ❖ First Reading - *draft Policy # 3220 (revised) - Public Comments at Board Meetings*
  - ❖ First Reading - *draft Policy #7132 (revising current policy #7132) - Non-Resident Students*
9. Board Action - Policy Review / Adoption
  - ❖ 2<sup>nd</sup> Reading / Adoption - *draft Policy #3440 (new) - Nondiscrimination in Public Accommodations*
  - ❖ 2<sup>nd</sup> Reading / Adoption - *draft Policy #6121 (replaces current policy #6121 & #6120) - Prohibition of Discrimination and Harassment (Including Sexual Harassment) in Employment*
  - ❖ 2<sup>nd</sup> Reading / Adoption - *draft Policy #7550 (replaces current policy #7550) - Prohibition of Discrimination, Harassment, and Bullying*
  - ❖ 2<sup>nd</sup> Reading / Adoption - *draft Policy #7590 (replaces current policy #3420) - Nondiscrimination of Educational Services*Motion for adoption by Natalie Hurley, seconded by Kelly Milkowich, with motion approved 7-0.
10. Board Action - Policy deletions due to adoption of new/revised policies above:
  - ❖ Delete current policy - *Policy #3420 - Student Harassment and Bullying (replaced by new policy #7590)*
  - ❖ Delete current policy - *Policy #6120 - Equal Employment Opportunity (replaced by new policy #6121)*
  - ❖ Delete current policy - *Policy #6121- No Workplace Harassment (replaced by new policy #6121)*
  - ❖ Delete current policy - *Policy #7550 - Dignity for All Students Act*Motion for deletion by Natalie Hurley, seconded by Kelly Milkowich, with motion approved 7-0.
11. Board 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:
  - Melissa Nabinger (12/18)Motion for approval by Albert Romano, seconded by Brien Spooner, with motion approved 7-0.

12. Board Action - Approval to excess the attached equipment listing as surplus / obsolete / unusable as per Board of Education Policy #5250.  
Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 7-0.
13. Board Action - Approval of **Committee on Special Education Reports**  
Motion for approval by Jamie Lee, seconded by Albert Romano, with motion approved 7-0.

**ITEMS FOR BOARD ACTION - PERSONNEL**

14. Board Action - Additional 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 Natalie Hurley, with motion approved 7-0.  
(A) Retirements:

Name	Position	Effective Date
Christine A. Campany	Elementary Teacher	July 19, 2019
Raymond Peters	JSHS Custodian	August 2, 2019
John P. Ratigliano	Cleaner	August 2, 2019

- (B) Resignations:

Name	Position	Effective Date
James Blunden	Paid Modified Boys' Basketball Teacher-Coach	December 18, 2018
Katie St. Pierre	Paid Modified Girls' Basketball Teacher-Coach	December 19, 2018
Tyler Clark	Cleaner	January 17, 2019

- (C) Appointments:

Name	Position	Annual Salary Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
^Cassandra O'Riley-Smith (Amended appointment date)	4-Hour Teacher Aide	No change	n/a	^Amended to 12/10/18 (from 12/4/18)
Ashley D. Bastien	Substitute Teacher	\$80 / day	n/a	January 8, 2019
Ashley D. Bastien	Substitute Teacher Aide	\$11.46 / hour	n/a	January 8, 2019
Michael Parobeck	Network Administrator	\$47,000 annually (prorated)	n/a	January 8, 2019
Nicolette A. Smith	Teacher Assistant	\$21,970 annually-Step 13 (non-certified)	4-Year Probationary Tenure Period as Teacher Assistant commencing 1/8/2019 to 1/7/2023	January 8, 2019

- (D) PAID Coaching Appointments:

Name	Winter 2018 Sports	Coaching Certification	Effective Date
^Jared Knowlton - October 2, 2018 appointment amended to include grade level	Modified Boys' Basketball Coach ^8 <sup>th</sup> Grade	Teacher-Coach*	January 8, 2018
Eric D. Phillips	Modified Boys' Basketball Coach 7 <sup>th</sup> Grade	Teacher-Coach*	January 8, 2019
Scott J. Lytle	Modified Girls' Basketball Coach	Temporary Coaching License****	January 8, 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 2<sup>nd</sup> - 4<sup>th</sup> 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**

15. 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 Kelly Milkowich, seconded by Albert Romano, with motion approved 7-0.
- Ashley D. Bastien - Substitute Teacher

- **Nicolette A. Smith** - Teacher Assistant
- **Scott J. Lytle** - Coach

**SUPERINTENDENTS' REPORTS**

16. Assistant Superintendent Smith highlighted the NYCLASS interest income earned since July 2018. She also shared that AT&T has not decided on a location for their cell tower, so discussions are on hold. The School Report Card has been released, and although the District is in “Good Standing”, Mrs. Smith and Mrs. Case shared the importance of continued focus on all areas.
17. Superintendent Case shared discussion of the School Report Card. She also congratulated Mrs. DeeDee Guyette on her upcoming retirement as Network Administrator, and at the same time welcomed Mr. Mike Parobeck as the incoming Network Administrator. Mrs. Case discussed letters received by area districts from CPS/DSS.

**CORRESPONDENCE & UPCOMING EVENTS**

18. Correspondence Log

**ITEMS FOR NEXT MEETING - February 11, 2019** - Regular Meeting will begin at 5:30 p.m. at **Brownville Glen Park Elementary School**

19. Policies #5686 (with minor revisions as discussed), #3220, and #7132 will be presented for 2<sup>nd</sup> reading/adoption.
20. Continuing discussion and information regarding the reconfiguration process.

**PROPOSED EXECUTIVE SESSION**

21. **A motion will be requested to enter executive session** for the discussion of the employment history of two particular individuals. Motion for approval by Albert Romano, seconded by Brien Spooner, with motion approved 7-0. Time entered: 6:51 p.m.
- Mrs. Bennett was excused from the meeting at 6:51 p.m.
- The following motions were provided by President Klindt.

**RETURN TO OPEN SESSION**

22. **A motion is requested to adjourn the executive session** and reconvene the regular meeting. Motion for approval by Jamie Lee, seconded by Kelly Milkowich, with motion approved 7-0. Time: 7:20 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 Brien Spooner, seconded by Albert Romano, with motion approved 7-0. Time adjourned: 7:22 p.m.

Respectfully submitted:

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Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated January 7, 2019