

GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

17643 Cemetery Road - P.O. Box 500 - Dexter, New York 13634

REGULAR MEETING

October 7, 2019 5:30 p.m.

Cafeteria - 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; Tiffany Orcesi; Jamie Lee; Albert Romano, Jr.; Kelly Milkowich

OTHERS PRESENT: Barbara J. Case, Superintendent; Lisa K. Smith, Assistant Superintendent; Gary Grimm, Operations Manager/Transportation Supervisor; Melissa Nabinger, Director of Student Services; David Ramie, Principal Dexter Elementary; Joseph O'Donnell, Principal Brownville Glen Park Elementary; Michael Parobeck, Data Coordinator; Debra L. Bennett, District Clerk; Faculty; Students

A. APPROVAL OF AGENDA

Motion for approval by Natalie Hurley, seconded by Tiffany Orcesi, with motion approved 7-0.

B. PRESENTATION

- The presentation of *National Merit Scholarship Letter of Commendation* to Peter T. Harvill was postponed.

C. 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 and Lyndi Hill of Bowers & Company.
Motion for approval by Kelly Milkowich, seconded by Daniel Dupee, with motion approved 7-0.

D. PUBLIC COMMENT REQUESTS (No requests)

E. PRESENTATION

- BCA Architects & Engineers – Representative Mari L. Cecil presented the bid award summary and recommendations for Phase 2 Capital Reconstruction Project.

F. CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Natalie Hurley, and seconded by Tiffany Orcesi - Motion approved 7-0.

1. Approval of Minutes as listed:
 - September 9, 2019 – Regular Meeting
2. Approval of Building and Grounds Requests as listed:
 - DEX art room – Wednesdays from October 30 thru December 11, 2019 – 3:00 p.m. to 4:30 p.m. – Watertown YMCA after school art program
 - BGP art room – Thursdays from October 31 thru December 12, 2019 – 3:00 p.m. to 4:30 p.m. – Watertown YMCA after school art program
 - BGP soccer fields/bathrooms – September 1, 2019 thru October 31, 2019 – Mondays / Wednesdays / Tuesdays / Thursdays / Saturdays various times – Eastern Shore Youth Soccer – recreational practices and games
3. Approval of Conferences and Workshops as listed:
 - Laurie Nohle – Section III Mandatory Athletic Director Workshop – Tailwater Lodge, Pulaski – September 25, 2019
 - Lisa K. Smith – Utica National's School Threat Assessment Training – Hilton Garden Inn, Watertown - October 1, 2019
 - Jason Valentin – 6-Hour Pre-Service Course for Bus Drivers – JLBOCES – October 4, 2019
 - Barbara J. Case – Jefferson-Lewis BOCES Superintendents' Retreat (with expenses) – Millowbrook Conference Center, Blue Mountain Lake – October 17-18, 2019
 - Stephanie Parker – Early Childhood Transition Summit – Hilton Garden Inn, Watertown – October 29, 2019

- Wendy Yodice – Kindergarten Transition Summit – Hilton Garden Inn, Watertown – October 29, 2019
 - Tasha Dillabough – Powerful Intervention Strategies to Help Young Children with Developmental Problems and Challenging Behaviors – Sheraton, Syracuse, NY – November 19, 2019
 - Lisa Tyo – Practical Strategies for Improving the Behavior of Attention-Seeking Manipulative and Challenging Students – Hilton Garden Inn, East Syracuse, NY – December 6, 2019
 - Erin Heller – Practical Strategies for Improving the Behavior of Attention-Seeking Manipulative and Challenging Students – Hilton Garden Inn, East Syracuse, NY – December 6, 2019
 - Haleigh Flint – Practical Strategies for Improving the Behavior of Attention-Seeking Manipulative and Challenging Students – Hilton Garden Inn, East Syracuse, NY – December 6, 2019
 - Amy Moore – Practical Strategies for Improving the Behavior of Attention-Seeking Manipulative and Challenging Students – Hilton Garden Inn, East Syracuse, NY – December 6, 2019
4. Approval of Conferences and Workshops as per *My Learning Plan Report* October 3, 2019
 5. Approval of Financial Reports / Warrants for June-July-August 2019

G. REGULAR AGENDA

Other Discussion and Action Items:

Board Member Reports / Staff Member Reports and Presentations

1. Comments / Information from Board Members
 - Fall Dinner Meeting Update – President Klindt shared information regarding 1st amendment considerations.
 - Discussion of NYSSBA Proposed Bylaw Amendments & Resolutions – President Klindt reviewed the report and obtained consensus on all propositions and amendments.
2. Staff Member Reports
3. Staff Member Presentations (none)

Items for Board Information / Discussion

4. Board Information – Policy Review
 - 1st Reading - **Policy #7420 Sports and the Athletic Program** as revised (Changes were discussed and policy will appear as 1st Reading again on November 12, 2019)
 - 1st Reading - **Policy #7522 Concussion Management** as revised (Consensus to move to 2nd Reading)
 - 1st Reading - **Policy #8505 Skills and Achievement Commencement Credential** (Consensus to move to 2nd Reading)
5. Board Discussion – Board of Education GOALS – Following discussion, the 2019-2020 GOALS were adopted as presented. Motion for approval by Jamie Lee, seconded by Albert Romano, with motion approved 7-0.

Items for Board Discussion / Action

6. Board Discussion / Action – Nomination of **Voting Delegate for the 2019-2020 NYSSBA Annual Business Meeting** to be held on Saturday, October 26, 2019 at 8:00 a.m. at the Convention Center, Grand Lilac Ballroom, Rochester, NY. The Voting Delegate must be present from the opening of the annual meeting at 8:00 a.m. on Saturday, October 26th, until the termination of Association Business.
Motion for nomination of Sandra Young Klindt, as Delegate by Jamie Lee, seconded by Natalie Hurley, with motion approved 7-0. There was no nomination for an Alternate Delegate.
7. Board Action – Resolution accepting low bids as follows:
BE IT RESOLVED, the Board of Education has received and accepted bids for the four (4) contracts for construction on September 26, 2019 for the General Brown Central School District **Phase 2 Capital Reconstruction Project**.

BE IT FURTHER RESOLVED that the Board of Education is awarding the contracts for construction as follows, and as outlined in BCA Architects & Engineers correspondence dated October 4, 2019:

Contract No. 5 General Construction

Continental Construction, LLC
Gouverneur, New York

Total Base bid: \$850,000
Alternates totaling: \$571,367
Total Contract Award: \$1,421,367

Contract No. 6 Mechanical

Black River Plumbing, Heating & AC, Inc.
Black River, New York

Total Base bid: \$1,061,000
Alternates totaling: Not Applicable
Total Contract Award: \$1,061,000

Contract No. 7 Plumbing

J.E. Sheehan Contracting Corporation
Potsdam, New York

Total Base bid: \$156,400
Alternates totaling: \$ 16,900
Total Contract Award: \$173,300

Contract No. 8 Electrical

Watson Electric, Inc.
Norwood, New York

Total Base bid: \$130,108
Alternates totaling: \$ 32,568
Total Contract Award: \$162,676

Total Contract Award Phase 2 (all Contracts): \$2,818,343

The Superintendent of Schools, as Chief Executive Officer of the District, is hereby authorized and directed to sign a contract on behalf of the District with the contractors set forth above in a form approved by the Board’s attorneys.

This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Sandra Young Klindt	Voting – Yes
Natalie Hurley	Voting – Yes
Daniel Dupee II	Voting – Yes
Tiffany Orcesi	Voting – Yes
Jamie Lee	Voting – Yes
Albert Romano, Jr.	Voting – Yes
Kelly Milkowich	Voting – Yes

CLERK’S CERTIFICATION

I, DEBRA L. BENNETT, School District Clerk of the General Brown Central School District, Jefferson County, New York, DO HEREBY CERTIFY:

That I have compared the foregoing resolution of the Board of Education of the General Brown Central School District, adopted the 7th day of October 2019, 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, and

That all members of the Board of Education of said school district had due notice of said meeting, and

That, pursuant to §103 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the General Brown Central School District this 7th day of October, 2019.

[SEAL]

DEBRA L. BENNETT
School District Clerk

8. Board Action - Approval of **2019-2020 Substitute Instructional and Non-Instructional Personnel Item #11-D**, as continued from the Organizational Meeting held July 1, 2019
 Motion for approval by Tiffany Orcesi, seconded by Daniel Dupee, with motion approved 7-0.

Substitute Teachers	Substitute Aides	Substitute Food Service	Substitute Bus Drivers
Theresa Thilges Tonya Stean	Theresa Thilges	Ashley Kudlack (Effective 09/25/2019)	

9. Board Action – Approval of **School Tax Collector Report**
 Motion for approval by Kelly Milkowich, seconded by Albert Romano, with motion approved 7-0.
10. Board Action – Approval of **Changes/Corrections to the 2019 Tax Roll** for the following parcels:
- Earl, Daniel and Michael Gardner / Parcel 73.06-1-23.2 / +\$599.00
 - Doreen & Todd Schneckenburger / Parcel 72.16-1-16 / -\$599.00
 - Gerald Bretsch / Parcel 64.47-1-4 / -\$578.00
 - Lamar Outdoor Advertising / 74.17-1-5.1-301 / -\$78.45
 - Certificate of Divided Assessment / Converse Construction to Ricky J. & Kristin L. Best / Parcels 72.51-1-1.1 & 72.51-1-1.6 / \$0 net change
- Motion for approval by Kelly Milkowich, seconded by Tiffany Orcesi, with motion approved 7-0.

11. Board Action – Approval of **2019-2020 Class/Club Advisors** as listed:
 Motion for approval by Albert Romano, seconded by Jamie Lee, with motion approved 7-0.

Club/Class	Advisor	Club/Class	Advisor
Class of 2020 Class of 2020	Elizabeth Stephens Julia Nieves-Soto	International Club International Club International Club International Club International Club	Jannell Pickeral Stephanie Karandy Jose’ Bernier Julia Nieves-Soto Amy O’Riley
Class of 2021 Class of 2021	Stephanie Karandy Sabrina Dettmer	Key Club Key Club	Karen Crosby Marjorie Cuddeback
Class of 2022 Class of 2022	Lisa Fowler Susan Menapace	Student Council Student Council	Michelle Lamon Brian Nortz
Class of 2023 Class of 2023	Ellen Sheen Lindsay Hanson	Performing Arts Performing Arts	Frances Seymour Marietta Kitto
Class of 2024 Class of 2024	Susan Menapace Amy Smith	Dance	Hannah Cottrell
GB Gazette	Michelle Lamon	SADD	Melissa Zehr
FCCLA	Hannah Cottrell	Teen Advisory Group	Carrie LaSage
Sr. Honor Society Sr. Honor Society	Ellen Sheen Marietta Kitto	TTL Facilitator TIL Facilitator	Carrie LaSage Erin Heller
Jr. Honor Society Jr. Honor Society	Lisa Kessler Elizabeth Stephens	Teacher Instructional Leaders	Julia Russell; Amy Moore; Lisa Tyo; Sabrina Dettmer; Stephanie Karandy; Lindsay Hanson
Whiz Quiz	William Covey	Teacher Technology Leaders	Becky Dupee; Kelley Fahey; Mary Paige; Emily Aumell; Susan Menapace; Lindsay Labiendo
Yearbook	Casilda Peckham		

12. 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:
- David Ramie (8/15/19)
 - Joseph O’Donnell (8/15/19)
- Motion for approval by Kelly Milkowich, seconded by Albert Romano, with motion approved 7-0.

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

Motion for approval by Tiffany Orcesi, seconded by Daniel Dupee, with motion approved 7-0.

H. ITEMS FOR BOARD ACTION - PERSONNEL

14. Board Action Personnel changes as listed:

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

(A) Retirements:

Name	Position	Effective Date
Nancy Vincent	Teacher Aide	10/18/2019

(B) Resignations:

Name	Position	Effective Date
Jackie Crump	Food Service Helper	09/20/2019
John A. Carroll	Bus Driver	09/27/2019
Corrine F. Willis	Vocal Music Teacher	10/01/2019

(C) Appointments:

Name	Position	Annual Salary / Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
^Andrea C. Swan	School Counselor	^Salary correction from August 12 appt. \$53,470 annually-Step 7 (M+30)	unchanged	unchanged
Kendra M. Benware	Substitute Teacher / Substitute Teacher Aide	\$90 per day / \$11.91 per hour	n/a	10/08/2019
Ann E. Bedard	0.6 FTE Physical Therapist	\$34,282.80 annually-Step 7 (prorated)	n/a	10/16/2019
Michael J. Bowen	Substitute Bus Driver	\$15.14 per hour	n/a	09/24/2019
Debra L. Vaughn	Substitute Bus Driver	\$15.14 per hour	n/a	09/24/2019
Melanie L. Clark	Substitute Bus Driver	\$15.14 per hour	n/a	09/24/2019
Monique A. Merchant	Substitute Teacher / Substitute Teacher Aide	\$85 per day / \$11.91 per hour	n/a	10/08/2019
Carlee A. Burns	7-Hour Teacher Aide	\$15,011 annually-Step 5 (prorated)	n/a	10/08/2019
Melissa S. Schillinger	5-Hour Food Service Helper	\$10,306 annually-Step 6 (prorated)	n/a	10/08/2019
Marietta R. Kitto	Vocal Music Teacher	\$55,480 annually-Step 10 (MB+39) (prorated)	4-year probationary tenure appointment in the area of Music	10/08/2019
Hailey J. Pooler	Substitute Teacher / Substitute Teacher Aide	\$90 per day / \$11.91 per hour	n/a	10/08/2019
Diana L. Smith	Substitute Teacher / Substitute Teacher Aide	\$85 per day / \$11.91 per hour	n/a	10/08/2019
Judith A. Bennett	Substitute Teacher / Substitute Teacher Aide	\$100 per day / \$11.91 per hour	n/a	10/08/2019
Robert J. Pickeral, Jr.	Substitute Teacher / Substitute Teacher Aide	\$90 per day / \$11.91 per hour	n/a	10/08/2019
Lydia C. Dale	Substitute Teacher / Substitute Teacher Aide	\$90 per day / \$11.91 per hour	n/a	10/08/2019
Holley M. Russell	Substitute Teacher / Substitute Teacher Aide	\$85 per day / \$11.91 per hour	n/a	10/08/2019
Nichole E. Babcock	Substitute Teacher / Substitute Teacher Aide	\$85 per day / \$11.91 per hour	n/a	10/08/2019

I. 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 Albert Romano, seconded by Tiffany Orcesi with motion approved 7-0.

- **Kendra M. Benware** – Substitute Teacher
- **Ann E. (Compo) Bedard** – Physical Therapist
- **Monique A. Merchant** – Substitute Teacher
- **Evan Y. Klindt** – Volunteer
- **Hailey J. Pooler** – Substitute Teacher
- **Diana L. Smith** – Substitute Teacher

- **Judith A. (Neujean) Bennett** – Substitute Teacher
- **Robert J. Pickeral, Jr.** – Substitute Teacher
- **Lydia C. Dale** – Substitute Teacher
- **Holley M. Russell** – Substitute Teacher
- **Nicole E. Babcock** – Substitute Teacher

J. SUPERINTENDENTS' REPORTS

16. Assistant Superintendent Smith shared that SED Project submission for the cell tower will need to be approved prior to the Board approving the contract with AT&T. She also shared the *Buffalo Business First's* school rankings just published.
17. Superintendent Case shared that the Title IX presentation from Ferrara Law Firm will be scheduled as soon as there is a mutually agreeable date. Mrs. Case has also committed General Brown to adopting a Fort Drum Platoon this fall. Additional information will be forthcoming. She also shared that clarifications to regulations regarding the approval of the District Safety Plan require a public hearing to be held annually. Ours will be held on November 12, 2019. The Plan will be posted for the public for 30 days prior to the hearing. Mrs. Case requested that the Board hold a special meeting, (date yet to be determined), for the appointment of modified coaches, as their season begins prior to the next regularly scheduled Board meeting.

K. CORRESPONDENCE & UPCOMING EVENTS

18. Correspondence Log

L. ITEMS FOR NEXT MEETING

19. **Tuesday, November 12, 2019 - Regular Meeting** will begin at 5:30 p.m. in the cafeteria of the Jr.-Sr. High School: Public Hearing for District Safety Plan / Student Presentation / 1st Reading of Policy #7420 as revised / 2nd Reading-Adoption of Polices #7522 and #8505

M. PROPOSED EXECUTIVE SESSION

20. **A motion was requested to enter executive session** for discussion of matters regarding nine specific legal issues. Motion for approval by Albert Romano, seconded by Tiffany Orcesi, with motion approved 7-0. Time entered: 6:35 p.m.

N. RETURN TO OPEN SESSION

21. **A motion was requested to adjourn the executive session** and reconvene the regular meeting. Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 7-0. Time: 7:05 p.m.

O. MOTION FOR ADJOURNMENT

22. **There being no further business or discussion**, a motion was requested adjourn the regular meeting. Motion for approval by Daniel Dupee, seconded by Albert Romano, with motion approved 7-0. Time adjourned: 7:08 p.m.

Respectfully submitted:

Debra L. Bennett, District Clerk

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