

GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

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

REGULAR MEETING

September 9, 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; Nicole Donaldson, Principal Jr.-Sr. High School; Laurie Nohle, Assistant Principal Jr.-Sr. High School; David Ramie, Principal Dexter Elementary; Joseph O'Donnell, Principal Brownville Glen Park Elementary; Michael Parobeck, Data Coordinator; Debra L. Bennett, District Clerk; Faculty; Students; Community Members

A. APPROVAL OF AGENDA

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

B. PRESENTATIONS – None

C. PUBLIC COMMENT REQUESTS – None

D. CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Jamie Lee, and seconded by Albert Romano - Motion approved 7-0.

1. Approval of Minutes as listed:
 - August 12, 2019 – Regular Meeting
 - August 28, 2019 – Special Meeting

2. Approval of Building and Grounds Requests as listed:
 - BGP softball field – August 11 & 18, 2019 from 9:00 a.m. to 11:00 a.m. – Kristi Bice – Adult softball practice
 - JSHS weight room/old gymnasium – Mondays-Thursdays from August 22, 2019 - November 8, 2019 from 6:00 p.m. to 7:30 p.m. and 6:00 p.m. to 8:00 p.m. – Dexter Pop Warner Tiny Mite and Mighty Mite Cheer Team practice
 - DEX gymnasium – Mondays-Thursdays from September 3, 2019 – November 1, 2019 from 6:00 p.m. to 8:00 p.m. – Dexter Pop Warner Junior Cheer Team practice
 - BGP cafeteria – Thursdays from September 12, 2019 to June 4, 2020 from 6:00 p.m. to 7:30 p.m. – Girl Scout Troop 50130 monthly meetings
 - DEX gymnasium/cafe/teria/band room – Thursdays from September 12, 2019 – June 11, 2020 from 6:00 p.m. to 7:30 p.m. – YMCA Karate classes
 - JSHS turf field – September 14 and 21, 2019 and October 19, 2019 from 3:30 p.m. to 9:00 p.m. – Dexter Pop Warner Football games
 - JSHS turf field – October 17, 2019 from 4:00 p.m. to 8:00 p.m. – Frontier League Boys' and Girls' Soccer Playoffs – Robert Kowalick, Executive Director

3. Approval of Conferences and Workshops as listed:
 - Tiffany Orcesi – 2019 New School Board Member Academy (with expenses) – Sheraton @ The Falls, Niagara Falls, NY – August 23-24, 2019
 - Lisa Smith – JLSBA Fall Dinner Meeting – Ryan's Lookout, Henderson, NY – September 19, 2019
 - David Ramie – Kindergarten Transition Summit – Hilton Garden Inn, Watertown – October 29, 2019
 - Julia LaVere – Early Childhood Transition Summit – Hilton Garden Inn, Watertown – October 29, 2019

4. Approval of Conferences and Workshops as per *My Learning Plan* Report September 4, 2019

5. Approval of Financial Reports / Warrants – Not at this time.

E. REGULAR AGENDA

Other Discussion and Action Items:

Board Member Reports / Staff Member Reports and Presentations

1. Comments / Information from Board Members
 - New Board Member Training – Mrs. Orcesi attended the NYSSBA in-person training at Niagara Falls in August, which satisfied her mandatory training requirements. Mrs. Orcesi felt in-person training provided opportunities for interaction with Board members from districts of all sizes, each with their respective issues. She came away with a greater knowledge of a Board member’s responsibilities and purpose, as well as an understanding of fiscal oversight responsibilities. She learned that above all, Member’s should leave their personal issues behind, and do what is best for all kids in the District.
 - Open House – Members commented that there was much enthusiasm from students, parents and teachers. They were impressed with the teachers’ decorations and organization, especially with the reconfiguration move. They appreciated the PTO/PBIS unity with providing t-shirts. Mrs. Case shared that she was excited that our teachers were able to attend their own childrens’ open houses with the staggered schedule. Many teachers expressed their excitement about the changes taking place. Co-teaching teams were also excited to begin the new year.
2. Staff Member Reports and End of Year Reports
 - Discussion from Leadership regarding year end reports. Following discussion, Principals shared that there will be more information presented once the data has been reviewed and regional comparisons are made.
3. Staff Member Presentations - None

Items for Board Information / Discussion

4. Board Information – Policy Review
 - APP – Athletic Placement Process

Before beginning discussion regarding the APP, President Klindt addressed the Board and members of the audience regarding current athletic issues that have caused much tension within the District. The **Chain of Command** is to be followed going forward. Coaches and parents should not be complaining directly to Board members or Administration, and expecting a resolution. The proper avenue is for the athlete to speak with their Coach first, then the Athletic Director, their Principal, the Superintendent, and then the Board of Education. The Board can only act on policy, and that is what will be reviewed this evening. Policy decisions are made in the best interest of *all* students. Secondly, any information or question passed by a Board member to an administrator should be copied to the Superintendent as well as Board Leadership.

Following review of the current **Sports and the Athletic Program Policy #7420** and the **Athletic Placement Process** draft, there was consensus to incorporate the sample language into the current policy. A draft for a first reading will be prepared for the October 7 Board meeting.

5. Board Information – Invitation from Jefferson-Lewis School Boards Association for the Fall Dinner Meeting – Topic: First Amendment Considerations – Ryan’s Lookout, Henderson, NY – September 19, 2019 - (RSVP by September 12, 2019)
6. Board Information – Jefferson-Lewis School Board Association 2019-2020 Activities Schedule was provided for the Board.

Items for Board Discussion / Action

7. Board Action – **Upon the recommendation of the Superintendent of Schools**, and pursuant to the GBTA collective bargaining agreement, the Board of Education hereby approves the time sheets for 1 hour of pay at the curriculum rate for the following new employees’ *New Employee Orientation* from August 21, 2019 as follows:
Motion for approval by Albert Romano, seconded by Kelly Milkowich, with motion approved 7-0.

| | |
|-------------------|------------------|
| Kathryn Beagle | Matthew McCarthy |
| Nicholas Elkin | Maria Mesires |
| Molly Hall | Mauro Orcesi |
| Robert Jaspersohn | Amy O’Riley |
| Julie Shaver | Andrea Swan |
| Wendy Yodice | Rebecca Taylor |

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 Kelly Milkowich, with motion approved 7-0.

| Substitute Teachers | Substitute Aides | Substitute Food Service | Substitute Bus Drivers |
|---------------------|------------------------------|-------------------------|------------------------|
| Brittany Cean | Dawn Comins Brittany Cean | n/a | John Middlestate |

9. Board Action – Approval is requested to accept a donation in the amount of \$100 from Denise and Kent Blair.
 Motion for approval by Jamie Lee, seconded by Kelly Milkowich, with motion approved 7-0.
10. Board Action – Approval of **School Tax Collector Report**
 Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with motion approved 7-0.
11. Board Action – Approval of **Changes/Corrections to the 2019 Tax Roll** for the following parcels:
 ▪ Wendie Lawler, Meghan & Leo Rogers / Parcel 71.17-1-14.3 / +\$3214.50
 ▪ Lawrence J. & Terri E. Netto / 71.17-1-14.1 / -\$3224.44
 Motion for approval by Albert Romano, seconded by Kelly Milkowich, with motion approved 7-0.
12. Board Action – Approval is requested for **Emma Hughes and Gracie Hughes** to participate with the **South Jefferson Central School District Swim Team**, as independent swimmers for the 2019-2020 season, contingent upon the parents signing a statement releasing General Brown Central School District from all liability, transportation and equipment costs, and any other fees where applicable.
 Motion for approval by Natalie Hurley, seconded by Kelly Milkowich, with motion approved 7-0.
13. Board Action – Approval is requested for **Jalynn Castro** to participate with **Thousand Islands CSD and Alexandria CSD (as host) Girls’ Hockey Team**, for the 2019-2020 season, contingent upon the parents signing a statement releasing General Brown Central School District from all liability, transportation and equipment costs, and any other fees where applicable.
 Motion for approval by Albert Romano, seconded by Natalie Hurley, with motion approved 7-0.
14. Board Action - Approval of **Committee on Special Education Reports**
 Motion for approval by Tiffany Orcesi, seconded by Kelly Milkowich, with motion approved 7-0.

F. 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: none
 (C) Appointments:

| Name | Position | Annual Salary / Rate of Pay | Probationary or Tenure Track Appt. (if applicable) | Effective Date |
|----------------------|--|-------------------------------|--|----------------|
| Louis J. Ingrassia | Substitute Teacher | \$90 per day | n/a | 09/10/2019 |
| Christine A. Company | Substitute Teacher | \$100 per day | n/a | 09/10/2019 |
| Jeffrey A. Reynolds | Substitute Teacher | \$90 per day | n/a | 09/10/2019 |
| Carlee A. Burns | Substitute Teacher | \$90 per day | n/a | 09/10/2019 |
| Laura L. Ellsworth | Substitute Teacher/Substitute Teacher Aide | \$85 per day/\$11.91 per hour | n/a | 09/10/2019 |
| Bethany L. Rogers | Substitute Teacher/Substitute Teacher Aide | \$85 per day/\$11.91 per hour | n/a | 09/10/2019 |
| Amy M. Schultz | Substitute Teacher Aide | \$11.91 per hour | n/a | 09/10/2019 |
| Stacy R. Latham | Substitute Clerk | \$13.87 per hour | n/a | 09/10/2019 |
| Kathy Smith | Cleaner | \$24,925 annually-Step 4 | n/a | 09/10/2019 |
| Hanna E. Rose | Substitute Teacher/Substitute Teacher Aide | \$85 per day/\$11.91 per hour | n/a | 09/10/2019 |
| Keeley L. Rose | Substitute Teacher/Substitute Teacher Aide | \$85 per day/\$11.91 per hour | n/a | 09/10/2019 |
| Katelyn R. Pitkin | Substitute Teacher/Substitute Teacher Aide | \$90 per day/\$11.91 per hour | n/a | 09/10/2019 |
| Emily L. Amell | Substitute Teacher | \$85 per day | n/a | 09/10/2019 |

| | | | | |
|--|---|---|------------|--------------------------|
| Amy C. Babineau ^Desiree Zimmer | Substitute Teacher 5-Hour Bus Driver | \$90 per day ^Salary correction from 8/12/19 appointment: \$14,841 annually- Step 3 (prorated) | n/a n/a | 09/10/2019 n/a |
|--|---|---|------------|--------------------------|

(D) PAID Coaching Appointments: none

(E) UNPAID Coaching Appointments:

| Name | Fall 2019 Sports | Coaching Certification | Effective Date |
|--------------------------|---------------------------------|--------------------------------|-------------------|
| Kaitlynn Tredway | Modified Cheerleading Assistant | Temporary Coaching License**** | 09/10/2019 |
| Krysta H. Stupp | Varsity Tennis Assistant | Temporary Coaching License**** | 09/10/2019 |
| Jasper S. Russell | Modified Football Assistant | Temporary Coaching License**** | 09/10/2019 |
| Zachary F. Barker | Modified Football Assistant | Temporary Coaching License**** | 09/10/2019 |
| Matthew Milkowich | Modified Football Assistant | Temporary Coaching License**** | 09/10/2019 |

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 ****

G. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE

1. FINAL Fingerprint Clearance - Upon the recommendation of the Superintendent of Schools – WHEREAS, on behalf of the General Brown Central School District, two sets of the following prospective employees’ fingerprints for employment have been submitted to NYSED, along with the signed Consent Form, and a request for conditional clearance. The following employees have received FINAL CLEARANCE from SED:

Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 7-0.

- **Louis J. Ingrassia** – Substitute Teacher
- **Jeffrey A. Reynolds** – Substitute Teacher
- **Carlee A. Burns** – Substitute Teacher
- **Laura L. Ellsworth** – Substitute Teacher
- **Bethany L. Rogers** – Substitute Teacher
- **Amy M. Schultz** – Substitute Teacher Aide
- **Hanna E. Rose** – Substitute Teacher
- **Keeley L. Rose** – Substitute Teacher
- **Katelyn R. Pitkin** – Substitute Teacher
- **Emily L. Amell** – Substitute Teacher
- **Amy C. Babineau** – Substitute Teacher
- **Kaitlyn Tredway** – Coach
- **Krysta H. Stupp** – Coach
- **Jasper S. Russell** – Coach
- **Zachary F. Barker** – Coach
- **Matthew Milkowich** – Coach

H. SUPERINTENDENTS’ REPORTS

16. Assistant Superintendent Smith shared that the Audit Report will be held at the October meeting. Mrs. Smith also shared our unappropriated fund balance of just over 4%. Our previous excess was used to fund our District’s share of the BOCES Capital Project. Our share is now paid in full.

17. Superintendent Case shared that we will have a Title IX presentation by a legal expert, who will also assist Mrs. Nohle with the Title IX audit as requested by the Board. Mrs. Case spoke about the meaningful professional development day focusing on Inclusion. The presenter was an inspiration to all. Mrs. Case and the Board also wanted to thank the PTO for their support.

Mrs. Case thanked the Principals, Mr. Grimm, Mr. Valentin and our staff members for their efforts to ensure the first day with the new transportation schedule went well. The morning went very well however there were some issues in the

afternoon. Principals worked with staff members to find immediate solutions to any problems and brainstormed to find long-term solutions.

I. CORRESPONDENCE & UPCOMING EVENTS

18. Correspondence Log

J. ITEMS FOR NEXT MEETING

19. **October 7, 2019 - Regular Meeting** will begin at 5:30 p.m. in the General Brown Room of the Jr.-Sr. High School

- 1st Reading – Revised *Policy #7420 Sports and the Athletic Program*.
- Annual Audit Report
- Title IX Presentation

K. PROPOSED EXECUTIVE SESSION

20. **A motion is requested to enter executive session** for discussion of matters regarding a current specific legal matter.

Motion for approval by Jamie Lee, seconded by Albert Romano, with motion approved 7-0. Time entered: 6:37 p.m.

L. RETURN TO OPEN SESSION

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

Motion for approval by Tiffany Orcesi, seconded by Albert Romano, with motion approved 7-0. Time: 6:58 p.m.

M. MOTION FOR ADJOURNMENT

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

Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 7-0. Time adjourned: 7:00 p.m.

Respectfully submitted:

Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated September 9, 2019