

**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.**

General Brown Room - Jr.-Sr. High School

**Preliminary**

**AGENDA**

**REGULAR MEETING – 5:30 p.m.**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

**A. APPROVAL OF AGENDA**

**B. PRESENTATIONS**

**C. PUBLIC COMMENT REQUESTS**

**D. CONSENT AGENDA**

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/cafeteria/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
  
4. Approval of Conferences and Workshops as per *My Learning Plan* Report September 4, 2019
  
5. Approval of Financial Reports / Warrants – None 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
2. Staff Member Reports and End of Year Reports
3. Staff Member Presentations

**Items for Board Information / Discussion**

4. 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)

**Items for Board Discussion / Action**

5. 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:

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

6. 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

<b>Substitute Teachers</b>	<b>Substitute Aides</b>	<b>Substitute Food Service</b>	<b>Substitute Bus Drivers</b>
<b>Brittany Cean</b>	<b>Dawn Comins Brittany Cean</b>	n/a	<b>John Middlestate</b>

7. Board Action – Approval is requested to accept a donation in the amount of \$100 from Denise and Kent Blair.
8. Board Action – Approval of ***School Tax Collector Report***
9. 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
10. 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.
11. Board Action - Approval of ***Committee on Special Education Reports***

**F. ITEMS FOR BOARD ACTION - PERSONNEL**

12. Board Action Personnel changes as listed:

(A) Retirements: none

(B) Resignations: none

(C) Appointments:

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

<b>Katelyn R. Pitkin</b>	Substitute Teacher/Substitute Teacher Aide	\$90 per day/\$11.91 per hour	n/a	<b>09/10/2019</b>
<b>Emily L. Amell</b>	Substitute Teacher	\$85 per day	n/a	<b>09/10/2019</b>
<b>Amy C. Babineau</b>	Substitute Teacher	\$90 per day	n/a	<b>09/10/2019</b>
<b>^Desiree Zimmer</b>	5-Hour Bus Driver	^Salary correction from 8/12/19 appointment: \$14,841 annually-Step 3 (prorated)	n/a	n/a

(D) PAID Coaching Appointments: none

(E) UNPAID Coaching Appointments:

Name	Fall 2019 Sports	Coaching Certification	Effective Date
<b>Kaitlynn Tredway</b>	Modified Cheerleading Assistant	Temporary Coaching License****	<b>09/10/2019</b>

**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 \*\*\*\*

**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:

- **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

**H. SUPERINTENDENTS’ REPORTS**

- 13. Assistant Superintendent - Mrs. Smith
- 14. Superintendent - Mrs. Case

**I. CORRESPONDENCE & UPCOMING EVENTS**

- 15. Correspondence Log

**J. ITEMS FOR NEXT MEETING**

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

**K. PROPOSED EXECUTIVE SESSION**

- 17. **A motion will be requested to enter executive session** for the discussion of \_\_\_\_\_.

**L. RETURN TO OPEN SESSION**

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

**M. MOTION FOR ADJOURNMENT**

- 19. **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 BOARD OF EDUCATION**

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

**REGULAR MEETING**

**August 12, 2019 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 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; David Ramie, Principal Dexter Elementary; Joseph O'Donnell, Principal Brownville Glen Park Elementary; Debra L. Bennett, District Clerk; Faculty; Students; Community Members

**A. APPROVAL OF AGENDA**

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

**B. PRESENTATIONS** - Award of the C. Gerard Hoard Scholarship to Alexander Klindt by Ms. Donaldson

**C. PROPOSED EXECUTIVE SESSION**

1. **A motion will be requested to enter executive session** for discussion regarding the employment history of one specific individual and one specific legal matter.

Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 7-0. Time: 5:33 p.m.

**RETURN TO OPEN SESSION**

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

Motion for approval by Albert Romano, seconded by Daniel Dupee, with motion approved 7-0. Time: 6:09 p.m.

**D. ITEM FOR BOARD ACTION – PERSONNEL**

1. Board Action – ***BE IT RESOLVED***, that upon the recommendation of the Superintendent of Schools and pursuant to the requirements of Civil Service Law Section 73, the General Brown Central School District Board of Education takes action to **terminate the employment of Richard Brandt, Cleaner, effective August 13, 2019.**

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

**E. PUBLIC COMMENT REQUESTS** – No requests at this time.

**F. CONSENT AGENDA**

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

1. Approval of Minutes as listed:

- July 1, 2019 - Organizational Meeting
- July 1, 2019 - Regular Meeting
- July 30, 2019 - Special Meeting

2. Approval of Building and Grounds Requests as listed:

- none

3. Approval of Conferences and Workshops as listed:

- Barbara J. Case – Inclusive Schooling Annual Leadership Institute (with expenses) – Syracuse University, Syracuse, NY – August 5-7, 2019
- Lisa K. Smith – Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
- Joseph O'Donnell - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
- Nicole Donaldson - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019

- Missie Nabinger - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
  - David Ramie - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
  - Laurie Nohle - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
  - Joseph O'Donnell - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
  - Lorraine Comins - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
  - Lisa Tyo - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
  - Sabrina Dettmer - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
  - Ashley Lothrop - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
  - Janel Smith - Inclusive Schooling Annual Leadership Institute – Syracuse University, Syracuse, NY – August 5-7, 2019
  - Kristi Bice – ERS Employer Education Seminar – NC Library System – Watertown, NY – September 12, 2019
  - Barbara J. Case – 2019 Fall Leadership Summit-NYSCOSS (with expenses) – Saratoga Springs, NY – September 22-24, 2019
  - Debra L. Bennett – NYSSBA Clerk's Training – JLBOCES – October 1, 2019
4. Approval of Conferences and Workshops as per *My Learning Plan Report* August 8, 2019

## G. REGULAR AGENDA

### Other Discussion and Action Items

#### Board Member Reports / Staff Member Reports and Presentations

1. Comments / Information from Board Members
2. Staff Member Reports
3. Staff Member Presentations – None at this time.

#### Items for Board Information / Discussion

4. Board Information - The 100<sup>th</sup> NYSSBA Annual Convention and Educational Expo will be held in Rochester, NY from October 24-26, 2019. Early registration dates: July 15-August 16, 2019.
5. Board Information - PIVOT Student Assistance Program 2018-2019 Second Semester Report
6. Board Information - NYSSBA confirmation of nomination of William Miller to serve as Area 5 Director of the New York State School Boards Association
7. Board Information - Professional Development Days - September 3 & 4, 2019 beginning at 7:50 a.m. in the auditorium of the Jr.-Sr. High School. The Board of Education is welcome to attend.
8. Board Information – Opening Day of School – Thursday, September 5, 2019
9. Board Information - The school photographer will be available to take Board member photographs on Tuesday, September 3, 2019 starting at 7:15 a.m. in the old gymnasium.

#### Items for Board Discussion / Action

10. Board Action - Policy Review
  - 2<sup>nd</sup> Reading / Adoption- *draft Policy #7511 as revised - Immunization and Dental Health of Students*  
Motion for adoption by Albert Romano, seconded by Kelly Milkowich, with motion approved 7-0.
11. Board Discussion / Action: **School Meal Prices - BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve an increase of 5 cents in the lunch fee, and 5 cents in the breakfast fee. The lunch fee will be \$2.65, and the breakfast fee will be \$1.45 for the 2019-2020 school year.  
Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 7-0.
12. Board Action - Approval of the following **correction** to the **Standard Workday** for the purpose of determining days worked reportable to NYS ERS, **Other Items #11-E**, as continued from the Organizational Meeting held July 1, 2019:
  - Cleaners, Driver Service, Head Custodians, Mechanic Helper, and Senior Mechanic - 8 hours per day (corrected from 7 hours per day)
  - Student Workers – 6 hours per day (omitted)Motion for approval by Kelly Milkowich, seconded by Jamie Lee, with motion approved 7-0.

13. 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 Albert Romano, with motion approved 7-0.

Substitute Teachers	Substitute Aides	Substitute Food Service	Substitute Bus Drivers
Cynthia Fusco Dustyn Helmer Jenna Matthews Joanne Rowsam Charles T. Cady	Stacy Latham Carol Grant	Barbara Cross Melissa Schillinger	Victoria Hughes

14. Board Action - Approval of **Authorizations Item #8-F - Final Tax Collection Dates**, as continued from the Organizational Meeting held July 1, 2019:

- Tuesday, September 3<sup>rd</sup> to Wednesday, October 2<sup>nd</sup> with no penalty
- Thursday, October 3<sup>rd</sup> to Thursday, October 31<sup>st</sup> with 2% penalty
- Friday, November 1<sup>st</sup> to Monday, November 4<sup>th</sup> with 3% penalty

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

15. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **2019 School Tax Collection Procedures** and **2019 School Tax Warrant**  
 Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 7-0.

16. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **hourly pay rates for non-instructional substitute staff for the 2019-2020 school year** as listed:  
 Motion for approval by Kelly Milkowich, seconded by Albert Romano, with motion approved 7-0.

Non-Instructional Positions	Hourly Rate
Substitute Aide	\$11.91
Substitute Food Service	\$11.86
Substitute Cleaner	\$11.98
Substitute Bus Driver	\$15.14
Substitute Nurse	\$13.64

17. Board Action - Approval of **Rural Schools Association of New York State** membership dues for the period of July 1, 2019 to June 30, 2020 - \$750 (no change from 2018-2019)  
 Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 7-0.
18. Board Action - Approval of **Railroad Crossings** for 2019-2020  
 Motion for approval by Jamie Lee, seconded by Kelly Milkowich, with motion approved 7-0.
19. Board Action – Approval is requested for the **Immaculate Heart Central School District to combine with the GBCSD** as host for the purpose of athletic competition, pending approval of the Frontier League, to compete in the sport of Boys Soccer at the Modified Level for the 2019-2020 school year. Following discussion, the motion was presented for a vote as follows:  
 Motion for approval by Albert Romano, seconded by Natalie Hurley. The motion was approved 4-3 with S. Klindt, N. Hurley, J. Lee and A. Romano voting yes; D. Dupee, T. Orcesi and K. Milkowich voting no.
20. Board Action - Approval of **Committee on Special Education Reports**  
 Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 7-0.

**H. ITEMS FOR BOARD ACTION - PERSONNEL**

21. Board Action Personnel changes as listed:  
 A motion for approval of the following PERSONNEL CHANGES, with *effective dates* as listed is made by Tiffany Orcesi, seconded by Daniel Dupee, with motion approved 7-0.

(A) Retirements: None at this time.

(B) Resignations:

Name	Position	Effective Date
Desiree Zimmer	4-Hour Bus Driver	08/12/2019
Jennifer Gregory	Mathmatics Teacher	08/12/2019

(C) Appointments:

Name	Position	Annual Salary / Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Bryan R. Fazio	Substitute Cleaner	\$11.98 per hour	n/a	09/03/2019
Andrea C. Swan	School Counselor	\$53,170 annually at Step 7 (M+20)	3-year probationary appointment in the tenure area of School Counseling and Guidance	08/26/2019
Ashley E. Morrow	7-Hour Teacher Aide	\$15,011 annually at Step 5	n/a	09/01/2019
Wendy S. Yodice	Special Education Teacher	\$46,160 annually at Step 1	4-year probationary appointment in the tenure area of Special Education	09/01/2019
Kaycee M. Simpson	Long-term Substitute Teacher	\$125 per day	n/a	09/01/2019
Desiree Zimmer	5-Hour Bus Driver	\$14,233 annually at Step 2 (prorated)	n/a	08/13/2019
Melissa L. Watts	Long-term Substitute Teacher	\$125 per day	n/a	09/01/2019
Maria T. Mesires <sup>^</sup>	Science Teacher ( <sup>^</sup> Corrected from May 13, 2019 as Living Enviroment Teacher)	n/a	n/a	n/a

**I. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE**

22. 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 Natalie Hurley, seconded by Albert Romano, with motion approved 7-0.

- **Bryan R. Fazio** – Substitute Cleaner
- **Andrea C. Swan** – School Counselor
- **Ashley E. Morrow** – Teacher Aide
- **Wendy S. Yodice** – Teacher
- **Kaycee M. Simpson** – Substitute Teacher
- **Melissa L. Watts** – Substitute Teacher

**J. SUPERINTENDENTS’ REPORTS**

23. Assistant Superintendent - Mrs. Smith shared information regarding the increase in food service prices, the subsidization of the food service program and the minor decrease in the tax rate for the Towns of Brownville and Pamela.

24. Superintendent - Mrs. Case reminded us of the Family Information Night being held tomorrow evening at Brownville-Glen Park Elementary from 6:30 to 7:30 p.m. There will be approximately 20 agencies represented and there will also be demonstrations provided by the Sci-Tech Museum.

Mrs. Case shared that Mrs. Nohle was unable to attend tonight's meeting however she is continuing to research the age maturing process and will finalize the current reviews and will make her decisions shortly. Mrs. Nohle has set up a parent/coach meeting for Sunday, August 18<sup>th</sup>.

Mrs. Case shared her perspective of the Summer Inclusion Leadership Insitute attended last week by the Administrative Team as well as several teachers. It was a life-changing experience for many, and provided a new lens through which to view issues. It validated the work we are all doing as the district moves forward.

**K. CORRESPONDENCE & UPCOMING EVENTS**

25. Correspondence Log

**L. ITEMS FOR NEXT MEETING**

26. **September 9, 2019 - Regular Meeting** will begin at 5:30 p.m. in the General Brown Room of the Jr.-Sr. High School

**M. MOTION FOR ADJOURNMENT**

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

Motion for approval by Jamie Lee, seconded by Natalie Hurley, with motion approved 7-0. Time adjourned: 7:23 p.m.

— There was a **Board / Leadership Retreat** immediately following the regular meeting.

Respectfully submitted:

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Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated August 12, 2019



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

**SPECIAL MEETING**  
**August 28, 2019 7:00 a.m.**  
**District Conference Room - Jr.-Sr. High School**

**Unapproved**  
**MINUTES**

**SPECIAL MEETING**

The meeting was called to order at 7:00 a.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; Debra L. Bennett, District Clerk

**A. APPROVAL OF AGENDA**

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

**B. REGULAR AGENDA**

**ITEMS FOR BOARD ACTION - PERSONNEL**

1. 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 6-1, with Mr. Dupee voting no.

(A) Retirements: None at this time.

(B) Resignations:

Name	Position	Effective Date
JoLynn Fiorentino	Teacher Assistant	08/16/2019
Kate E. Wiley	Elementary Teacher	08/31/2019
Lisa Polatas	Physical Therapist	09/26/2019

(C) Appointments:

Name	Position	Annual Salary Or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Alexander J. Finley	Elementary Teacher	\$58,580 annually-Step 13 (MB+39)	3-year probationary appointment in the tenure area of Elementary K-6	09/1/2019
Samuel D. Larkin	Substitute Teacher	\$100 per day	n/a	09/05/2019
Laure L. Siver	4-Hour Teacher Aide	\$8,573 annually-Step 5	n/a	09/03/2019
Katlyn L. Wright	7-Hour Teacher Aide	\$15,011 annually-Step 5	n/a	09/03/2019
Natalie Porter	Long-term Substitute Teacher	\$125 per day	n/a	09/01/2019

(D) UNPAID Coaching Appointment:

Name	Fall 2019 Sports	Coaching Certification	Effective Date
Alan D. Rawleigh	Jr. Varsity Football Assistant Coach	Temporary Coaching License****	Emergency appointment date: 8/21/2019

**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 \*\*\*\*

**C. 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 Albert Romano, with motion approved 6-1, with Mr. Dupee voting no.

- **Alexander J. Finley** - Teacher
- **Samuel D. Larkin** – Substitute Teacher
- **Laure L. Siver** – Teacher Aide
- **Katlyn L. Wright** – Teacher Aide
- **Natalie Porter** – Substitute Teacher
- **Alan D. Rawleigh** – Coach

**D. MOTION FOR ADJOURNMENT**

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

Motion for approval by Jamie Lee, seconded by Natalie Hurley, with motion approved 7-0. Time adjourned: 7:09 a.m.

Respectfully submitted:

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Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated August 28, 2019

**GENERAL BROWN CENTRAL SCHOOL DISTRICT**

**Donna Keefer**

**School Tax Collector**

**Board of Education Meeting September 9, 2019**

<b>2019 Warrant Total</b>	<b>\$7,909,531.57</b>
<b>Minus Original Star</b>	<b>\$-758,270.01</b>
<b>Collectors Amount</b>	<b>\$7,151,261.56</b>
<b>Correction to the Tax Roll 9/3/2019 (see attached)</b>	<b>\$-9.94</b>
<b>Total Adjusted Warrant</b>	<b>\$7,151,251.62</b>
<b>Adjusted Collectors Amount</b>	<b>\$7,151,251.62</b>

**Respectfully submitted:**

**Donna Keefer**

**School Tax Collector**



NEW YORK STATE DEPARTMENT OF TAXATION AND FINANCE  
OFFICE OF REAL PROPERTY TAX SERVICES

APPLICATION FOR CORRECTED TAX ROLL  
FOR THE YEAR 20 19

Part I: To be completed in duplicate by Applicant. APPLICANT MUST SUBMIT BOTH COPIES TO COUNTY DIRECTOR OF REAL PROPERTY TAX SERVICES. (In Nassau and Tompkins Counties, submit to Chief Assessing Officer). NOTE: To be used only prior to expiration of warrant for collection. For wholly exempt parcel, attach statement signed by assessor or majority of board of assessors substantiating that assessor(s) have obtained proof that parcel should have been granted tax exempt status on tax roll.

Wendie Lawler, Meghan & Leo Rogers  
1a. Name of Owner  
22154 Co Rte 59

Day( ) Evening( )  
2. Telephone Number  
22154 Co Rte 59

Dexter, NY 13634  
1b. Mailing Address  
71.17-1-14.3

22154 Co Rte 59  
3. Parcel Location (if different than 1b.)

4. Description of real property as shown on tax roll or tax bill (Include tax map designation)

5. Account No. 261804

6. Amount of taxes currently billed

7. I hereby request a correction of tax levied by General Brown School  
(county/city/school district; town in Westchester County; non-assessing unit village)

for the following reasons (use additional sheets if necessary): House assessed to incorrect parcel on this parcel  
correct Land value should be \$69,700 Total \$396,500

8/13/2019  
Date

Christine Thurston  
Signature of Applicant

PART II: For use by COUNTY DIRECTOR: Attach written report (including documentation of error in essential fact) and recommendation. Indicate type of error and paragraph of subdivision 2, 3 or 7 of Section 550 under which error falls.

Date application received: 8/29/19 Period of warrant for collection of taxes: \_\_\_\_\_  
Last day for collection of taxes without interest: 10/15/19

Recommendation:  Approve application\*  Deny Application  
8/29/19 Date [Signature] Signature of County Director

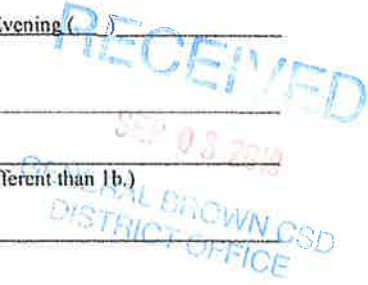
\*  If box is checked, this copy is for assessor and board of assessment review of city/town/village of \_\_\_\_\_ which are to consider attached report and recommendation as equivalent to petition filed pursuant to section 553.

PART III: For use by TAX LEVYING BODY or OFFICIAL DESIGNATED BY RESOLUTION \_\_\_\_\_ :  
(Insert Number or Date)

\_\_\_\_ APPLICATION APPROVED Amount of taxes currently billed: \$ 725.38  
Notice of approval mailed to applicant on (enter date): \_\_\_\_\_ Corrected tax: \$ \$3939.88  
Order transmitted to collecting officer on (enter date): \_\_\_\_\_

\_\_\_\_ APPLICATION DENIED Reason: \_\_\_\_\_

Seal of Office \_\_\_\_\_  
Date \_\_\_\_\_ Signature of Chief Executive Officer or Official Designated by Resolution \_\_\_\_\_



**GENERAL BROWN CENTRAL SCHOOL DISTRICT**

**2019 SCHOOL TAX**

**COUNTY OF JEFFERSON**

<b>MAKE CHECK OR MONEY ORDER PAYABLE TO:</b> GENERAL BROWN CENTRAL SCHOOL DISTRICT DONNA KEEFER, SCHOOL TAX COLLECTOR PO BOX 530 DEXTER, NY 13634	<b>SEQUENCE NO.</b>	<b>PAGE NO.</b>	<b>ROLL SEC.</b>	<b>BILL NO.</b>
	Page 1 of 1	01 of 01	1	261804INC
	<b>FISCAL YEAR</b>		<b>WARRANT DATE</b>	<b>BANK CODE</b>
	7/1/19-6/30/20		08/12/2019	
<b>TO PAY IN PERSON</b>			<b>ESTIMATED STATE AID</b>	
PAYMENTS CAN BE MADE AT THE DISTRICT OFFICE MONDAY-FRIDAY 9AM - 1:30PM; SEPT 17TH & 24TH THE OFFICE WILL RE-OPEN FROM 4PM-6PM TO ACCEPT PAYMENTS			SCHL 15,500,695	
<b>SEE BACK FOR MORE INFORMATION</b>				

**FOR YOUR INFORMATION**

**\*\*VIEW/PRINT TAX BILL ONLINE @ [HTTP://JEFFERSON.SDGNYS.COM/](http://JEFFERSON.SDGNYS.COM/)\*\***

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.

<b>222689</b> <b>71.17-1-14.3</b>	<u>EXEMPTION</u>	<u>VALUE</u>	<u>FULL VALUE</u>	<u>EXEMPTION</u>	<u>VALUE</u>	<u>FULL VALUE</u>
<b>Lawler Wendie C</b> <b>Rogers Meghan L</b> <b>22154 Co Rte 59</b> <b>Dexter, NY 13634</b>						
<b>PROPERTY DESCRIPTION &amp; LOCATION</b>						
<b>TAX MAP: 222689 71.17-1-14.3</b> <b>LOCATION: 22154 Co Rte 59</b> <b>SIZE: Fr Ft: 0.00 DEPTH: 0.00 ACREAGE: 0.80</b> <b>SCHOOL DIST: General Brown</b> <b>PROPERTY CLASS: 210 1 Family Res</b>						
Assessor Estimates The Full Market Value Of This Property At:						\$396,500
Uniform Percentage Of Value Used To Establish Assessments Is:						100.00%
Assessed Value Of This Property Is:						\$396,500

LEVY DESCRIPTION	TOTAL TAX LEVY	% CHANGE FROM PRIOR YEAR	TAXABLE VALUE	TAX RATE	TAX AMOUNT
School Tax	7,856,032	0.5	\$396,500.00	9.869427	\$3,913.23
Library Tax	53,500	0	\$396,500.00	0.067211	\$26.65
Installment Fee					\$118.20

LATE PAYMENT SCHEDULE ON TOTAL TAX DUE		
IF PAID BY:	10/31/19	
PENALTY	\$78.80	
TOTAL DUE	\$4,018.68	

**DETACH AND RETURN APPROPRIATE STUB WITH YOUR PAYMENT**

**COLLECTOR'S COPY**

<b>TOTAL TAX</b>	<b>\$3,939.88</b>
	DUE BY: <b>10/2/2019</b>

cut along dotted line ✂

Tax Map No.: <b>222689 71.17-1-14.3</b> Bill No.: <b>261804INC</b> Lawler Wendie C Rogers Meghan L 22154 Co Rte 59 Dexter, NY 13634	Bank Code: <input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	<b>Make Payable and Mail to:</b> JEFFERSON COUNTY TREASURER 175 ARSENAL STREET WATERTOWN, NY 13601	DUE BY: <b>11/29/19</b> AMOUNT: <b>\$1,313.29</b>
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**3RD INSTALLMENT**

cut along dotted line ✂

Tax Map No.: <b>222689 71.17-1-14.3</b> Bill No.: <b>261804INC</b> Lawler Wendie C Rogers Meghan L 22154 Co Rte 59 Dexter, NY 13634	Bank Code: <input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	<b>Make Payable and Mail to:</b> JEFFERSON COUNTY TREASURER 175 ARSENAL STREET WATERTOWN, NY 13601	DUE BY: <b>10/31/19</b> AMOUNT: <b>\$1,313.29</b>
--	---	---	---

**2ND INSTALLMENT**

cut along dotted line ✂

Tax Map No.: <b>222689 71.17-1-14.3</b> Bill No.: <b>261804INC</b> Lawler Wendie C Rogers Meghan L 22154 Co Rte 59 Dexter, NY 13634	Bank Code: <input type="checkbox"/> Check Here for Receipt (ADDED CHARGES AFTER DUE DATE)	<b>Make Payable and Mail to:</b> GENERAL BROWN CENTRAL SCHOOL DISTRICT DONNA KEEFER, SCHOOL TAX COLLECTOR PO BOX 530 DEXTER, NY 13634	DUE BY: <b>10/2/2019</b> AMOUNT: <b>\$1,431.49</b>
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**OR**

<b>1ST INSTALLMENT</b>	DUE BY: <b>10/2/2019</b> AMOUNT: <b>\$1,431.49</b>
<b>FULL PAYMENT</b>	DUE BY: <b>10/2/2019</b> AMOUNT: <b>\$3,939.88</b>



NEW YORK STATE DEPARTMENT OF TAXATION AND FINANCE  
OFFICE OF REAL PROPERTY TAX SERVICES

APPLICATION FOR CORRECTED TAX ROLL  
FOR THE YEAR 20 19

Part I: To be completed in duplicate by Applicant. APPLICANT MUST SUBMIT BOTH COPIES TO COUNTY DIRECTOR OF REAL PROPERTY TAX SERVICES. (In Nassau and Tompkins Counties, submit to Chief Assessing Officer). NOTE: To be used only prior to expiration of warrant for collection. For wholly exempt parcel, attach statement signed by assessor or majority of board of assessors substantiating that assessor(s) have obtained proof that parcel should have been granted tax exempt status on tax roll.

Lawrence J & Terri E Netto  
1a. Name of Owner  
Day (845) 464-5823 Evening ( )  
2. Telephone Number

65 Ehmer Dr  
Legrangeville, NY 12540  
1b. Mailing Address  
22192 Co Rte 59  
3. Parcel Location (if different than 1b.)

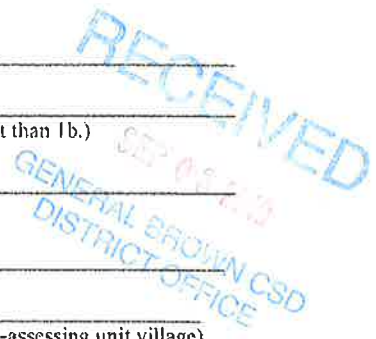
71.17-1-14.1  
4. Description of real property as shown on tax roll or tax bill (Include tax map designation)  
5. Account No. 261802 6. Amount of taxes currently billed

7. I hereby request a correction of tax levied by General Brown School  
(county/city/school district; town in Westchester County; non-assessing unit village)

for the following reasons (use additional sheets if necessary): House assessed to incorrect parcel on neighbors  
correct Land value should be \$71,500 Total \$74,000

8/13/2019  
Date

Christine Thurston  
Signature of Applicant



PART II: For use by COUNTY DIRECTOR: Attach written report (including documentation of error in essential fact) and recommendation. Indicate type of error and paragraph of subdivision 2, 3 or 7 of Section 550 under which error falls.

Date application received: 8/29/19 Period of warrant for collection of taxes: \_\_\_\_\_

Last day for collection of taxes without interest: 10/15/19

Recommendation:  Approve application\*  Deny Application  
8-29-19 Date [Signature] Signature of County Director

\* If box is checked, this copy is for assessor and board of assessment review of city/town/village of \_\_\_\_\_ which are to consider attached report and recommendation as equivalent to petition filed pursuant to section 553.

PART III: For use by TAX LEVYING BODY or OFFICIAL DESIGNATED BY RESOLUTION \_\_\_\_\_:  
(Insert Number or Date)

APPLICATION APPROVED Amount of taxes currently billed: \$ 3959.75

Notice of approval mailed to applicant on (enter date): \_\_\_\_\_  
Order transmitted to collecting officer on (enter date): \_\_\_\_\_  
Corrected tax: \$ 735.31

APPLICATION DENIED Reason: \_\_\_\_\_

Seal of Office  
Date  
Signature of Chief Executive Officer or Official Designated by Resolution

# GENERAL BROWN CENTRAL SCHOOL DISTRICT

**2019 SCHOOL TAX**

**COUNTY OF JEFFERSON**

<b>MAKE CHECK OR MONEY ORDER PAYABLE TO:</b>	<b>SEQUENCE NO.</b>	<b>PAGE NO.</b>	<b>ROLL SEC.</b>	<b>BILL NO.</b>
GENERAL BROWN CENTRAL SCHOOL DISTRICT DONNA KEEFER, SCHOOL TAX COLLECTOR PO BOX 530 DEXTER, NY 13634	Page 1 of 1	01 of 01	1	261802DEC
	<b>FISCAL YEAR</b>		<b>WARRANT DATE</b>	<b>BANK CODE</b>
	7/1/19-6/30/20		08/12/2019	
<b>TO PAY IN PERSON</b>	<b>ESTIMATED STATE AID</b>			<b>SEE BACK FOR MORE INFORMATION</b>
PAYMENTS CAN BE MADE AT THE DISTRICT OFFICE MONDAY-FRIDAY 9AM - 1:30PM; SEPT 17TH & 24TH THE OFFICE WILL RE-OPEN FROM 4PM-6PM TO ACCEPT PAYMENTS	SCHL 15,500,695			

**FOR YOUR INFORMATION**

**\*\*VIEW/PRINT TAX BILL ONLINE @ [HTTP://JEFFERSON.SDGNYS.COM/](http://JEFFERSON.SDGNYS.COM/)\*\***

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.

<b>222689 71.17-1-14.1</b> <b>Netto Lawrence J</b> <b>Netto Terri E</b> <b>65 Ehmer Dr</b> <b>Legrangeville, NY 12540</b>	EXEMPTION	VALUE	FULL VALUE	EXEMPTION	VALUE	FULL VALUE
<b>PROPERTY DESCRIPTION &amp; LOCATION</b>						
<b>TAX MAP: 222689 71.17-1-14.1</b> <b>LOCATION: Co Rte 59</b> <b>SIZE: Fr Ft: 0.00 DEPTH: 0.00 ACREAGE: 0.90</b> <b>SCHOOL DIST: General Brown</b> <b>PROPERTY CLASS: 311 Res vac land</b>	Assessor Estimates The Full Market Value Of This Property At: <span style="float: right;">\$74,000</span> Uniform Percentage Of Value Used To Establish Assessments Is: <span style="float: right;">100.00%</span> Assessed Value Of This Property Is: <span style="float: right;">\$74,000</span>					

LEVY DESCRIPTION	TOTAL TAX LEVY	% CHANGE FROM PRIOR YEAR	TAXABLE VALUE	TAX RATE	TAX AMOUNT
School Tax	7,856,032	0.5	\$74,000.00	9.869427	\$730.34
Library Tax	53,500	0	\$74,000.00	0.067211	\$4.97
Installment Fee					\$22.06

LATE PAYMENT SCHEDULE ON TOTAL TAX DUE	
IF PAID BY:	10/31/19
PENALTY	\$14.71
TOTAL DUE	\$750.02

**DETACH AND RETURN APPROPRIATE STUB WITH YOUR PAYMENT**

	<b>TOTAL TAX</b> <span style="float: right;"><b>\$735.31</b></span>
	DUE BY: <b>10/2/2019</b>

**COLLECTOR'S COPY**

cut along dotted line ✂

Tax Map No.: <b>222689 71.17-1-14.1</b> Bill No.: <b>261802DEC</b> Netto Lawrence J Netto Terri E 65 Ehmer Dr Legrangeville, NY 12540	Bank Code:	<input type="checkbox"/> Check Here for Receipt	<b>(ADDED CHARGES AFTER DUE DATE)</b>		
<b>Make Payable and Mail to:</b> JEFFERSON COUNTY TREASURER 175 ARSENAL STREET WATERTOWN, NY 13601			<b>3RD INSTALLMENT</b>	DUE BY: <b>11/29/19</b>	AMOUNT: <b>\$245.10</b>

cut along dotted line ✂

Tax Map No.: <b>222689 71.17-1-14.1</b> Bill No.: <b>261802DEC</b> Netto Lawrence J Netto Terri E 65 Ehmer Dr Legrangeville, NY 12540	Bank Code:	<input type="checkbox"/> Check Here for Receipt	<b>(ADDED CHARGES AFTER DUE DATE)</b>		
<b>Make Payable and Mail to:</b> JEFFERSON COUNTY TREASURER 175 ARSENAL STREET WATERTOWN, NY 13601			<b>2ND INSTALLMENT</b>	DUE BY: <b>10/31/19</b>	AMOUNT: <b>\$245.10</b>

cut along dotted line ✂

Tax Map No.: <b>222689 71.17-1-14.1</b> Bill No.: <b>261802DEC</b> Netto Lawrence J Netto Terri E 65 Ehmer Dr Legrangeville, NY 12540	Bank Code:	<input type="checkbox"/> Check Here for Receipt	<b>(ADDED CHARGES AFTER DUE DATE)</b>		
<b>Make Payable and Mail to:</b> GENERAL BROWN CENTRAL SCHOOL DISTRICT DONNA KEEFER, SCHOOL TAX COLLECTOR PO BOX 530 DEXTER, NY 13634			<b>1ST INSTALLMENT</b>	DUE BY: <b>10/2/2019</b>	AMOUNT: <b>\$267.16</b>
			OR	DUE BY:	AMOUNT:
			<b>FULL PAYMENT</b>	<b>10/2/2019</b>	<b>\$735.31</b>