

**GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION**

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

**REGULAR MEETING**

**April 6, 2020 – 5:30 p.m.**

The Board met remotely via Webex

**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 by roll call:** Sandra Young Klindt, President; Natalie Hurley, Vice President; Daniel Dupee II; Tiffany Orcesi; Jamie Lee; Albert Romano, Jr.; Kelly Milkowich

**OTHERS PARTICIPATING via Webex –** Barbara J. Case, Superintendent; Lisa K. Smith, Assistant Superintendent; Michael Parobeck, Network Administrator; Debra L. Bennett, District Clerk

**REMOTE ATTENDEES –** Administrators, Faculty and Staff

**A. APPROVAL OF AGENDA**

Motion for approval by Albert Romano, seconded by Tiffany Orcesi, with roll call vote as follows:

Natalie Hurley	voting	Yes
Daniel Dupee	voting	Yes
Tiffany Orcesi	voting	Yes
Jamie Lee	voting	Yes
Albert Romano	voting	Yes
Kelly Milkowich	voting	Yes
Sandra Klindt	voting	Yes

The motion is approved 7-0.

**B. PUBLIC COMMENT REQUESTS** - No requests at this time.

**C. CONSENT AGENDA**

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Jamie Lee, and seconded by Daniel Dupee with roll call vote as follows:

Natalie Hurley	voting	Yes
Daniel Dupee	voting	Yes
Tiffany Orcesi	voting	Yes
Jamie Lee	voting	Yes
Albert Romano	voting	Yes
Kelly Milkowich	voting	Yes
Sandra Klindt	voting	Yes

The motion is approved 7-0

1. Approval of Minutes as listed:
  - March 9, 2020 – Regular Meeting
  - March 17, 2020 – Special Meeting
2. Approval of Building and Grounds Requests – None at this time.
3. Approval of Conferences and Workshops – None at this time.
4. Approval of Conferences and Workshops as per *My Learning Plan Report* – None at this time.
5. Approval of Financial Reports / Warrants for February 2020

**D. REGULAR AGENDA**

**Other Discussion and Action Items:**

**Board Member Reports / Staff Member Reports and Presentations**

1. Comments / Information from Board Members – Board member statements of appreciation for all those continuing to serve our students will be posted on the website.
2. Staff Member Reports as provided.
3. Staff Member Presentations – None at this time.

**Items for Board Information / Discussion**

- 4. Board Information – 2020-2021 Proposed Jefferson-Lewis BOCES Administrative Budget
- 5. Board Information – Candidates for election to the Jefferson-Lewis-Herkimer-Oneida Board of Cooperative Education Services (BOCES) as follows:

Four (4) vacancies exist on the Board of Cooperative Educational Services to be filled at the annual election to be held in component school districts on April 21, 2020. Four (4) candidates have been nominated to fill these four vacancies. The members of the Board of Education of each component school district vote as a block by adopting a resolution and casting one (1) vote for each of the four vacancies to be filled. No more than one vote may be cast for any candidate. The term of office for three (3) of the vacancies is three (3) years (July 1, 2020-June 30, 2023). The term of office for one (1) of the vacancies is two (2) years beginning immediately following the election on April 21, 2020 and concludes on June 30, 2022. The three (3) candidates receiving the highest number of votes will be elected to the three (3) year terms and the one (1) candidate receiving the least number of votes will fill the two (2) year term on the BOCES Board. No more than one person residing in a particular component school district may be elected to serve on the Board of Cooperative Educational Services at one time, except as provided in Education Law §1950 (2-a).

The District Clerk, or other officer authorized to certify that a Board resolution has been adopted, shall complete the ballot by placing an (“X”) next to the names of each candidate for whom a vote has been cast, and by completing the certification at the bottom of the ballot. Candidates are listed in the order in which their nominations were received along with their address and school district of residence:

- Mrs. Alice Draper – Belleville Henderson Central School District
- Mrs. Jennifer Jones Beaver River Central School District
- Mrs. Grace H. Rice – South Lewis Central School District
- Mrs. Barbara Lofink – Carthage Central School District

There will be a **Special Meeting of the General Brown Central School District Board of Education to be held electronically on April 21, 2020 - Time TBD**, for the purpose of voting on the proposed 2020-2021 BOCES budget and the election of four members to the BOCES Board of Education.

**Items for Board Discussion / Action**

- 6. Board Action – Approval of Assistant Clerks / Inspectors for the Annual Proposed Budget Vote and Board of Education Election as follows:
  - Assistant Clerks: Rebecca Flath – Kristi Bice – Lisa Leubner – Deanna Oliver
  - 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 Daniel Dupee, with roll call vote as follows:

Natalie Hurley	voting	Yes	
Daniel Dupee	voting	Yes	
Tiffany Orcesi	voting	Yes	
Jamie Lee	voting	Yes	
Albert Romano	voting	Yes	
Kelly Romano	voting	Yes	
Sandra Klindt	voting	Yes	The motion is approved 7-0

- 7. Board Action – Approval of a donation in the amount of \$500 from Blackstone Electric Inc.  
Motion for approval by Tiffany Orcesi, seconded by Kelly Milkowich, with roll call vote as follows:

Natalie Hurley	voting	Yes	
Daniel Dupee	voting	Yes	
Tiffany Orcesi	voting	Yes	
Jamie Lee	voting	Yes	
Albert Romano	voting	Yes	
Kelly Milkowich	voting	Yes	
Sandra Klindt	voting	Yes	The motion is approved 7-0

- 8. Board Action – **RESOLUTION OF THE BOARD OF EDUCATION FOR THE GENERAL BROWN CENTRAL SCHOOL DISTRICT**

regarding Multi-Year Technology Purchase:

**WHEREAS**, the Board of Education of the General Brown Central School District desires to enter into a 4-year contract with the Madison-Oneida BOCES in order for the Regional Information Center to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being: CoSer 505 Instructional Technology Services.

**NOW THEREFORE**, it is **RESOLVED**, that the Board of Education of the General Brown Central School District agrees to enter into a contract with the Madison-Oneida BOCES for the provision of said services to the District not to exceed \$334,184.43 plus related borrowing fees, plus yearly Regional Information Center support during the term of this contract, finalized by the Superintendent, subject to the approval of the Commissioner of Education, for a period of 4 year(s); 2020-21, 2021-22, 2022-23, 2023-24.

Motion for approval by Kelly Milkowich, seconded by Natalie Hurley, with roll call vote as follows:

Natalie Hurley	voting	Yes	
Daniel Dupee	voting	Yes	
Tiffany Orcesi	voting	Yes	
Jamie Lee	voting	Yes	
Albert Romano	voting	Yes	
Kelly Milkowich	voting	Yes	
Sandra Klindt	voting	Yes	The motion is approved 7-0.

**CERTIFICATION OF DISTRICT CLERK**

I, Debra L. Bennett, District Clerk of the General Brown Central School District, hereby certify that the attached resolution was adopted by the required majority vote of the Board of Education at its meeting held on April 6, 2020.

Date: April 6, 2020

Signed: \_\_\_\_\_, District Clerk

- 9. Board Action: **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action on the following resolution:

**RESOLUTION**

**WHEREAS**, COVID-19 has resulted in the Federal, State and County governments declaring state of emergency; and

**WHEREAS**, on March 17, 2020 the Board adopted a resolution regarding matters related to school closure; and

**WHEREAS**, numerous Executive Orders have been issued by the Governor since the Board last acted, and additional guidance has been released by various administrative agencies relative to the reasons for school closure; and

**WHEREAS**, the Board wishes to ensure that the ongoing school closure remains consistent with applicable law and guidance, and that the Superintendent of Schools is authorized to take all necessary steps during the period of school closure.

**NOW, THEREFORE**, the Board of Education resolves as follows:

1. The Board of Education hereby declares the COVID-19 virus is an emergency for the School District.
2. The School District remains closed to students until April 29, 2020, pursuant to the Governor’s Order.
3. During the period of school closure for students, all District stakeholders shall establish plans to ensure the continuity of learning to the extent feasible and appropriate in accordance with consultation with the State Education Department, Department of Health and the Office of Children and Family Services consistent with Executive Order 202.4.
4. The Board of Education may be required to amend the school calendar to address these extraordinary circumstances and make up instructional days.
5. The Board of Education meetings from March 18, 2020 forward until further notice shall be closed to the public under Governor Executive Order 202.1. The school district shall make the meeting accessible to public participation through video streaming or by conference call at the time of the meeting and the school district will record the Board of Education meeting and post the video, audio or transcript on the district website.

- 6. The Superintendent of Schools is authorized to follow the Federal, State and County orders and to take such action as necessary and proper to operate the school district during this time of emergency.
- 7. For hourly employees:
  - A. To the extent not already provided for in a collective bargaining agreement, hourly employees shall continue to be paid for the period of March 18 to April 15, 2020 during the School District closure for students, provided such employees are available for work and report to work when directed to do so. This is meant to make such employees whole for missed work due to the school closure and shall be consistent with such employees’ regular compensation during normal school district operations.
  - B. Depending on the length of School District closure, the Superintendent of Schools may extend the length of payment to reflect an extended School District closure.
  - C. This resolution shall apply only for the specific and limited purpose of addressing the unique challenges presented by the outbreak of COVID-19. It shall not set any precedent or practice regarding any aspect of the Resolution.
- 8. To the extent this resolution is deemed inconsistent with the prior resolution of the Board adopted on March 17, 2020, the terms of this resolution shall control.

Motion for approval by Tiffany Orcesi, seconded by Albert Romano, with roll call vote as follows:

Natalie Hurley	voting	Yes	
Daniel Dupee	voting	Yes	
Tiffany Orcesi	voting	Yes	
Jamie Lee	voting	Yes	
Albert Romano	voting	Yes	
Kelly Milkowich	voting	Yes	
Sandra Klindt	voting	Yes	The motion is approved 7-0.

10. Board Action – Resolution regarding **Spring 2020 Athletic Coaches:**

**RESOLUTION**

***Spring 2020 Athletic Coaches***

**WHEREAS**, on March 9, 2020, prior to the beginning of the season, the Board appointed individuals to serve as coaches for the Spring 2020 athletic season; and

**WHEREAS**, as a result of various executive orders and declarations of emergency, schools were closed effective March 16, 2020; and

**WHEREAS**, schools are tentatively scheduled to reopen as of April 29, 2020, but it is uncertain whether schools will actually reopen on April 29, 2020; and

**WHEREAS**, Spring 2020 athletic seasons did not begin prior to school closure, and Spring 2020 extra-curricular athletics are not occurring during the period of school closure; and

**WHEREAS**, it is unknown whether there will be a Spring 2020 athletic season given the indefinite duration of school closure; and

**WHEREAS**, the District wishes to ensure coaches are compensated on a pro-rata basis for any portion of the Spring 2020 extra-curricular athletic season for which students participate in athletics, but that coaches do not receive compensation for services that are not provided in the event that there is no student participation in Spring 2020 athletic seasons; and

**WHEREAS**, the Board recognizes that coaches receive a longevity stipend based upon the number of years of service an individual has served as a coach.

**NOW, THEREFORE, IT IS RESOLVED:**

1. In the event that school resumes and students participate in extra-curricular athletics for any portion of the Spring 2020 athletic season, coaching stipends will be pro-rated to reflect the duration of the Spring 2020 athletic season, and coaches shall receive longevity credit for service during the Spring 2020 athletic season.
2. In the event that students do not participate in any portion of what would have been the Spring 2020 athletic season, all coaching appointments for the Spring 2020 athletic season are deemed rescinded, and no stipends shall be paid. Coaches shall not receive longevity credit for the Spring 2020 athletic season.

Motion for approval by Albert Romano, seconded by Kelly Milkowich, with roll call vote as follows:

Natalie Hurley	voting	Yes	
Daniel Dupee	voting	Yes	
Tiffany Orcesi	voting	Yes	
Jamie Lee	voting	Yes	
Albert Romano	voting	Yes	
Kelly Milkowich	voting	Yes	
Sandra Klindt	voting	Yes	The motion is approved 7-0.

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

Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with roll call vote as follows:

Natalie Hurley	voting	Yes	
Daniel Dupee	voting	Yes	
Tiffany Orcesi	voting	Yes	
Jamie Lee	voting	Yes	
Albert Romano	voting	Yes	
Kelly Milkowich	voting	Yes	
Sandra Klindt	voting	Yes	The motion is approved 7-0.

12. Board Discussion – Budget discussion regarding the Proposed Spending Plan for the 2020-2021 school year

13. Board Action – Following discussion, the Board of Education took action for the adoption of the Proposed Spending Plan for the 2020-2021 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 2020-2021 school year, resulting in a 5.4 % increase in the tax levy, in an amount not to exceed \$24,334,794*** and to raise the taxes therefore.

Motion for approval by Natalie Hurley, seconded by Albert Romano, with roll call vote as follows:

Natalie Hurley	voting	Yes	
Daniel Dupee	voting	Yes	
Tiffany Orcesi	voting	No	
Jamie Lee	voting	Yes	
Albert Romano	voting	Yes	
Kelly Milkowich	voting	Yes	
Sandra Klindt	voting	Yes	The motion is approved 6-1.

**E. 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 Tiffany Orcesi, seconded by Natalie Hurley, with roll call vote as follows:

Natalie Hurley	voting	Yes	
Daniel Dupee	voting	Yes	
Tiffany Orcesi	voting	Yes	
Jamie Lee	voting	Yes	
Albert Romano	voting	Yes	
Kelly Milkowich	voting	Yes	
Sandra Klindt	voting	Yes	The motion is approved 7-0.

(A) Retirements: None at this time

(B) Resignations:

Name	Position	Effective Date
Haleigh Flint	Elementary Teacher	April 17, 2020

(C) Appointments:

Name	Position	Annual Salary / Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Jenna A. Gerstenschlager	Elementary Teacher	\$46,160 annually-Step 1 (MB+39)	4-year probationary appointment in the area of Elementary Education K-6	April 20, 2020
Gabrielle M. Slate	Elementary Teacher	\$43,460 annually-Step 1 (B)	4-year probationary appointment in the area of Elementary Education K-6	April 20, 2020

**F. 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, 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:

- Jenna A. Gerstenschlager - Teacher
- Gabrielle M. Slate - Teacher

Motion for approval by Albert Romano, seconded by Jamie Lee, with roll call vote as follows:

Natalie Hurley	voting	Yes	
Daniel Dupee	voting	Yes	
Tiffany Orcesi	voting	Yes	
Jamie Lee	voting	Yes	
Albert Romano	voting	Yes	
Kelly Milkowich	voting	Yes	
Sandra Klindt	voting	Yes	The motion is approved 7-0.

**G. SUPERINTENDENTS’ REPORTS**

16. Assistant Superintendent Smith added that the Budget Vote / Board of Education Election has been postponed until after June 1, 2020. The District is awaiting guidance from SED. There was discussion regarding the availability, due date and submission of Board candidate packets.

17. Superintendent Case added that today the Gouvernor extended school closures until April 29, 2020 and has canceled regents exams. She also shared recommendations discouraging auto parades.

**H. CORRESPONDENCE & UPCOMING EVENTS**

18. Correspondence Log

**I. ITEMS FOR NEXT MEETINGS**

- 19. **April 21, 2020 – Special Meeting** will be held remotely for the JLBOCES Budget Vote/Election and will begin at 5:30 p.m.
- 20. **May 11, 2020 – Regular Meeting** will be held remotely and will begin at 5:30 p.m.

**J. MOTION FOR ADJOURNMENT**

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

Motion for approval by Albert Romano, seconded by Daniel Dupee, with roll call vote as follows:

Natalie Hurley	voting	Yes
Daniel Dupee	voting	Yes

Tiffany Orcesi	voting	Yes		
Jamie Lee	voting	Yes		
Albert Romano	voting	Yes		
Kelly Milkowich	voting	Yes		
Sandra Klindt	voting	Yes	The motion is approved 7-0.	Time adjourned: 6:17 p.m.

Respectfully submitted:

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Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated April 6, 2020