

GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

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

REGULAR MEETING

August 10, 2020 – 5:30 p.m.

Jr.-Sr. High School Auditorium / WebEx

MINUTES

REGULAR MEETING – This meeting was held in the auditorium of the Jr.-Sr. High School and was available to the public via WebEx. The meeting was called to order at 5:37 p.m. by President Kelly Milkowich, followed by the Pledge of Allegiance.

MEMBERS PRESENT – Kelly Milkowich, President; Sandra Young Klindt, Vice President; Natalie Hurley; Daniel Dupee II; Tiffany Orcesi; Jamie Lee; Scott Lytle

OTHERS PRESENT – Barbara J. Case, Superintendent; Lisa K. Smith, Assistant Superintendent; Debra L. Bennett, District Clerk; George R. Shaffer III, Director of Office of Employer/Employer Relations of Jefferson-Lewis BOCES

A. APPROVAL OF AGENDA

Motion for approval by Sandra Klindt, seconded by Tiffany Orcesi, with motion approved 7-0.

B. PRESENTATIONS – None at this time.

C. PUBLIC COMMENT REQUESTS – No requests at this time.

D. CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Scott Lytle, and seconded by Daniel Dupee, with motion approved 7-0.

1. Approval of Minutes as listed:
 - July 1, 2020 – Organizational Meeting with correction to Item #8-D Petty Cash Funds: Replace Mr. Flath with Mr. Valentin \$50
 - July 1, 2020 – Regular Meeting
2. Approval of Building and Grounds Requests
 - none
3. Approval of Conferences and Workshops
 - Kelly Milkowich – NYSSBA’s 2020 School Board Officers Academy (virtual) – September 25, 2020
 - Sandra Young Klindt – NYSSBA’s 2020 School Board Officers Academy (virtual) – September 25, 2020
4. Approval of Conferences and Workshops as per *My Learning Plan* report
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 and updates from Board Members – President Milkowich shared information from the NYSSBA Law Conference.
2. Staff Member Reports
3. End of Year Report 2019-2020 – Brownville Glen Park / Dexter Elementary Schools
4. Staff Member Presentations – None at this time.

Items for Board Information

5. Board Information – PIVOT Student Assistance Program 2019-2020 Second Semester Report
6. Board Information - Preliminary Tenure appointment recommendation as follows, with final Board approval scheduled for the September 14, 2020 meeting, with tenure date effective as noted:

Name:	Effective Hire Date:	Tenure Area:	Tenure Period to begin:
Marjorie Cuddeback	10/04/2016	Teacher Assistant	10/03/2020

Items for Board Discussion / Action

7. Board Discussion / Action - Approval is requested for **Jefferson-Lewis School Boards Association dues** for the period of July 1, 2020 to June 30, 2021 - \$370, based on current enrollment. (Same as 2019-2020).
Motion for approval by Natalie Hurley, seconded by Jamie Lee, with motion approved 7-0.

8. Board Discussion / Action - Election of delegate and alternate members for the **Executive Committee and Legislative Representative of Jefferson-Lewis School Boards Association for the 2020-2021 school year.** (2019-2020: Albert Romano as Delegate and Legislative Representative, and Sandra Klindt as Alternate)
Nomination of **Tiffany Orcesi as Delegate** by Kelly Milkowich, seconded by Scott Lytle, with motion approved 7-0.

Nomination of **Sandra Young Klindt as Alternate** by Daniel Dupee, seconded by Scott Lytle, with motion approved 7-0.

Nomination of **Natalie Hurley as Legislative Representative** by Sandra Klindt, seconded by Kelly Milkowich, with motion approved 7-0.

9. Board Action – Approval is requested for the **2020-2021 Substitute Instructional and Non-Instructional Personnel Item #11-D**, as continued from the Organizational meeting held July 1, 2020:
Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 7-0.

Substitute Teachers	Substitute Aides	Substitute Food Service	Substitute Bus Drivers	Substitute Cleaners	Substitute Nurses
Zachary Barker Catherine Behling Meganne Brenon Christine Company Bryanna Fazio Cynthia Fusco Valerie Halpin Drew Heise Susan Heise Cynthia Lamon Nicholas Nortz Heather O’Malley Hanna Pebbles Anthony Pike Jessica Rebelo Hanna Rose Joanne Rowsam Jill Smith Hannah Smithers Helen Timerman Judith Bennett	Brittany Cean Amber Gordon Susan Heise Alicia Hewitt Cynthia Lamon Cindy Parker Hannah Peebles Bethany Rogers Hanna Rose Keely Rose Diana Smith Carol Grant	MaryAnn Lanham-Livingston Krysta Stupp	Willis McIntosh Bruce Ostrander	Bryan Fazio	None at this time

10. Board Action – Approval is requested for **Authorizations Item #8-F - Final Tax Collection Dates**, as continued from the Organizational meeting held July 1, 2020:
 - Tuesday, September 1st to Wednesday, September 30th with no penalty
 - Thursday, October 1st to Friday, October 30th with 2% penalty
 Motion for approval by Sandra Young Klindt, seconded by Scott Lytle, with motion approved 7-0.

11. Board Action – Approval is requested for the following: **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **2020 School Tax Collection Procedures** and **2020 School Tax Warrant**
Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 7-0.

12. Board Action – Approval is requested for the following: **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 2020-2021 school year** as listed:

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

Non-Instructional Positions	Hourly Rate
Substitute Aide	\$12.50
Substitute Food Service	\$12.50
Substitute Cleaner	\$12.50
Substitute Bus Driver	\$15.32
Substitute Nurse	\$17.25

13. Board Action – Approval is requested for the 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, **BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the following be certified as Lead Evaluator of Teachers:**

- David Ramie (7/29/2020)
- Joseph O’Donnell (7/29/2020)

Motion for approval by Daniel Dupee, seconded by Sandra Klindt, with motion approved 7-0.

14. Board Action – Approval is requested for the **Railroad Crossings** for the 2020-2021 school year
 Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with motion approved 7-0.

15. Board Discussion / Action – Approval is requested for the **General Brown Central School District to combine with the Alexandria Central School District** as host, for the purpose of athletic competition pending approval of NYSPHSA, to compete in the sport of **Girls’ Hockey at the Varsity Level** for the 2020-2021 school year.
 Motion for approval by Tiffany Orcesi, seconded by Scott Lytle, with motion approved 7-0.

16. Board Discussion / Action – Approval is requested for **Jalynn Castro** to participate with **Alexandria CSD Girls’ Hockey Team**, for the 2020-2021 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 Jamie Lee, with motion approved 7-0.

17. Board Action – Approval is requested for the following: **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the following **Teacher Instructional Leaders, Technology Leaders, and Facilitators for the 2020-2021 school year:**

Motion for approval by Natalie Hurley, seconded by Scott Lytle, with motion approved 7-0.

Teacher Instructional Leaders (TIL)	Teacher Technology Leaders (TTL)	Teacher Instructional Leader Facilitator	Teacher Technology Leader Facilitator
Sabrina Dettmer Lindsay Hanson Stephanie Newvine Julia Russell Lisa Tyo	Emily Aumell Kelley Fahey Lindsay Labiendo Susan Menapace Mary Paige Rebecca Dupee	Erin Heller	Carrie LaSage

18. Board Action – Approval is requested for the acceptance of donations of 24 gallons of hand sanitizer and 2000 KN95 masks from Mr. Michael Blair, Pro Services Specialist of Lowe’s Store #1022 – Watertown, NY.
 Motion for approval by Natalie Hurley, seconded by Sandra Klindt, with motion approved 7-0.

19. Board Action – Approval is requested for a change to the **2020-2021 District Calendar** for the **addition of September 1, 2020 as a Superintendent’s Conference Day.**
 Motion for approval by Tiffany Orcesi, seconded by Sandra Klindt, with motion approved 7-0.

20. Board Action - Approval is requested for **Committee on Special Education Reports**
 Motion for approval by Scott Lytle, seconded by Natalie Hurley, with motion approved 7-0.

F. 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 was made by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 7-0.

(A) Retirements: none

(B) Resignations:

Name	Position	Effective Date
Kayla Yost	Instrumental Music Teacher	07/13/2020
Kaycee Simpson	Long-term Substitute Teacher	07/23/2020
Jose’ Bernier	Language Teacher	08/31/2020

(C) Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
John Smith	5-Hour Bus Driver	\$15.32 per hour	n/a	08/11/2020
Bruce Matthews	4.5-Hour Bus Driver	\$15.32 per hour	n/a	08/11/2020
Amy O’Riley	ENL / Special Education Teacher	\$65,895 annually (step 18)	4-Year probationary tenure track appointment commencing 9/1/2020 in the area of Special Education	09/01/2020
Kathryn E. Loveland	Elementary Teacher	\$48,045 annually (MB+39, step 1)	4-Year probationary tenure track appointment commencing 9/1/2020 in the area of Elementary Education K-6	09/01/2020
Jose’ Bernier	Social Studies Teacher	\$70,245 annually (step 22)	4-Year probationary tenure track appointment commencing 9/1/2020 in the area of Social Studies 7-12	09/01/2020
Bryan C. Benson, Jr.	Social Studies Teacher	\$50,145 annually (MB+39, step 3)	4-Year probationary tenure track appointment commencing 9/1/2020 in the area of Social Studies 7-12	09/01/2020

G. 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:

- Kathryn E. Loveland – Teacher
- Bryan C. Benson, Jr. – Teacher

Motion for approval by Jamie Lee, seconded by Natalie Hurley, with motion approved 7-0.

H. SUPERINTENDENTS' REPORTS

23. Assistant Superintendent - Mrs. Smith shared information regarding the unappropriated fund balance; food service subsidy; school tax rate vs. tax levy increase; as well as expenses related to COVID.

24. Superintendent - Mrs. Case shared information regarding virtual meetings with teachers; remote learning; major challenges to reopening; letters to parents; FAQ document; BOCES programs; personal student devices; extra-curricular activities; WiFi access from gym parking lot.

I. CORRESPONDENCE & UPCOMING EVENTS

25. Correspondence Log

J. ITEMS FOR NEXT MEETING

26. **September 14, 2020** – Regular meeting to begin at 5:30 p.m.

- Public Hearing regarding Code of Conduct

— President Milkowich shared that the Board is very thankful to administration for all the hard work being done to formulate our reopening plan. Thank you to teachers for attending summer professional development and learning new technology to aid our students' return to school. In addition, thank you to staff members who have volunteered to attend meetings, share ideas and assist with details of the reopening plan. She also expressed the Board's thanks to the custodial staff for the cleaning and preparation of our buildings.

K. PROPOSED EXECUTIVE SESSION

27. **A motion is requested to enter executive session** for discussion of the employment history of a particular individual.

Motion for approval by Jamie Lee, seconded by Natalie Hurley, with motion approved 7-0. Time entered: 6:52 p.m.

L. RETURN TO OPEN SESSION

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

Motion for approval by Daniel Dupee, seconded by Tiffany Orcesi, with motion approved 7-0. Time: 7:28 p.m.

M. MOTION FOR ADJOURNMENT

29. **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: 7:31 p.m.

— There was a **Board Retreat** immediately following the regular meeting. George R. Shaffer III, Esq., Director of the Office of Employer/Employee Relations of Jefferson-Lewis BOCES provided guidance to the Board on Improving Communications and Board Roles and Responsibilities.

Respectfully submitted:

Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated August 10, 2020