

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

REGULAR MEETING

February 10, 2020 – 5:30 p.m.

Brownville Glen Park Elementary School - Cafeteria

Preliminary

AGENDA

REGULAR MEETING – 5:30 P.M.

Call to Order – Pledge of Allegiance

A. PRESENTATIONS

- Classroom presentations by Sherri Nichols, Laurie Comins, Paula Ahlheim, Lisa Sampson, Wendy Johnson

B. APPROVAL OF AGENDA

C. PUBLIC COMMENT REQUESTS –

D. CONSENT AGENDA

1. Approval of Minutes as listed:
  - January 6, 2020 – Regular Meeting
2. Approval of Building and Grounds Requests as listed:
  - DEX cafeteria – March 2 & March 4, 2020 from 6:00 p.m. to 8:00 p.m. – Dexter Citizens' Committee – Dexter Baseball/ Softball Sign-ups
  - DEX baseball/softball fields – Monday-Saturday April 16, 2020 through July 31, 2020 from 5:30 p.m. to 9:00 p.m. weekdays and 10:00 a.m. to 4:00 p.m. Saturdays
  - JSHS baseball field – Monday-Saturday May 25, 2020 through August 14, 2020 from 5:30 p.m. to 9:00 p.m. weekdays and 10:00 a.m. to 4:00 p.m. Saturdays – Dexter Citizens' Committee for 2020 Babe Ruth Baseball Season
3. Approval of Conferences and Workshops as listed:
  - Jason Valentin – Basic Bus Driver Course – JLBOCES – February 18-21, 2020
  - Barbara J. Case – Ferrara Fiorenza School Law Briefing – Ramada Inn, Watertown – February 26, 2020
  - Barbara J. Case – Rural Schools Association of NYS Board of Directors Meeting w/expenses – Latham, NY – April 24, 2020
  - Kristi Bice – nVision User Group Meeting – JLBOCES – May 29, 2020
  - Rebecca Flath – nVision User Group Meeting – JLBOCES – May 29, 2020
4. Approval of Conferences and Workshops as per *My Learning Plan Report*
5. Approval of Financial Reports / Warrants for December 2019

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
3. Staff Member Presentations – as above

**Items for Board Information**

4. Board Information – Members of the Jefferson-Hamilton-Herkimer-Oneida Board of Cooperative Education Services (BOCES) whose terms will expire are listed below. Deadline for receipt of nominations is Wednesday, March 23, 2020.
  - Alice M. Draper – Belleville Henderson Central School District – Term expires 6/30/2020
  - Jennifer L. Jones – Beaver River Central School District – Term expires 4/2020 (appointed)
  - Barbara A. Lofink – Carthage Central School District – Term expires 6/30/2020
  - Grace H. Rice – South Lewis Central School District – Term expires 6/30/2020
5. Board Information – Jefferson-Lewis BOCES Component School District Boards of Education and Trustees will **vote on the Election and Proposed 2020-2021 BOCES Administrative Budget on Tuesday, April 21, 2020**. A special Board of Education meeting for the purpose of the vote/election will be required on that date. Time \_\_\_\_\_ Location \_\_\_\_\_

6. Board Information – 1<sup>st</sup> Quarter Data for review
7. Board Information – Invitation to Jefferson-Lewis School Boards Association’s Legislative Breakfast – March 6, 2020 – Please RSVP by February 28<sup>th</sup>.

**Items for Board Discussion / Action**

8. Board Action – Policy Review
  - 2<sup>nd</sup> Reading/Adoption – (New) **Policy #7470 – STUDENT REGISTRATION AND PRE-REGISTRATION TO VOTE**
9. Board Action – **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education takes action to approve the following: **Because six months or more have passed without challenge to the most recent election and budget vote, held May 21, 2019, that the ballot box be opened and the ballots contained therein, together with any unused ballots be destroyed.**
10. Board Action – Approval of Biennial Review: **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **Biennial Review of the Plan for Commissioner’s Regulations Part 100.11 School Based Planning and Shared Decision Making**
11. 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**:
  - Melissa Nabinger (11/18/2019)
12. Board Action – Approval of the **2019-2020 Department Chairs** as listed:

Department	Chair
English	Michelle Lamon
Social Studies	Brian Nortz
Math	Susan Menapace
Science	William Covey

13. Board Action – Approval of donations totaling \$300 for our FIRST®Tech Challenge Robotics Team
14. Board Action – Approval for **Family and Consumer Sciences / FCCLA students to attend overnight Leadership Conference and competition** from March 31, 2020 to April 2, 2020 at the Villa Roma Resort and Conference Center, Calicoun, NY.
15. Board Action - Approval of **Committee on Special Education Reports**

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

16. Board Action Personnel changes as listed:

(A) Retirements:

Name	Position	Effective Date

(B) Resignations:

Name	Position	Effective Date
Richard Butler	4-Hour Aide	01/17/2020
Paul R. Locy, Sr.	Bus Driver	02/10/2020
Alexander J. Finley	Elementary Teacher	08/31/2020

(C) Appointments:

Name	Position	Annual Salary / Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
<b>Bruce Matthews</b>	Substitute Bus Driver	\$15.14 per hour	3-year probationary appointment in the tenure area of Art	<b>Emergency appt. 01/16/2020</b>
<b>Zachary F. Barker</b>	Substitute Teacher/Substitute Aide	\$85 per day / \$11.91 per hour		<b>Emergency appt. 01/28/2020</b>
<b>Alicia L. Hewitt</b>	Substitute Teacher Aide	\$11.91 per hour		<b>02/11/2020</b>
<b>Cindy L. Parker</b>	Substitute Teacher Aide	\$11.91 per hour		<b>02/11/2020</b>
<b>Aaron H. Joyner</b>	Substitute Bus Driver	\$15.14 per hour		<b>02/11/2020</b>
<b>Alexander J. Finley</b>	Art Teacher	\$61,695 annually-Step 14 (MB+39)		<b>09/01/2020</b>

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

17. 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:

- **Alicia L. Hewitt** – Substitute Teacher Aide
- **Cindy L. Parker** – Substitute Teacher Aide

**H. SUPERINTENDENTS’ REPORTS**

- 18. Assistant Superintendent - Mrs. Smith
- 19. Superintendent - Mrs. Case

**I. CORRESPONDENCE & UPCOMING EVENTS**

- 20. Correspondence Log

**J. ITEMS FOR NEXT MEETING - Monday, March 9, 2020 - Regular Meeting** will begin at 5:30 p.m. in the General Brown Room

21. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**K. PROPOSED EXECUTIVE SESSION**

22. **A motion is requested to enter executive session** for discussion of matters regarding ...

**L. RETURN TO OPEN SESSION**

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

**M. MOTION FOR ADJOURNMENT**

24. **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**  
**January 6, 2020 – 5:30 p.m.**  
Dexter Elementary School - Library  
**Unapproved**  
**MINUTES**

**REGULAR MEETING**

The meeting was called to order at 5:32 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** - 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; Debra L. Bennett, District Clerk; Faculty; Students; Community Members

**A. PRESENTATIONS**

- Classroom presentations by 1<sup>st</sup> Grade Co-Teachers Krista Dupee and Lisa Tyo
- Title IX presentation by Attorney Donald E. Budmen of the Ferrara Law Firm

**B. APPROVAL OF AGENDA**

Motion for approval by Tiffany Orcesi, seconded by Kelly Milkowich, with motion approved 7-0.

**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 Kelly Milkowich, and seconded By Jamie Lee - Motion approved 7-0.

1. Approval of Minutes as listed:
  - December 9, 2019 – Regular Meeting
2. Approval of Building and Grounds Requests as listed: none
3. Approval of Conferences and Workshops as listed:
  - Ashley Lothrop – Autism Conference with Dr. Temple Grandin – The OnCenter – Syracuse, NY – November 21, 2019
4. Approval of Conferences and Workshops as per *My Learning Plan Report* January 2, 2020
5. Approval of Financial Reports / Warrants for November 2019

**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
3. Staff Member Presentations – as above

**Items for Board Information**

4. Board Information / Discussion – Policy Review
  - 1<sup>st</sup> Reading – *New (required) Policy #7470 – STUDENT REGISTRATION AND PRE-REGISTRATION TO VOTE*

**Items for Board Discussion / Action**

5. Board Action – Approval is requested to accept a donation from the Community Action Planning Council of Jefferson County's North Country Alliance for Early Childhood Education as a result of a Transition Mini-grant application in the amount of \$404.23.

Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 7-0.

- 6. Board Action - Approval of **Committee on Special Education Reports**  
Motion for approval by Jamie Lee, seconded by Daniel Dupee, with motion approved 7-0.

**F. ITEMS FOR BOARD ACTION PERSONNEL – TENURE**

- 7. Board Action - **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education of the General Brown Central School District hereby takes action to **grant tenure to CASEY RAINES** in the tenure area of **TEACHER ASSISTANT, effective February 29, 2020.**  
Motion for approval by Jamie Lee, seconded by Natalie Hurley, with motion approved 7-0.

**G. ITEMS FOR BOARD ACTION – PERSONNEL continued**

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

  - (A) Retirements: none
  - (B) Resignations:

Name	Position	Effective Date
Kendra Matthews	7-Hour Aide	01/17/2020

- (C) Appointments:

Name	Position	Annual Salary / Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Katie S. Aldrich	Substitute Teacher	\$90 per day	n/a	Emergency appt. 12/13/2019
Jessica M. Rebelo	Substitute Teacher	\$85 per day	n/a	Emergency appt. 12/18/2019
Katelyn M. Longamore	Substitute Teacher/Substitute Aide	\$85 per day/\$11.91 per hour	n/a	01/07/2020
Cody S. Hardy	Substitute Teacher/Substitute Aide	\$85 per day/\$11.91 per hour	n/a	01/07/2020

PAID Coaching Appointments:

Name	Winter 2019-2020 Sports	Coaching Certification	Effective Date
Jeffrey L. Wiley	Modified Girls Basketball	Temporary Coaching License****	01/13/2020

**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 \*\*\*\*

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

- 9. 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.
  - Jessica M. Rebelo – Substitute Teacher
  - Katelyn M. Longamore – Substitute Teacher
  - Cody S. Hardy – Substitute Teacher
  - Jeffrey L. Wiley – Coach

**I. SUPERINTENDENTS’ REPORTS**

- 10. Assistant Superintendent - Mrs. Smith shared information regarding the upcoming State of the State Address on January 20<sup>th</sup>, Capital Project work, and positive feedback from the January 3<sup>rd</sup> Professional Development Day.
- 11. Superintendent - Mrs. Case

**J. CORRESPONDENCE & UPCOMING EVENTS**

12. Correspondence Log

**K. ITEMS FOR NEXT MEETING - Monday, February 10, 2020 - Regular Meeting will begin at 5:30 p.m. at Brownville Glen Park Elem.**

13. 2<sup>nd</sup> Reading-Adoption of Policy #7470 / Co-Teaching Presentation

**L. MOTION FOR ADJOURNMENT**

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

Motion for approval by Tiffany Orcesi, seconded by Kelly Milkowich, with motion approved 7-0. Time adjourned: 7:23 p.m.

Respectfully submitted:

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Debra L. Bennett, District Clerk

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

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GENERAL COMMITMENTS

Policy is Required

STUDENT REGISTRATION AND PRE-REGISTRATION TO VOTE

I. Statement of Policy

The participation of all citizens in civic decision-making is fundamentally important to maintaining democratic government. As part of the General Brown Central School District's ("the District") civics instruction program, the Board of Education encourages all students to exercise their right to register to vote, if age 18 or over, and to pre-register to vote, if age 16 or 17.

II. Implementation of Policy

The Superintendent shall confer with administrators and secondary-level educators to determine how the promotion of voter registration and pre-registration can be supported as part of the District's civics instruction program and co-curricular activities. If the Superintendent determines that conducting actual voter registration or pre-registration can be done on school premises, during the school day or at other times (such as during extracurricular activities), the Superintendent or the Superintendent's designee may actively collaborate with the county board of election to plan and conduct such activities. However, completion or submission of voter registration or pre-registration forms shall not be made a course requirement or a factor in determining any student's grade for a course.

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General Brown Central School District  
Legal Ref: NYS Election Law §5-507(2)  
Adopted: \_\_\_\_\_

GENERAL BROWN CENTRAL SCHOOL DISTRICT  
PLAN FOR COMMISSIONER'S REGULATIONS  
PART 100.11  
SCHOOL BASED PLANNING  
AND  
SHARED DECISION MAKING



## TABLE OF CONTENTS

- I. Purpose
- II. Definitions
- III. Structure for School Based Planning and Shared Decision Making
- IV. Manner and extent of involvement of committee members
- V. Roles and responsibilities of committee members.
- VI. Relationship between the district and building EAP/Compact for Learning Committees
- VII. Committee operations
- VIII. Focus on student achievement
- IX. Regulatory issues
- X. Educational issues subject to school-based planning and shared decision making
- XI. Dispute resolution

## I. Purpose

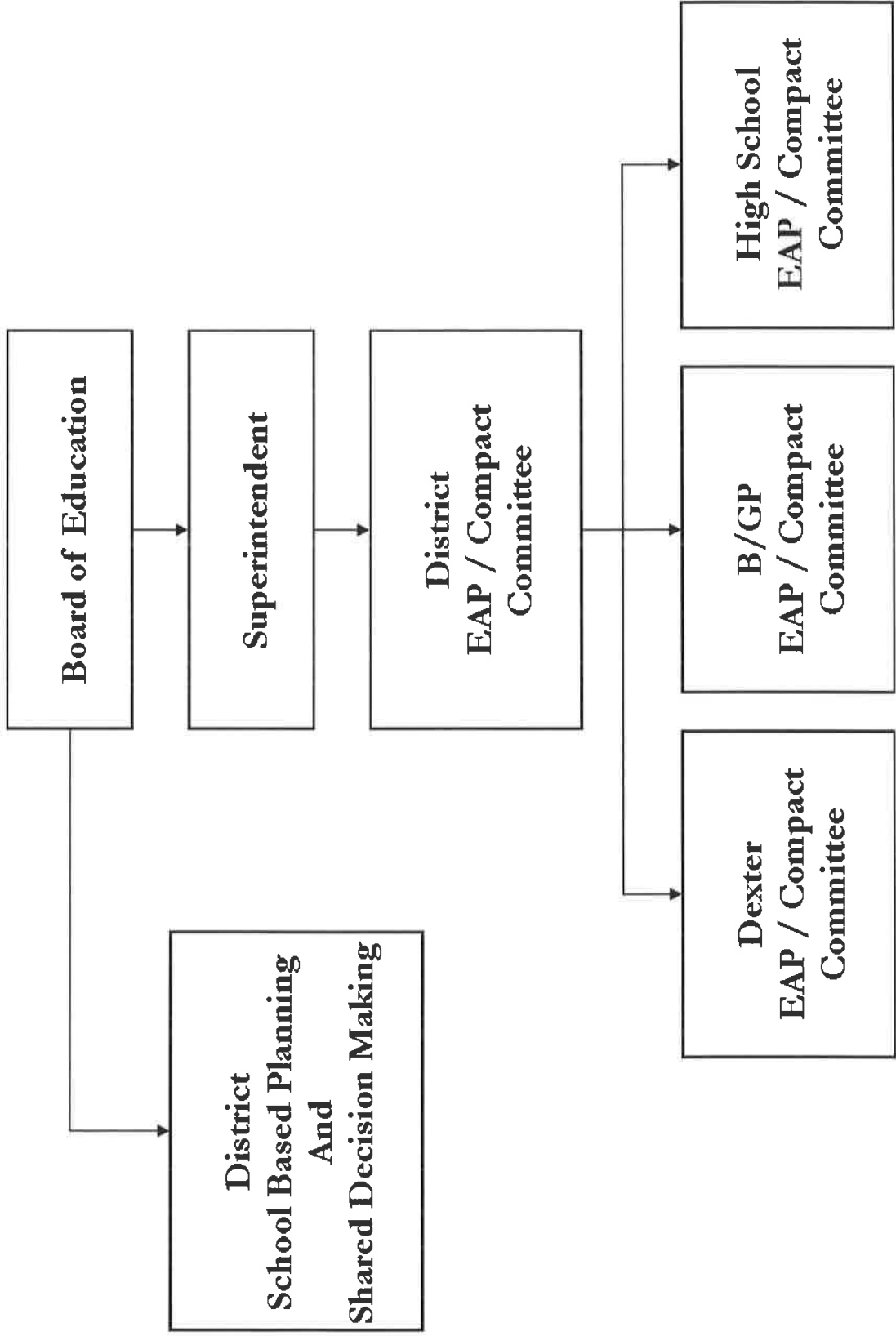
1. School-based planning and shared decision-making shall serve to promote educational excellence for ALL General Brown students.
2. School-based planning and shared decision-making shall serve to seek the input and involvement of all stake holder groups.
3. Parents shall become more actively involved in school-based planning and shared decision-making.

## II. Definitions

- Commissioner's Regulation – Regulations of the New York State Commissioner of Education have the force and effect of law.
- Commissioner's Regulation Part 100 are the policies, guidelines and procedures for the operation of elementary, middle and secondary education in New York State.
- Section 100.11 became effective May 15, 1992. Participation of parents and teachers in school-based planning and shared decision making.
  - a. Purpose. The purpose of school-based planning and shared decision-making shall be to improve the educational performance of all students in the school, regardless of such factors as socioeconomic status, race, sex, language background or disability.
- A new Compact for Learning – comprehensive plan of the Board of Regents and Commissioner of Education for improving public elementary, middle and secondary education in New York State.
- Building Excellence and Accountability (EAP) / Compact for Learning Committee – Each General Brown building will have a committee consisting of parents, teachers, instructional support staff and building administration. Committee members will be selected by their peers.
- District EAP / Compact for Learning Committee – A district committee consisting of a chairperson appointed by the Superintendent, all building administrators, seven (7) teachers (two teachers selected by their peers from each building and the President of the General Brown Teachers Association), parents from each building and instructional support staff.
- District school-based planning and shared decision-making committee – A committee of parents, teachers, Board of Education and administration working to develop the required plan for Section 100.11. It is an ad-hoc or temporary committee appointed by the Board of Education to develop the plan for section 100.11. This committee would be reconvened to review, evaluate and modify this plan at least annually.
- Selected by peers – refers to the process of stakeholder groups selecting their representatives for committees.

III.

STRUCTURE FOR SCHOOL BASED PLANNING AND SHARED DECISION MAKING



#### IV. Manner and Extent of Committee Involvement

- Each building committee will consist of representation of at least a minimum of two (2) parent members, three (3) teacher members, one (1) instructional support member (non-teaching) and administrative member(s). The exact committee membership configuration for each building will be determined by the needs of the building committee.
- The committee membership will be submitted by May 15 each year to the Superintendent of Schools.
- Parent members(s) of each building committee will be selected by the building parent organization. One high school parent will be selected by Dexter BABS and one high school parent will be selected by the Brownville/Glen Park PTO.
- Teacher member(s) will be selected by the already approved selection procedure implemented by the building.
- Non-teacher member(s) will be selected by the already approved selection procedure implemented by the building.
- Each building administrator(s) will participate as a building team member. Member terms and rotation schedule will be consistent with the existing structure for each building team.

#### V. Roles and responsibilities of committee members

##### 1. Ensure that committee efforts and plans are:

- Focused on improving student learning and success
- Consistent with the school district mission
- Directly related to the school
- Based exclusively on issues generated by and/or submitted to the school committee in a manner which identifies and explains how the issue is:
  - Directly related to a topic which has been approved as subject to shared decision making;
  - Focused on student learning and success;
  - Related to the school district mission;
  - Worthwhile of committee time and attention

##### 2. In addressing issues, committees should include in their deliberations and recommendations:

- A history of the particular issue and what has been done to date in an effort to address the issue;

- At least one recommendation for what might be done to address the issue;
  - At least one assessment strategy to evaluate the impact of recommended action on student learning and success;
  - Board policy;
  - All relevant State and Federal laws and regulation
3. Interact in a productive and encouraging manner with committee members
  4. Assess the impact of committee decisions on student learning and success
  5. Encourage communication and involvement between and among committees and stakeholder groups
  6. Establish ad-hoc sub-committees as appropriate to assist the committee
  7. Attend all committee meetings except as excused by the committee chairperson, with at least 48 hours notice of anticipated absence given to the chairperson, whenever possible
  8. Assist the committee in maintaining a focus on issues directly related to student learning and success, and/or ideas and practices which can help set conditions for improved student learning and success which are within the direct control of that school

VI. Relationship between the district and building EAP/Compact for Learning Committees

- The District EAP/Compact Committee will consist of parents, teachers and administrators from each of the building committees.
- The District Committee will work to:
  - Implement the General Brown standards of excellence
  - Promote educational excellence for ALL General Brown students
  - Coordinated activities of the building committees
  - Oversee district in-service
  - Set annual goals for itself and the building committees
- Each Building Committee will provide to the District Committee by September 1:
  - Annual goals
  - Membership

## VII. Committee Operations

### 1. Decision making will be by consensus

Consensus, in the context of shared decision making for our school improvement committees, is defined as a plan developed through shared involvement of committee members which each committee member can “live with” and which will be supported by each member of the committee.

### 2. A few hours of training for new committee members will be provided

Such training will include but not necessarily be limited to the mission and organization of our school district, shared decision making in the context of the *New Compact for Learning*, roles and responsibilities of committee members, particular information regarding the school involved and an awareness of our program improvement initiatives in recent years.

The Superintendent will arrange for training as needed.

### 3. Committee Chairperson

Each committee will have a chairperson who will be responsible for delegating or performing the following committee tasks:

- Developing agendas;
- Facilitating committee meetings;
- Recording minutes of committee attendance and decisions;
- Sending minutes and agendas to committee members and the facilitator of the District Council;
- Sharing minutes and agendas with appropriate others;
- Refreshments and room arrangements

Chairpersons will be determined by consensus of the committee and are to be selected from the group of people comprising the committee.

Chairpersons of each committee may be invited on a periodic basis to share information about committee decisions and work in process with the District Council

### 4. Committee Meeting Dates and Times

Committees are expected to meet at least four times per year with at least one meeting during each ten week “quarter” of the school calendar.

Specific dates and times are to be decided by the committee. The initial meeting date and time for any school committee will be set by the chairperson, with input of each

member of the committee, via telephone, face-to-face or written method of communication.

### XIII. Focus on Student Achievement

- It is the responsibility of each committee to maintain a focus on issues directly related to student learning and success.
- Ideas and practices which can help set conditions for improved student learning and success *which are within the direct control of that school* should be encouraged and be a focus of committee shared decision making.
- Shared decision making by committees should include discussion of student performance expectations related to:
  - Course and/or program goals
  - Standards of excellence set by the Board of Education
  - Student portfolio presentation of accomplishments
  - Regents Goals and Bill of Rights for Children
  - Community and marketplace expectations
  - Perceptions of quality work and education
  - Regional, State and/or National benchmarks
  - Collaborative efforts with:
    - parents/guardians
    - component school districts
    - higher education
    - business, industry and labor
    - other school district buildings or programs

### VIII. Regulatory Issues

#### 1. Context of Shared Decisions

It remains the responsibility of each school, with cooperation of the school district central administration, to ensure that all Federal and State laws, rules, regulations and policies, as well as all Board of Education policies, bargaining agreements, and rules are followed as required in regards to that school.

#### 2. Impact on other Buildings, Departments or Programs

Decisions from committees which impact on other schools within the district are to be forwarded to the appropriate other committee(s), administrator(s) and the facilitator of the District Council for review and discussion.

IX. Educational issues subject to school-based planning and shared decision-making

1. Instruction/curriculum
2. Student assessment
3. Student responsibility
4. Classroom management
5. Non-traditional instruction
6. Staff recruitment
7. Communication

X. Dispute Resolution

1. First level

Any committee member perceiving an inability of the committee to plan or make decisions pertaining to issues identified as subject to shared decision making is to share that concern with the committee's chairperson.

2. Second level

Any committee member perceiving the situation has not been addressed appropriately after due consideration by the committee's chairperson may present the concern to the District Council through the Council's facilitator.

3. Third level

Any committee member perceiving the situation has not been addressed appropriately after due consideration by the committee's chairperson as well as the District Council may present the concern to the Board of Education through the Superintendent of Schools.

4. Fourth level

Any committee member perceiving the situation has not been addressed appropriately after due consideration by the committee's chairperson, the District Council and the Board of Education may present the concern to the Commissioner of Education.



**EAP Minutes**  
**Monday January 6, 2019**  
**2:35pm General Brown Room**

J. Augliano, J. Bernier, J. Doldo, N. Donaldson, L. Kessler, C. LaSage, J. Nelson, L. Nohle, D. Oliver, F. Seymour, E. Sheen (ab for reconvene), J Smith, L. VanBrocklin and D. Ramie

Call to Order: at 2:34 by C. LaSage

Minutes: Minutes from December 2, 2019 accept as distributed.

Motion to accept by J. Doldo, second by L. VanBrocklin, motion carried all in favor.

Committee Reports:

**District EAP** – No meeting in December.

**PDC** – has not met

Old Business:

New Business:

- NYS recertification of shared decision making team.
  - D. Ramie brought recertification sheet that will be provided to New York State to show that there is an EAP at the High School, paperwork to NYS will show each building and a district level team.
- Dress Code (Discussion commenced with reconvene at 2:39 by C. LaSage).
  - Discussion regarding the vagueness of policy and issues that could arise.

Motion to adjourn at 2:38 by D. Oliver, second by N. Donaldson. Motion to adjourn reconvene at 2:50 by C. LaSage, second by J. Smith

Respectfully submitted, Janel Smith

Next Meeting: January 27 (Tentative)

Dexter Elementary School  
General Brown Central School  
Excellence and Accountability/New Compact for Learning

DEXTER EAP MINUTES  
JANUARY 13, 2020

ATTENDANCE: D. Ramie, K. Biedekapp, K. Keenan, A. Widrick, W. Yodice, R. Stano  
Absent: M. McIntosh

OLD BUSINESS :

1. Recycling: We are not recycling at the moment, as everything goes to the same place. We will recycle in the near future.
2. Report Cards: Report Cards are being discussed at grade level meetings. It was asked if Special Area teachers can get their grades done 2 days prior so teachers have time to print them off.
3. Door Plaques for teacher bathrooms are on the list to get changed.

NEW BUSINESS:

1. Substitute Training: It was asked if we could have substitutes trained so they know what is expected to be done by the end of the day.
2. Who can remove a student from the class?: The teacher needs to make this decision, not the aide.
3. Members signed the Biennial Review Paperwork.

\*THE NEXT MEETING WILL BE FEB. 10, 2020

RESPECTIVELY SUBMITTED,

Kelly Biedekapp

January 21, 2020

EAP MINUTES

Attendance: Joe O'Donnell, Helen Ketcham, Tricia Nortz, Ayesha Hunt, Laurie Comins, Dionne Hamilton, Sarah Majo, Ms. Hall. Mrs. Connell

What if parents don't come to Parent Conferences?

**Past practice- We have held the report card and we contact parents to reschedule the meeting. If this does not work report cards are turned over to the Main Office. We encourage the teacher to set up a phone conference with the parents. If this does not work, the Principal will make a call to the family.**

Can teachers have parents sign the report card envelopes rather than having a blue slip in the report card. The front of the envelope has a place for the first three marking periods. The thought is that it is an easy way to see the parent signatures.

EAP team was supportive of the signature on the report card envelope.

Next meeting is scheduled for – February 24, 2020

Christopher DiFulvio  
Assistant Superintendent for Instructional Support Services  
Phone: (315) 433-2627  
FAX: (315) 431-8555  
cdfulvio@ocmboces.org

**RECEIVED**

**JAN 30 2020**

GENERAL DISTRICT OFFICE

To: Barbara Case  
General Brown CSD

From: Christopher DiFulvio

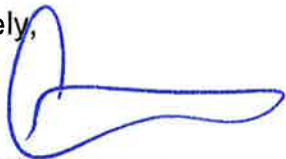
RE: Lead Evaluator Training

The 2019-2020 cohort of Lead Evaluator Training has concluded. A record of attendance of administrators (name and number of hours attended) from your district, based on the sign in sheets, is attached. Participation in First Year Lead Evaluator Training provides training (with attention to inter-rater agreement and reliability) as specified in regulation and in your Review Room attestations.

Please recall that the Local Governing Agency is the source of actual Lead and/or Principal Evaluator certification. The OCM BOCES Network Team has provided the appropriate training in the APPR system and the components. It is up to the Local Governing Agency to actually certify individuals as Lead and/or Principal Evaluators.

If you have any questions about Evaluator Training, please don't hesitate to contact me.

Sincerely,



Christopher DiFulvio  
Assistant Superintendent for Instructional Support Services

*Completed 11/19/19*

Activity Title	LastName	FirstName	DistrictName	Hours Attended	var. Name
Lead Evaluator Training - Continuing Education (morning Syracuse)	Nabinger	Melissa	General Brown Central School	6	District Professional Development Hours