

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

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

**REGULAR MEETING**

**June 15, 2020 – 5:30 p.m.**

**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 5:30 p.m. by Vice President Natalie Hurley, followed by the Pledge of Allegiance.

**MEMBERS PRESENT** – Natalie Hurley, Vice President; Tiffany Orcesi; Jamie Lee; Kelly Milkowich

**MEMBERS PRESENT VIA WEBEX** – Daniel Dupee II; Albert Romano, Jr.

**MEMBER ABSENT** – Sandra Young Klindt, President

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

**A. APPROVAL OF AGENDA**

Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

**B. ANTICIPATED EXECUTIVE SESSION**

1. **A motion is requested to enter an executive session** for discussion regarding one specific legal matter.

Motion for approval by Kelly Milkowich, seconded by Tiffany Orcesi, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0. Time: 5:32 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 Kelly Milkowich, seconded by Tiffany Orcesi, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0. Time: 6:46 p.m.

**C. BOARD ACTION following Executive Session**

1. Board Action –

**RESOLUTION (Stage 3 – Grievance/GBTA No. 2019-20-4)**

**WHEREAS**, the General Brown Teachers' Association, on behalf of Janelle Ferris, filed a Stage 1 grievance No. 2019-20-4, dated December 5, 2019, regarding alleged violations of Articles I – Recognition; IV – Grievance Procedures (4.10); V – Discipline and Dismissal; VI – Evaluation Procedures and Personnel Files; XV – Coaching Assignments; XVI – Additional Pay for Additional Duties; and Appendix A – Evaluation Procedures; and

**WHEREAS**, the Building Principal denied the Stage 1 grievance; and

**WHEREAS**, on January 3, 2020, the GBTA filed a Stage 2 grievance; and

**WHEREAS**, on January 24, 2020, the Superintendent and the GBTA participated in a Stage 2 hearing, at which minutes were kept; and

**WHEREAS**, on February 6, 2020, the Superintendent denied the Stage 2 grievance; and

**WHEREAS**, on March 4, 2020, the GBTA filed a Stage 3 grievance; and

**WHEREAS**, the Board conducted a Stage 3 hearing at its regularly scheduled meeting on March 9, 2020; and

**WHEREAS**, after review of the record for grievance No. 2019-20-4 and the presentation by the GBTA at Stage 3, and upon deliberation, the Board resolves as follows:

- a) **THEREFORE, BE IT RESOLVED** that the Board of Education of the General Brown Central School District upholds the decision of Superintendent Barbara J. Case, and denies the grievance.
- b) The District Clerk is directed to provide the GBTA with a certified copy of this Resolution, which shall serve as the required written notice for the Association of the Board's decision.

Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with approval by roll call: Daniel Dupee II voting no and Albert Romano, Jr. voting yes. Motion approved 5-1.

CERTIFICATION

State of New York )  
County of Jefferson )

I, Debra L. Bennett, School District Clerk of the General Brown Central School District, Jefferson County, New York, DO HEREBY CERTIFY:

That I have compared the foregoing resolution of the Board of Education of the General Brown Central School District, adopted on the 15<sup>th</sup> day of June 2020, with the original thereof, and the same is a true and correct copy of said original and the whole of said original so far as the same relates to the subject matters therein referred to, and that all members of the Board of Education of said School District had due notice of said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the General Brown Central School District on this \_\_\_\_ day of June, 2020.

\_\_\_\_\_  
Debra L. Bennett, District Clerk

\_\_\_\_\_  
OFFICIAL SEAL

**D. AUDIT COMMITTEE MEETING** (See Audit Meeting agenda)

**Following adjournment of the Audit Committee Meeting:**

- 1. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **Internal Claims Auditor Report** as provided by Mr. Alvin Hasner, Internal Claims Auditor.  
Motion for approval by Kelly Milkowich, seconded by Albert Romano, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

**E. PRESENTATION**

The scheduled presentation was postponed until July 1<sup>st</sup> due to the absence of President Klindt.

**F. PUBLIC COMMENT REQUESTS** - None at this time.

**G. CONSENT AGENDA**

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Tiffany Orcesi, seconded by Daniel Dupee, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

- 1. Approval of Minutes as listed:
  - May 11, 2020 – Regular Meeting
  - June 1, 2020 – Special Meeting / Budget Hearing-Annual Meeting
- 2. Approval of Building and Grounds Requests
  - JSHS Auditorium/GB Room/Music Room – March 4, 2021 from 5:00 to 9:00 p.m. (with March 8, 2021 as snow date) – Jefferson-Lewis BOCES for Scripps Regional Spelling Bee
- 3. Approval of Conferences and Workshops
  - Barbara J. Case – NYSSBA 2020 Summer Law Conference (virtual)
  - Kelly Milkowich – NYSSBA 2020 Summer Law Conference (virtual)
- 4. Approval of Conferences and Workshops as per *My Learning Plan Report* – None
- 5. Approval of Financial Reports / Warrants for April 2020

H. **REGULAR AGENDA**

**Other Discussion and Action Items:**

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

1. Comments / Information and updates from Board Members – Vice President Hurley reported out on her NYSSBA meeting with Interim Commissioner Tahoe. State-wide concerns for reopening were expressed regarding transportation/fiscal impacts/time-frame/CDC recommendations.
2. Staff Member Reports
3. Staff Member Presentations – Laurie Nohle reported remotely regarding the General Brown Hockey Season for 2020-2021

**Items for Board Information**

4. Board Information – One summer worker has been hired to assist with lawn mowing

**Items for Board Discussion / Action**

5. Board Action – Policy
  - 2<sup>nd</sup> Reading / Adoption – **Policy #5672 Information Security Breach Policy** (Required)
  - 2<sup>nd</sup> Reading / Adoption – **Policy #7240 Education Records** (Required and Replacing 7240; 7242; 7243)
  - 2<sup>nd</sup> Reading / Adoption– **Policy #7317 Protection of Student, Teacher, and Principal Personal Information (Data Security and Privacy)** (Required)

Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.
6. Board Action – **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to **authorize the use of the EBLAR reserve in the amount of \$19,000, and the inter-fund transfer of \$10,000 from debt service.**  
Motion for approval by Kelly Milkowich, seconded by Albert Romano, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.
7. Board Action – Approval of a \$650 donation from Nancy and Peter Hardwick in support of the District’s backpack program.  
Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.
8. Board Action – Approval of New York State School Boards Association membership for the period July 1, 2020 to June 30, 2021 in the amount of \$7,778. (amount unchanged from current year)  
Motion for approval by Kelly Milkowich, seconded by Albert Romano, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.
9. Board Action – Approval is requested for the General Brown Central School District to combine with the Immaculate Heart Central School District, as host, to compete in the sport of Boys’ Hockey at the Varsity level for the 2020-2021 school year pending approval of NYSPHSAA Section III.  
Motion for approval by Tiffany Orcesi, seconded by Kelly Milkowich, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.
10. Board Action - Adoption of the following **Resolution for Lead Evaluator of Principals:**  
**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 **Lead Evaluator of Principals**, therefore, **BE IT RESOLVED, that upon recommendation of the Superintendent of Schools, the following be certified as Lead Evaluator of Principals:**
  - Barbara J. Case (4/30/2020)
  - Lisa K. Smith (4/30/2020)

Motion for approval by Kelly Milkowich, seconded by Tiffany Orcesi, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.
11. Board Action – **Appointment of Data Protection Officer - 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 **Michael Parobeck as Data Protection Officer.**

Motion for approval by Jamie Lee, seconded by Albert Romano, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

12. Board Action – **Approval of Election Inspectors/Chairperson** for the Annual Proposed Budget Vote and Board of Education Election to be held via absentee ballot as follows:

- Inspectors: Jefferson County Board of Elections Inspector, Jean LaSage; Rebecca Flath; Kristi Bice; Lisa Leubner; Deanna Oliver; and Donna Keefer serving as Chief Inspector
- Lisa K. Smith will serve as Chairperson for the Annual Meeting / Budget Vote / Election

Motion for approval by Kelly Milkowich, seconded by Tiffany Orcesi, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

13. Board Action – **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the following resolution regarding coaching stipends:

**WHEREAS**, the General Brown Central School District (the “District”) and the General Brown Teachers’ Association (the “Association”) are parties to a collective bargaining agreement for the period July 1, 2019 through June 30, 2023 (the “CBA”); and

**WHEREAS**, Article XVI of the CBA sets forth the manner in which athletic coaches will be compensated, based on a level system; and

**WHEREAS**, in order to ensure equity amongst athletic program offerings, and in light of the expectations for coaches of certain athletic programs, the District and the Association wish to modify the level and associated stipend for two specific coaching positions.

**NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

1) Commencing with the 2019-2020 school year, Varsity Tennis and Varsity Winter Cheerleading shall be deemed “L1” positions, compensated per the stipend indicated in Article XVI, Section 16.1 of the collective bargaining agreement.

2) To the extent necessary, retroactive payment shall be issued to the Varsity Tennis and Varsity Winter Cheerleading coaches for the 2019-2020 school year to address any discrepancy in stipend previously paid as an “L2” position.

Motion for approval by Kelly Milkowich, seconded by Jamie Lee, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

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

Motion for approval by Albert Romano, seconded by Kelly Milkowich, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

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

15. 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 Mary M. Bucher in the tenure area of Elementary Education, effective September 1, 2020.**

Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

16. 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 Dustin R. Newvine in the tenure area of Science, effective September 1, 2020.**

Motion for approval by Albert Romano, seconded by Kelly Milkowich, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

17. 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 Amy L. Smith in the tenure area of Teacher Assistant, effective September 1, 2020.**

Motion for approval by Kelly Milkowich, seconded by Daniel Dupee, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

18. 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 Jose' Bernier in the tenure area of Language, effective September 1, 2020.**

Motion for approval by Tiffany Orcesi, seconded by Albert Romano, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

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

19. Board Action - **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, approval is requested for the **Management/Confidential salary increases for the 2020-2021 school year**, in an amount *not* to exceed \$27,000 to be distributed by the Superintendent of Schools to eligible employees.

Motion for approval by Jamie Lee, seconded by Kelly Milkowich, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0.

20. Retirements: None  
21. Resignations: None  
22. Appointments: None

**K. SUPERINTENDENTS' REPORTS**

23. Assistant Superintendent - Mrs. Smith spoke of a re-vote date if necessary. It cannot happen before July 9 if necessary.  
24. Superintendent - Mrs. Case spoke of submitting a re-opening plan to NYS; availability of Chromebooks to families without devices; Google classrooms; ED Law 2-D survey to teachers; challenges to true online learning.

**L. CORRESPONDENCE & UPCOMING EVENTS**

25. Correspondence Log

**M. ITEMS FOR NEXT MEETING**

26. **June 16, 2020 – Annual Budget Vote/Election**  
27. **July 1, 2020 – Organizational Meeting** – The Board will meet at 7:00 a.m. in the auditorium of the Jr.-Sr. High School  
28. **July 1, 2020 – Regular Meeting** – Presentation of NYSSBA award to President Klindt

**N. ANTICIPATED EXECUTIVE SESSION**

29. **A motion is requested to enter an executive session** for discussion regarding the performance history of one particular individual.

Motion for approval by Jamie Lee, seconded by Albert Romano, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0. Time: 7:46 p.m.

— Mrs. Bennett was excused from the meeting. The following motions were provided by Vice President Hurley.

**RETURN TO OPEN SESSION**

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

Motion for approval by Kelly Milkowich, seconded by Jamie Lee, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0. Time: 8:33 p.m.

**O. MOTION FOR ADJOURNMENT**

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

Motion for approval by Kelly Milkowich, seconded by Tiffany Orcesi, with approval by roll call: Daniel Dupee II voting yes and Albert Romano, Jr. voting yes. Motion approved 6-0. Time adjourned: 8:37 p.m.

Respectfully submitted:

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Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated June 15, 2020