

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

**REGULAR MEETING**  
**November 9, 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 5:31 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

**WEBEX PARTICIPANTS** – Gary Grimm, Operations Manager/Transportation Supervisor; Melissa Nabinger, Principal Brownville Glen Park Elementary; Nicole Donaldson, Principal Jr.-Sr. High School; Laurie Nohle, Assistant Principal Jr.-Sr. High School; David Ramie, Principal Dexter Elementary; Michael Parobeck, Network Administrator

**A. APPROVAL OF AGENDA**

Motion for approval by Tiffany Orcesi, seconded by Scott Lytle, with motion approved 7-0.

**B. PRESENTATIONS** – 2020 Annual Fire Inspection Report (virtual) – Mr. Gary Grimm provided a summary of the annual fire inspection report.

**C. PUBLIC COMMENT REQUESTS** – No requests

**D. CONSENT AGENDA**

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Jamie Lee, and seconded by Sandra Young Klindt, with motion approved 7-0.

1. Approval of Minutes as listed:
  - October 5, 2020 – Regular Meeting
2. Approval of Building and Grounds Requests – none
3. Approval of Conferences and Workshops
  - Tricia Nortz – The 4<sup>th</sup> Annual Reading League Conference (virtual) – October 27, 2020
  - Barbara J. Case – JLSBA Workshop (virtual) - *Opening of School 2020: Successes, Challenges, & Experiences* – October 28, 2020
  - Lisa K. Smith – JLSBA Workshop (virtual) - *Opening of School 2020: Successes, Challenges, & Experiences* – October 28, 2020
  - Kelly Milkowich – JLSBA Workshop (virtual) - *Opening of School 2020: Successes, Challenges, & Experiences* – October 28, 2020
  - Natalie Hurley – JLSBA Workshop (virtual) - *Opening of School 2020: Successes, Challenges, & Experiences* – October 28, 2020
  - Barbara J. Case – Women’s Initiative Fall 2020 Series (virtual) – November 5 & 17, 2020 and December 1 & 10, 2020
  - Lisa K. Smith – Women’s Initiative Fall 2020 Series (virtual) – November 5 & 17, 2020 and December 1 & 10, 2020
  - Barbara J. Case - MASLA Title IX Training & Roundtable (virtual) – November 16, 2020
  - Laurie Nohle – MASLA Title IX Training & Roundtable (virtual) – November 16, 2020
  - Gary Grimm - MASLA Title IX Training & Roundtable (virtual) – November 16, 2020
  - David Ramie - MASLA Title IX Training & Roundtable (virtual) – November 16, 2020
  - Barbara J. Case – ASBO 2020 School Business Management Workshop (virtual) – November 18-20, 2020
  - Lisa K. Smith - ASBO 2020 School Business Management Workshop (virtual) – November 18-20, 2020
  - Barbara J. Case – All In! Including Students with Down Syndrome in PK-12 Schools (virtual) – November 19, 2020
  - Lisa K. Smith – All In! Including Students with Down Syndrome in PK-12 Schools (virtual) – November 19, 2020
  - Barbara J. Case – Ferrara Fiorenza Legal Update: Looking Forward to a Post-COVID 19 School Environment (virtual) – December 8, 2020
  - Barbara J. Case – Syracuse University Study Council 2020-2021: Supporting & Supervising Instruction During Remote Learning (virtual) – January 27, 2021
4. Approval of Conferences and Workshops as per *My Learning Plan* report

5. Approval of Financial Reports / Warrants – September 2020

**E. REGULAR AGENDA**

**Other Discussion and Action Items:**

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

1. Comments / Information / Updates from Board Members:

Vice President Klindt shared information from the Jefferson Lewis BOCES professional development team. General Brown teachers have been leading schools in the region with regard to professional development. She also thanked Lindsay Labiendo for participating in a presentation at BOCES. Mrs. Case added that Ms. Labiendo has also been assisting teachers at Dexter Elementary with technology.

Both President Milkowich and Vice President Klindt shared information from the virtual NYSSBA Annual Convention. They will share their notes when available. There was also discussion regarding the possibility of showcasing student art work on our social media page when possible.

2. Staff Member Reports

3. Staff Member Presentations – none

**Items for Board Discussion / Action**

4. Board Discussion / Action – Approval is requested for the adoption of the ***Long Range Financial Plan and Fund Balance Management for 2020-2021***.

Motion for approval by Natalie Hurley, seconded by Sandra Young Klindt, with motion approved 7-0.

5. Board Action – Approval of the ***2020 Annual Fire Inspection Report*** as presented by Mr. Gary Grimm

Motion for approval by Daniel Dupee, seconded by Scott Lytle, with motion approved 7-0.

6. Board Action – Approval for a ***donation of art supplies for Mrs. Vodicka's classroom from DonersChoose.org*** a nonprofit organization that helps public school teachers obtain resources for their classrooms.

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

7. Board Action – Approval for a ***donation of 150 youth face masks from Fidelis Care, Gouverneur, NY***

Motion for approval by Sandra Young Klindt, seconded by Scott Lytle, with motion approved 7-0.

8. Board Action – Approval is requested for the ***2020-2021 Substitute Instructional / Non-Instructional Personnel Item #11-D***, as continued from the Organizational meeting held July 1, 2020:

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

- Jeffrey Reynolds – Substitute Teacher

9. Board Action – Approval of ***Final School Tax Collector Report and Warrant***

Motion for approval by Scott Lytle, seconded by Daniel Dupee, with motion approved 7-0.

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

Motion for approval by Tiffany Orcesi, seconded by Scott Lytle, with motion approved 7-0.

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

A motion for approval of the following PERSONNEL CHANGES, with *effective dates* as listed is made by Natalie Hurley, seconded by Jamie Lee, with motion approved 7-0.

11. Board Action – Approval of title change for **Donna Keefer** from Tax Collector/Aide to Tax Collector/Typist, effective November 10, 2020 with no change to salary.

12. Board Action – Approval of stipend payment, effective November 2, 2020, in the amount of \$250/week for **Missie Nabinger** for the remainder of the school year for additional duties associated with the Director of Student Services position.

13. Board Action – Retirements:

Name	Position	Effective Date
Renee Stano	Teacher Aide	11/09/2020

14. Board Action – Resignations: none

15. Board Action – Appointments:

Name	Position	Salary or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Kraig Weaver	Substitute Teacher / Substitute Aide	\$90 per day / \$12.20 per hour	n/a	11/10/2020
Cheyenne N. Hutchinson	Substitute Teacher / Substitute Aide	\$95 per day / \$12.50 per hour	n/a	11/10/2020
Brittany N. Koelmel	Substitute Teacher	\$95 per day	n/a	11/10/2020
David L. Pennock	Cleaner	\$12.50 per hour	n/a	11/23/2020
Alec J. Erdner	Cleaner	\$12.50 per hour	n/a	12/01/2020

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

16. 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:

- **Kraig Weaver** – Substitute Teacher
- **Cheyenne N. Hutchinson** – Substitute Teacher
- **Brittany N. Koelmel** – Substitute Teacher
- **David L. Pennock** – Cleaner
- **Alec J. Erdner** – Cleaner

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

**H. SUPERINTENDENTS’ REPORTS**

17. Assistant Superintendent – Lisa K. Smith

Smith shared that the District has applied for the Summer Food Service Program, which has recently become available, and provides for a larger federal reimbursement.

Mrs. Smith also talked about our Per Pupil Expenditure for 2020-2021 and how it is calculated.

Mrs. Smith also reported that the Shared Work Program through the Department of Labor is going well.

Both Mrs. Smith and Mrs. Case reported that an additional 200 Chromebooks remain on backorder. These will be distributed to families and teachers who are currently experiencing shortages.

18. Superintendent – Barbara J. Case

Mrs. Case noted that we have received notice through NYSED that January Regents Exams have been canceled. Mrs. Case also shared that there may be a reduction in our transportation aid from the March 2020 school closure to June 2021. The State Education Department is working with Governor Cuomo to mitigate the loss of aid. Also organizations such as NYSSBA, Rural Schools, and NYSCOSS are advocating on schools’ behalf.

**I. CORRESPONDENCE & UPCOMING EVENTS**

19. Correspondence Log

**J. ITEMS FOR NEXT MEETING**

20. **December 7, 2020** – Regular meeting to begin at 5:30 p.m.

- Grade cohort comparison from 2019 to 2020 will be reported

— Before adjourning to executive session, President Milkowich, on behalf of the Board of Education, welcomed Mrs. Nabinger as the new Brownville Glen Park Elementary Principal. She also thanked the Administration, Teachers, and Staff Members for the work they continue to do to keep school open, children learning, and keeping the facilities clean and safe.

**K. PROPOSED EXECUTIVE SESSION**

21. **A motion is requested to enter executive session** for discussion of the performance history of a particular individual. Motion for approval by Tiffany Orcesi, seconded by Scott Lytle, with motion approved 7-0. Time entered: 6:21 p.m.

**RETURN TO OPEN SESSION**

22. **A motion is requested to adjourn the executive session** and reconvene the regular meeting. Motion for approval by Scott Lytle, seconded by Jamie Lee, with motion approved 7-0. Time adjourned: 7:03 p.m.

**MOTION FOR ADJOURNMENT**

23. **There being no further business or discussion**, a motion is requested adjourn the regular meeting. Motion for approval by Tiffany Orcesi, seconded by Scott Lytle, with motion approved 7-0. Time adjourned: 7:06 p.m.

Respectfully submitted:

---

Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated November 9, 2020