

GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

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

REGULAR MEETING

October 5, 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 5:30 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, 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; Michael Parobeck, Network Administrator; Laurie Podvin and Lyndi Hill of Bowers & Company CPAs PLLC

A. APPROVAL OF AGENDA

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

B. PUBLIC HEARING – *District-Wide Safety Plan* – The plan has been posted publicly on the District's website for a period of 30 days with the opportunity to provide feedback and comments. There have been no comments.

C. AUDIT COMMITTEE MEETING – See Audit Committee 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 ***Independent Auditors' Report for 2019-2020***, as presented by Lyndi Hill of Bowers & Company CPAs PLLC.
Motion for approval by Scott Lytle, seconded by Daniel Dupee, with motion approved 7-0.

D. PRESENTATIONS – none

E. PUBLIC COMMENT REQUESTS – none

F. CONSENT AGENDA

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

1. Approval of Minutes as listed:
 - September 14, 2020 – Regular Meeting
2. Approval of Building and Grounds Requests - none
3. Approval of Conferences and Workshops:
 - Barbara J. Case – NYSSBA Leadership Development Webinar – Equity and Inclusivity: Answering the Call to Action (virtual) – October 7, 2020
 - Kelly Milkowich – NYSSBA 2020 Annual Education Convention – Sharing a Vision for Education (virtual) – October 20-22 and October 27-20, 2020
4. Approval of Conferences and Workshops as per *My Learning Plan* report
5. Approval of Financial Reports / Warrants for August 2020

G. 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 and Vice President Klindt shared information regarding a virtual Board Officers Training provided by NYSSBA. Dr. Klindt noted that a unity of purpose to provide the best education for our students should be the common focus. She also offered ideas related to Board goals, events, continuing education for Board members, and possible self-evaluation

consideration. President Milkowich shared that the advisors did a great job with the virtual ceremony for induction of members to the National Honor Society.

2. Staff Member Reports
3. End of Year Report – Jr.-Sr. High School
4. Staff Member Presentations – none

Items for Board Information / Discussion

5. Board Information – NYSSBA will host a complimentary **Leadership Development Webinar “Equity and Inclusivity: Answering the Call to Action”** on Wednesday, October 7, 2020 from noon to 1:30 p.m.
6. Board Information – The Jefferson-Lewis School Boards Association will be holding a Virtual Workshop on Wednesday, October 28, 2020 beginning at 5:00 p.m. The topic is to be determined.
7. Board Information - “Friendship payment in lieu of taxes” for 2020 has been received from Brown Park Housing Corporation in the amount of \$400.

Items for Board Discussion / Action

8. Board Information / Discussion / Action – Following discussion and review of last year’s goals, and with changes as noted, the Board of Education took action to approve the **Board of Education Goals** for the 2020-2021 school year. The new goals will be posted to the District website.
Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 7-0.
9. Board Discussion / Action – Nomination of **Voting Delegate for the 2020 NYSSBA Annual Business Meeting** to be held virtually on Saturday, October 31, 2020 beginning at 8:30 a.m. With this year’s meeting being conducted virtually, and in order to preserve a secure and verified voting system, use of alternate delegates will not be permitted.
Motion for nomination of Kelly Milkowich as Delegate by Sandra Young Klindt, seconded by Tiffany Orcesi, with motion approved 7-0.
10. Board Action – Approval is requested for the following resolution:
BE IT RESOLVED that the General Brown Central School District Board of Education takes action to **amend the title of the previously designated “Compliance Coordinator” to “Title IX Coordinator”**, as per US Department of Education regulation and implementation of Part 106 of the Title IX Education Amendments of 1975; **and Lisa K. Smith, “Compliance Coordinator”, is hereby designated and authorized to act as the District’s “Title IX Coordinator”, effective immediately.**
Motion for approval by Jamie Lee, seconded by Natalie Hurley, with motion approved 7-0.
11. Board Action – Approval is requested for the adoption of the **District-Wide Safety Plan** for the 2020-2021 school year following a public hearing. The plan was posted publicly on the District website with opportunity to provide feedback and comments.
Motion for approval by Scott Lytle, seconded by Tiffany Orcesi, with motion approved 7-0.
12. Board Action – Approval is requested for the adoption of the **Code of Conduct** for the 2020-2021 school year following a public hearing held on September 14, 2020. The code of conduct was posted publicly on the District website with opportunity to provide feedback and comments.
Motion for approval by Scott Lytle, seconded by Sandra Klindt, with motion approved 7-0.
13. Board Action – Approval is requested to accept the **donation of a trombone by Mrs. Kristina Wheeler.**
Motion for approval by Jamie Lee, seconded by Natalie Hurley, with motion approved 7-0.
14. Board Action – 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 Sandra Klindt, seconded by Tiffany Orcesi, with motion approved 7-0.

Substitute Teachers	Substitute Aides	Substitute Cleaners
Hailey Pooler	Stacy Latham	Francis Parker

Jeralee Jobson	Dawn Comins	
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15. Board Action – Approval of **School Tax Collector Report**
 Motion for approval by Natalie Hurley, seconded by Scott Lytle, with motion approved 7-0.

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

H. ITEMS FOR BOARD ACTION – PERSONNEL

17. Board Action – Personnel changes as listed:

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

(A) Retirements: none

(B) Resignations:

Name	Position	Effective Date
Billie St. Joseph	Bus Driver	09/18/2020
Kathy Smith	Cleaner	10/07/2020
Christopher Snider	Cleaner	10/13/2020
Joseph R. O'Donnell	School District Administrator	11/01/2020

(C) Appointments:

Name	Position	Salary or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Maria Castillo-Brandle	Bus Driver	\$15.32 per hour	n/a	10/06/2020
Joseph R. O'Donnell	Social Studies Teacher	\$80,145 annually-Step 29 (M+30)	3-year probationary tenure period in the area of Social Studies 7-12	11/02/2020

I. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE – none

J. SUPERINTENDENTS' REPORTS

18. Assistant Superintendent – Lisa K. Smith

- Mrs. Smith spoke about extending the plan to eliminate the negative fund balance in the food service program due to reduced participation in the lunch program. Breakfasts and lunches are available without cost to all students, and she hopes more families will take advantage of this. Greater participation will result in a savings to families' food budgets, as well as increasing reimbursement for our school lunch program.
- Also, the cell tower is almost fully erected; and it's ahead of schedule.
- Mrs. Smith also informed the Board that the District was approved for a Shared Work Program. This would allow non-instructional workers' hours to be reduced by 20%, (Wednesdays), without the loss of benefits. The employee could then recoup lost wages through unemployment benefits. The School Related Professionals bargaining unit will be discussing and voting on their decision to participate in this program later this week. This program would enable the District to reduce or eliminate lay-offs at the present time.

19. Superintendent – Barbara J. Case

- Mrs. Case also spoke regarding the meal program.
- The Counseling Office was highlighted by Mrs. Case, especially Ms. Miner for their combined efforts in getting important information out to families and students with periodical newsletters. They are doing a tremendous job!
- The NYSDOH shared a new "Tool Kit for PK-12 Schools" related to COVID guidelines. There are many inconsistencies, and requests for clarification are not forthcoming.
- A Board member inquired if there was guidance from the state at the superintendents' level regarding the possibility of schools being able to fully open in November or December. Mrs. Case said that there is no talk of fully reopening. Mr. Dupee shared that he too had not received any guidance at the college level on that topic.

K. CORRESPONDENCE & UPCOMING EVENTS

20. Correspondence Log

L. ITEMS FOR NEXT MEETING

21. **November 9, 2020** – Regular meeting to begin at 5:30 p.m.

M. MOTION FOR ADJOURNMENT

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

Motion for approval by Scott Lytle, seconded by Tiffany Orcesi, with motion approved 7-0. Time adjourned: 6:51 p.m.

Respectfully submitted:

Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated October 5, 2020