

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

REGULAR MEETING

August 9, 2021 – 5:30 p.m.

The Board of Education will meet in the auditorium of the Jr.-Sr.High School.
COVID-19 Screening and physical distancing guidelines will be followed.

**FINAL
AGENDA**

REGULAR MEETING – 5:30 P.M.

Call to Order – Pledge of Allegiance

A. APPROVAL OF AGENDA

B. BOARD ACTION – PERSONNEL – Tenure

1. 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 the following individuals:***
 - **Stephanie M. Parker** in the tenure area of Elementary Education, effective September 1, 2021
 - **Jared R. Knowlton** in the tenure area of Physical Education, effective September 1, 2021
 - **Matthew J. Fiske** in the tenure area of English, effective September 1, 2021
 - **Janel T. Smith** in the tenure area of Special Education, effective September 1, 2021
 - **Lisa K. Smith** in the tenure area of Assistant Superintendent/School District Leader, effective September 1, 2021

C. TENURE CELEBRATION

2. At this time, the Board of Education would like to celebrate with those being awarded tenure tonight, as well as those who received their award of tenure during the 2020-2021 school year when we were unable to gather together. Thank you to the family members who are also in attendance tonight to share in these achievements.

D. PUBLIC COMMENT REQUESTS – None at this time.

E. CONSENT AGENDA

3. Approval of Minutes as listed:
 - July 1, 2021 – Annual Organizational Meeting
 - July 1, 2021 – Regular Meeting
4. Approval of Buildings and Grounds Requests as listed:
 - JSHS old gymnasium – Zumba with Katie (Katie West) – Thursdays from 3:00 p.m. to 3:45 p.m. during the period from July 7, 2021 – August 17, 2021 – Zumba classes for BOCES teachers/staff
 - DEX parking lot – August 21, 2021 – Village of Dexter – parking for funeral
 - JSHS parking lot – August 21, 2021 – Village of Dexter – parking for funeral
5. Approval of Conferences and Workshops as listed:
 - Kristi Bice – NYSLRS Webinar for nVision Users – July 28, 2021 – Virtual workshop
6. Approval of Conferences and Workshops as per *My Learning Plan Report*

F. REGULAR AGENDA

Other Discussion and Action Items:

Board Member Reports/Staff Member Reports and Presentations

1. Comments / Information shared by Board Members
2. Staff Member Reports
3. Staff Member Presentations

Items for Board Information/Discussion

4. Board Information – The NYSSBA 2021 Annual Convention will be held in New York City, October 24-26.
5. Board Information – PIVOT Student Assistance Program 2020-2021 Second Semester Report
6. Board Information – 4th Quarter Marking Period Data 2020-2021

7. Board Information – End of Year Reports 2020-2021

Items for Board Discussion/Action

- 8. Board Discussion / Action – Approval of *Jefferson-Lewis School Boards Association dues* for the period of July 1, 2021 to June 30, 2022 - \$370, based on current enrollment. (Same as 2020-2021).
- 9. Board Discussion / Action - Election of delegate and alternate members for the *Executive Committee and Legislative Representative of Jefferson-Lewis School Boards Association for the 2021-2022 school year*. (2020-2021: Tiffany Orcesi as Delegate; Natalie Hurley as Legislative Representative, and Sandra Klindt as Alternate)
- 10. Board Action – Approval of *2021-2022 Substitute Instructional and Non-Instructional Personnel Item #11-D*, as continued from the Organizational meeting held July 1, 2021:

Substitute Teachers	Substitute Aides	Substitute Bus Drivers	Substitute Nurses
Kathaleen Hannon Hailey Pooler Jill Smith	Cathy Lawlee Kimberly Quimby Hanna Rose Diana Smith	Melanie Clark *Victoria Hughes	Lori Plantz

- 11. Board Action – Approval of *Authorizations Item #8-F - Final Tax Collection Dates*, as continued from the Organizational meeting held July 1, 2021:
 - Wednesday, September 1st to Thursday, September 30th with no penalty
 - Friday, October 1st to Friday, October 29th with 2% penalty
- 12. Board Action – **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **2021 School Tax Collection Procedures** and the **2021 School Tax Warrant**
- 13. Board Action – Approval of *Railroad Crossings* for the 2021-2022 school year
- 14. Board Action – **RESOLUTION AUTHORIZING COMMENCEMENT OF E-CIGARETTE AND VAPING LITIGATION**
WHEREAS, the use and abuse of e-cigarettes and vaping devices has increased dramatically among high school and middle school students in recent years, leading to significant risks of addiction, potentially life threatening respiratory ailments, and other health consequences; and

WHEREAS, the use of e-cigarettes and vaping devices by students has caused the General Brown Central School District (the “School District”) to incur costs in the form of staff time, disciplinary proceedings, and other costs, with the expectation that these costs will only increase unless and until student use of these devices decreases; and

WHEREAS, the School District’s Board of Education (the “Board”) has been invited to join a nation-wide lawsuit by school districts against Juul Labs, Inc. the largest seller of e-cigarettes in the United States and other parties responsible for the production, marketing, sale and distribution of e-cigarettes and vaping devices; and

WHEREAS, the Board wishes to join this lawsuit to discourage the proliferation of e-cigarettes, end the marketing of e-cigarettes to children, and seek compensation for harm caused to the District due to e-cigarette use.

NOW, THEREFORE, BE IT RESOLVED, the General Brown Central School District hereby resolves:

- 1) To appoint the law firms of Ferrara Fiorenza PC, and the Frantz Law Group, APLC and approve the agreement to provide legal services in connection with pursuing claims for damages against Juul Labs, Inc. and others consistent with the recitals above;
- 2) To authorize the Superintendent to take all steps necessary for the District to become an active co-plaintiff to pending litigation filed on behalf of school districts Nationwide by the Frantz Law Group against Juul Labs, Inc. and others.

Dated: _____, 2021

Signature: _____, District Clerk
 General Brown Central School District

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

G. ITEMS FOR BOARD ACTION – PERSONNEL

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

WHEREAS, by resolution duly moved and adopted on July 1, 2021, the Board of Education increased the annual salary of the Superintendent of Schools to One Hundred and Fifty Thousand Dollars (\$150,000) for the 2021-2022 school year; and

WHEREAS, the Board of Education (the “Board”) and the Superintendent of Schools (the “Superintendent”) are parties to an agreement governing the terms and conditions of the Superintendent’s employment (the “Agreement”) which requires that any increase in the Superintendent’s base salary shall be in the form of an amendment to the Agreement; and

WHEREAS, the Board and the Superintendent have agreed to amend the Agreement to reflect the Superintendent’s base salary for the 2021-2022 school year, as previously authorized by the Board.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT

- 1) Amendment #3 to the Agreement is hereby approved and the President of the Board of Education is authorized to execute the same on behalf of the Board.
- 2) Amendment #3 to the Agreement shall be effective retroactive to July 1, 2021.

_____ AYES _____ NAYES August 9, 2021

17. Board Action – **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve a stipend in the amount of \$2,000 payable to **Rebecca L. Flath** for tax collection duties for the 2021-2022 school year.

H. ITEMS FOR BOARD ACTION – PERSONNEL continued

18. Board Action – Retirements: none

19. Board Action – Resignations:

Name	Position	Effective Date
Bruce Matthews	4.5-Hour Bus Driver	08/09/2021
Lauren Neil	Elementary Teacher	08/31/2021

20. Board Action – Appointments:

Name	Position	Salary or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Tana L. Gunn	Substitute Nurse	\$17.25 per hour to 08/31/2021 \$20.45 per hour eff. 09/01/2021	n/a	08/10/2021
Wayne Livingston	4-Hour Bus Driver	\$21.59 per hour	n/a	08/10/2021
Jeremiah Calhoun	Substitute Bus Driver	\$17.36 per hour	n/a	08/10/2021
Bruce Matthews	5-Hour Bus Driver	\$15.91 per hour	n/a	08/10/2021
Ericka C. Bluhm	4-Hour Food Service Helper	\$12.90 per hour	n/a	09/01/2021
Ute (Richnavsky) Campbell	Substitute Aide	\$12.50 per hour	n/a	09/01/2021
Monique Merchant	7-Hour Aide	\$13.06 per hour	n/a	09/01/2021
*Shelly L. Rawleigh	Elementary Teacher	\$46,515 annually – Step 1 (B)	4-Year Probationary appt. in the tenure area of Elementary Education	09/01/2021
*Rachel M. Skipper	Substitute Teacher	\$100 per day	n/a	09/01/2021
Donna Keefer	Typist (unchanged)	\$20.90 per hour	n/a	09/29/2021

I. ITEMS FOR BOARD ACTION – PERSONNEL continued – Coaching Appointments

21. Board Action – In the event that the season is shortened, stipends will be prorated in proportion to the actual duration of service.

(A) **PAID** Coaching Appointments:

Name	Sport / Season Fall 2021-2022	Coaching Certification	Effective Date
Matthew Milkowich	Varsity Girls' Soccer Assistant	Temporary Coaching License 1 st Renewal	08/23/2021
Jose' Bernier	Varsity Boys' Soccer	Teacher Coach	08/23/2021
Katelyn Longamore	Junior Varsity Girls' Soccer	Teacher Coach	08/23/2021
William Covey	Varsity Tennis	Teacher coach	08/23/2021
Andrew Shaw	Varsity Football Assistant	Temporary Coaching License 2 nd -4 th Renewal	08/23/2021
Shawn McManaman	Junior Varsity Football	Temporary Coaching License 1 st Renewal	08/23/2021
Gary Black, Jr.	Varsity Football	Professional Coaching License	08/23/2021
*Janelle R. Dupee	Varsity Cheerleading Assistant	Teacher Coach	08/23/2021
Megan Schweitzer	Varsity Cheerleading	Teacher Coach	08/23/2021 conditional appt. pending completion of 2 theories courses on 08/16/2021
Nicholas Elkin	Varsity Girls' Soccer	Teacher Coach	08/23/2021 conditional appt. pending completion of concussion course renewal prior to expiration date of 09/03/2021
Christopher Beebe	Modified Football	Professional Coaching License	08/30/2021 conditional appt. pending completion of CPR/1 st Aid on 8/16/2021 and 2 theories courses.
Shellie Miner	Modified Cheerleading	Temporary Coaching License 1 st Renewal	09/07/2021 conditional appt. pending completion of 1 st Aid course on 08/24/2021
Philip Jenner	Modified Boys' Soccer	Teacher Coach	09/07/2021 conditional appt. pending completion of 1 st Aid course on 08/17/2021
Melissa Grimes	Modified Girls' Soccer	Teacher Coach	09/07/2021

(B) **UNPAID** Coaching Appointments:

Name	Sport / Season Fall 2021-2022	Coaching Certification	Effective Date
Justin Hall	Varsity Football Assistant	Temporary Coaching License 2 nd -4 th Renewal	08/23/2021
Mark Heller	Varsity Football Assistant	Professional Coaching License	08/23/2021
Richard Lagano	Varsity Football Assistant	Temporary Coaching License	08/23/2021
Alan Rawleigh	Varsity Football Assistant	Temporary Coaching License 1 st Renewal	08/23/2021

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 2nd-4th Renewal as required: Child Abuse/School Violence/ DASA/ First Aid CPR/Concussion Workshop/ Philosophies & Principals/Theories and Techniques [sport specific] /Health Sciences/Fingerprint Clearance ****

J. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE

22. Board Action - 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:

- **Ericka C. Bluhm** – Food Service Helper
- **Ute (Richnavsky) Campbell** – Substitute Aide
- ***Janelle R. Dupee** – Coach
- ***Shelly L. Rawleigh** - Teacher
- ***Rachel M. Skipper** – Substitute Teacher

K. SUPERINTENDENTS' REPORTS

- 23. Assistant Superintendent Smith
- 24. Superintendent Case

L. CORRESPONDENCE & UPCOMING EVENTS

- 25. Correspondence Log

M. ITEMS FOR NEXT MEETING

- 26. *September 13, 2021 – Regular Meeting* to begin at 5:30 p.m.

N. PROPOSED EXECUTIVE SESSION

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

O. RETURN TO OPEN SESSION

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

P. MOTION FOR ADJOURNMENT

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

*Indicates items added after the preliminary agenda was provided to the Board of Education.

GENERAL BROWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION

ANNUAL ORGANIZATIONAL MEETING

July 1, 2021 – 5:30 p.m.

Jr.-Sr. High School – Auditorium

COVID-19 Screening and physical distancing guidelines were followed.

**Unapproved
MINUTES**

ORGANIZATIONAL MEETING

The meeting was called to order at 5:30 p.m. by Superintendent Barbara J. Case followed by the Pledge of Allegiance.

— **Superintendent Case extended a welcome** to Mr. Albert Romano, Jr. newly elected Board of Education member, and re-elected members Mrs. Jamie Lee and Mrs. Kelly Milkowich.

MEMBERS PRESENT: Kelly Milkowich; Sandra Young Klindt; Natalie Hurley; Tiffany Orcesi; Jamie Lee; Albert Romano, Jr.

MEMBERS ABSENT: Scott Lytle

OTHERS PRESENT: Barbara J. Case, Superintendent; Lisa K. Smith, Assistant Superintendent; Debra L. Bennett, District Clerk

1. The **Oath of Faithful Performance in Office** was administered to the following:

- Albert Romano, Jr.; Jamie Lee; Kelly Milkowich - Board of Education members elected to serve from July 1, 2021 to June 30, 2024.
- Barbara J. Case - Superintendent of Schools
- Debra L. Bennett - District Clerk

2. **Election of Board of Education Officers for the 2021-2022 school year:** The District Clerk called for nominations for the Offices of President and Vice President of the Board of Education:

1) A nomination was requested for the ***Office of President*** of the Board of Education.

A motion was made to nominate Kelly Milkowich as President of the Board of Education for the 2021-2022 school year by Tiffany Orcesi, and was seconded by Sandra Young Klindt, with the motion approved 6-0.

2) A nomination was requested for the ***Office of Vice-President*** of the Board of Education, with the authority to sign documents in the absence of the President.

A motion was made to nominate Sandra Young Klindt as Vice President of the Board of Education for the 2021-2022 school year by Kelly Milkowich, and was seconded by Tiffany Orcesi with the motion approved 6-0.

3. The **Oath of Faithful Performance in Office** was administered by the District Clerk to the newly elected President and Vice President of the Board of Education.

— President Milkowich resumed the meeting.

4. **Approval of the Agenda for the Organizational Meeting**

Motion for approval by Tiffany Orcesi, seconded by Jamie Lee. Motion approved 6-0.

5. **Appointment of Officers as listed:**

Motion for approval by Sandra Klindt, seconded by Albert Romano, Jr., Motion approved 6-0.

	TITLE	INCUMBENT	PRESENT SALARY	RECOMMENDED
A.	Treasurer..... Deputy Treasurer.....	Lisa Smith Rebecca Flath	Per agreement None	Lisa Smith Rebecca Flath
B.	District Clerk.....	Debra Bennett	Per agreement	Debra Bennett
C.	Internal Claims Auditor.....	Alvin Hasner	Per agreement	Alvin Hasner
D.	Tax Collector.....	Donna Keefer	Per agreement	Donna Keefer
E.	Attendance Officers.....	T. Gunn/L. Gracey/D. Higgins	None	L. Gracey/D. Higgins/TBD

Organizational Meeting – July 1, 2021

6. **The Oath of Faithful Performance in Office** will be administered by the District Clerk to the above officers within 30 days of their appointment.

7. **Other Appointments as listed:**

Motion for approval by Natalie Hurley, seconded by Sandra Klindt. Motion approved 6-0.

	TITLE	INCUMBENT	PRESENT SALARY	RECOMMENDED
A.	School Physicians	River Hospital / Occupational Medicine	Per agreement	River Hospital / Occupational Medicine
B.	School Attorneys.....	JLBOCES Ofc of Inter-Municipal Legal Svcs. / Ferrara Law Firm	Per agreement	JLBOCES Ofc of Inter-Municipal Legal Svcs. / Ferrara Law Firm
	Bond Attorney.....	Bond, Schoeneck, King	Per agreement	Bond, Schoeneck, King
	Title IX Hearing Officer.....	Ferrara Law Firm	Per agreement	Ferrara Law Firm
C.	Extra-Classroom Activity Fund Central Treasurer.....	Chris Doldo	None	Chris Doldo
	Chief Faculty Counselor.....	Nicole Donaldson	None	David Ramie
	Faculty Auditor.....	Nicole Donaldson	None	David Ramie
D.	Independent Auditor.....	Bowers & Co CPA PLLC	Per agreement	Bowers & Co CPA PLLC
E.	Fiscal Advisor.....	Fiscal Advisors & Marketing, Inc.	Per agreement	Fiscal Advisors & Marketing, Inc.
F.	Chairman District meetings & elections.....	Lisa Smith	None	Lisa Smith
	BOE meetings.....	President, BOE	None	President, BOE
G.	Records Access and Retention.....	Lisa Smith Debra Bennett	None None	Lisa Smith Debra Bennett
H.	Capital Assets Preservation Officer.....	Lisa Smith	None	Lisa Smith
I.	Asbestos Designee.....	Gary Grimm	None	TBD
J.	Purchasing Agent.....	Barbara J. Case	None	Barbara J. Case
K.	Data Protection Officer.....	Michael Parobeck	None	Michael Parobeck
L.	Data Privacy Officer.....	Barbara J. Case	None	Barbara J. Case

8. **Authorizations as listed:**

Motion for approval by Albert Romano, seconded by Natalie Hurley. Motion approved 6-0.

A.	Payroll Certification.....	Barbara J. Case
	Conferences.....	Barbara J. Case
	Workshops.....	Barbara J. Case
	Conventions.....	Barbara J. Case
	District Director of Physical Education.....	Barbara J. Case
	District Property Control Officer.....	Barbara J. Case
	Budget Transfers.....	Lisa K. Smith
B.	Title IX Coordinator.....	Lisa K. Smith
	District Sexual Hararassment Officers.....	David Ramie Lisa Smith
	District Complaint Officer.....	David Ramie
	Dignity Act Building Coordinators:	
	▪ Brownville-Glen Park Elementary.....	Missie Nabinger
	▪ Dexter Elementary.....	Laurie Nohle
	▪ Jr.-Sr. High School.....	David Ramie
	District Technology Coordinator.....	David Ramie
	Odyssey of the Mind Coordinator(s).....	M. Nabinger/L. Nohle
	District Pre-K Coordinator(s).....	M. Nabinger/L. Nohle
	District Arts in Education Coordinator.....	M. Nabinger
	Drug and Alcohol Coordinator.....	David Ramie
	District PDP Coordinator.....	Barbara J. Case
	District Biennial Review Coordinator.....	David Ramie

Organizational Meeting – July 1, 2021

	Standardized Testing Coordinator.....	David Ramie
	Staff Development Coordinator.....	Barbara J. Case
	Instructional Material Replacement.....	Lisa Smith
	Reading Coordinator(s).....	M. Nabinger/L. Nohle
	Mentor Program Coordinator.....	Lisa Smith
	Chairperson Committee on Special Education.....	Kathaleen Beattie
	Section 504 Coordinator.....	Kathaleen Beattie
	Section 504 District Coordinator.....	Lisa Smith
	Preschool Education.....	Lisa Smith
	School Security/Safety Officer.....	Gary Grimm
	Coordinator Compensatory Programs.....	Lisa Smith
	Migrant Education.....	Lisa Smith
	Designated Educational Official (DEO).....	Lisa Smith
	AIS Coordinator.....	Lisa Smith
	Character Education.....	Missie Nabinger
	District Health Coordinator.....	David Ramie
C.	Athletic Director.....	Joseph Folino
D.	Petty Cash Funds: <ul style="list-style-type: none"> ▪ Mr. Ramie (Jr.-Sr. High School)..... \$100 ▪ Mrs. Nabinger (Brownville Glen Park Elementary)..... \$100 ▪ Mrs. Nohle (Dexter Elementary)..... \$100 ▪ Mrs. Smith (District Office)..... \$100 ▪ Mr. Valentin (Bus Garage)..... \$ 50 ▪ TBD (Buildings & Grounds)..... \$ 50 	
E.	Designation of signature on checks.....	Lisa Smith
F.	Tax Collection Dates: Section 924-a of the Real Property Tax Law (RPTL) enacted a “Variable Interest Rate Law”. The Commissioner of Taxation and Finance will establish a rate by July 15, 2021. (Usually set at 1% per month or 12% per annum)	To be determined
G.	Committee on Special Education-General Brown Central School District CSE Committee: <ul style="list-style-type: none"> ▪ Committee on Special Education Alternative Chairperson..... ▪ Student’s Parent/Guardian(s) ▪ Regular Edu.Teachers employed by GBCSD/School in which child attends ▪ Special Edu.Teachers employed by GBCSD/BOCES/School in which child attends ▪ School Psychologist..... ▪ GBCSD Representative/Chairperson..... ▪ School Physician..... ▪ Parent Member(s)..... ▪ Related Service Personnel (those servicing the student if not employed by GBCSD): Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/ Audiologist/School Counselors/Student 	Katie Ledbury Katie Ledbury Kathaleen Beattie River Hospital TBD if required
H.	General Brown CSD CPSE Committee: <ul style="list-style-type: none"> ▪ Student’s Parent/Guardian(s) ▪ Regular Education Teacher of the child ▪ Special Education Teacher of the child ▪ GBCSD Representative/Chairperson..... ▪ School Physician..... ▪ Parent member(s)..... ▪ Related Service Personnel: Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/Audiologist/Counselors/Social Worker ▪ Municipality Representative (County) Agency Representative 	Kathaleen Beattie River Hospital TBD if required
I.	General Brown CSD CSE Sub-Committee: <ul style="list-style-type: none"> ▪ Student’s Parent/Guardian(s) ▪ Regular Edu.Teachers employed by GBCSD/School in which child attends ▪ Special Edu.Teachers employed by GBCSD/BOCES/School in which child attends ▪ School Psychologist..... ▪ GBCSD Representative/Chairperson..... ▪ Related Service Personnel (those servicing the student if not employed by GBCSD): Speech Therapist/Occupational Therapist/Physical Therapist/Teacher of the Deaf/ 	Katie Ledbury Kathaleen Beattie

Organizational Meeting – July 1, 2021

	Audiologist/School Counselors/Student	
J.	District Health/Safety Committee.....	D. Ramie / M. Nabinger / L. Nohle / TBD
K.	All scholarships to be approved as written	

9. Designations as listed:

Motion for approval by Tiffany Orcesi, seconded by Jamie Lee. Motion approved 6-0.

A.	Official bank depositories for school accounts.....	Community Bank, NA
B.	Official newspaper for legal notices.....	Watertown Daily Times
C.	Regular meeting dates..... Regular meeting time unless otherwise noted..... Regular meeting place unless otherwise noted.....	As per Attachment #1 5:30 p.m. General Brown Room

10. Bonding of Personnel as listed:

Motion for approval by Tiffany Orcesi, seconded by Sandra Klindt. Motion approved 6-0.

A.	Treasurer.....	\$1.1M
	Deputy Treasurer.....	\$1.1M
	Tax Collector.....	\$1.1M
	Central Treasurer Activity Funds.....	\$110,000
	Internal Claims Auditor.....	\$200,000

All persons and positions required by law and which are covered under the Faithful Performance Blanket Bond for Central Treasurer Activity Funds and Internal Claims Auditor

11. Other Items as listed:

Motion for approval by Albert Romano, seconded by Natalie Hurley. Motion approved 6-0.

A.	Re-adoption of all policies, student handbooks, employee handbooks, operational manuals, confidential / management handbook, and code of ethics in effect during the previous years.
B.	Re-adoption of the <i>Strategic Action Plan</i> for the 2021-2022 school year
C.	Approval of Mileage Reimbursement Rate at the official IRS rate in effect on this day: \$0.56
D.	Approval of the 2021-2022 listing of Substitute Instructional and Non-Instructional Personnel – As per Attachment #2
E.	BE IT RESOLVED that the General Brown Central School District Board of Education establishes the following as a standard workday for the purpose of determining days worked reportable to the NYS ERS: <ul style="list-style-type: none"> ▪ Cleaners, Driver Service, Head Custodians, Mechanic Helper, and Senior Mechanic - 8 hours per day ▪ Account Clerks and Typists - 7.5 hours per day ▪ Cook, Nurses, Occupational Therapist, Secretaries and Teacher Aides - 7 hours per day ▪ Bus Drivers, Cashiers, Food Service Helpers, Food Service Helper/Laborer and Student Workers - 6 hours per day This resolution shall continue in full force and effect until otherwise modified by further action of the Board of Education.
F.	BE IT RESOLVED that the General Brown Central School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the <i>“Cooperative Purchasing Agreement”</i> for the 2021-2022 school year.
G.	Annual Review of vendors, (listing provided), for disclosure of conflict of interest.

— At this time the Board will proceed with the regular meeting agenda.

Attachment #1: 2021-2022 Board of Education Meeting Schedule

Attachment #2: 2021-2022 Substitute Instructional and Non-Instructional Personnel

[Attachment #1]

GENERAL BROWN CENTRAL SCHOOL DISTRICT
Board of Education Meeting Schedule
2021-2022

(As approved by the Board of Education – May 10, 2021)

The tentative location of the Board of Education meetings will be the General Brown Room of the Jr.-Sr. High School. Meetings will begin at 5:30 p.m., unless otherwise stated.

Please note that approved meeting dates are subject to change.

Thursday, July 1, 2021	Annual Organizational Meeting followed by Regular Meeting – (Time: 5:30 p.m.)
August 9, 2021	Regular Meeting
September 13, 2021	Regular Meeting
October 4, 2021	Regular Meeting
November 8, 2021	Regular Meeting
December 6, 2021	Regular Meeting
January 10, 2022	Regular Meeting
February 7, 2022	Regular Meeting
March 7, 2022	Regular Meeting
Wednesday, April 6, 2022	Regular Meeting
May 9, 2022	Regular Meeting followed by the Annual Meeting / Budget Hearing at 6:00 p.m. (JSHS Auditorium)
Tuesday, May 17, 2022	Budget Vote / Election - New Gymnasium JSHS - Noon to 8 PM
June 13, 2022	Regular Meeting

[Attachment #2]

2021-2022 Listing of Instruction and Non-Instructional Personnel

Sub Teacher :

Barker, Zachary
Behling, Catherine
Black, Doug
Black, Shea
Brenon, Meganne
Company, Christine
Campbell, Thomas
Cean, Brittany
Covey, Maria
Fazio, Bryanna
Halpin, Valerie
Hutchinson, Cheyenne
Keggins, Julie
Lamon, Cynthia
Makuch, Eric
Omalley, Heather
Pickeral, Carson
Pike, Anthony
Rebelo, Jessica
Rose, Hanna
Schueler, Maria
Scordo, Tyler
Smith, Diana
Timerman, Helen
Walker, Mallory
Heise, Susan

Sub Aide:

Comins, Dawn
Gordon, Amber
Grant, Carol
Hulbert, Julie
Lamon, Cynthia
Latham, Stacy
Parker, Cindy
Heise, Susan

Sub Nurse:

Burdick, Vivian
Hulbert, Julie

Sub Cleaner:

Fazio, Bryan
Matthews, Bruce
Tyler, Phillip

Sub Driver:

McIntosh, Willis
Spaulding, Michael

Sub Food Svc:

Lanham-Livingston, MaryAnn

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

REGULAR MEETING
July 1, 2021
Jr.-Sr. High School Auditorium

COVID-19 Screening and physical distancing guidelines were followed.

Unapproved
MINUTES

REGULAR MEETING

The meeting was called to order immediately following the Annual Organizational meeting by President Kelly Milkowich.

MEMBERS PRESENT – Kelly Milkowich, President; Sandra Young Klindt, Vice President; Natalie Hurley; Albert Romano, Jr.; Tiffany Orcesi; Jamie Lee

MEMBERS ABSENT – Scott Lytle

OTHERS PRESENT – Barbara J. Case, Superintendent; Lisa K. Smith, Assistant Superintendent; Debra L. Bennett, District Clerk

A. APPROVAL OF AGENDA

Motion for approval by Natalie Hurley, seconded by Jamie Lee. Motion approved 6-0.

B. PRESENTATION – None

C. PUBLIC COMMENT REQUESTS – None

D. CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Natalie Hurley, and seconded by Albert Romano, Jr. with motion approved 6-0.

1. Approval of Minutes as listed:
 - June 14, 2021 – Regular Meeting
 - June 21, 2021 – Special Meeting
2. Approval of Building and Grounds Requests – none
3. Approval of Conferences and Workshops – none
4. Approval of Conferences and Workshops as per *My Learning Plan Report*
5. Approval of Financial Reports / Warrants for May 2021

E. REGULAR AGENDA

Other Discussion and Action Items:

Board Member Reports / Staff Member Reports and Presentations

1. Comments / Information shared by Board members
2. Staff Member Reports – None at this time.
3. Staff Member Presentations – None at this time.

Items for Board Discussion / Action

4. Board Action – ***BE IT RESOLVED***, that the General Brown Central School District Board of Education takes action to ***appoint Superintendent Barbara J. Case as Clerk Pro-tem*** in the event of the absence of District Clerk, Debra Bennett. Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 6-0.
5. Board Action – Approval of the following ***pay rates for Substitute Instructional Staff***, effective September 1, 2021:
 - Non-Certified Substitute Teacher - \$95 daily
 - Bachelor's/Non-Certified Substitute Teacher - \$100 daily
 - Certified Substitute Teacher - \$110 daily
 - Long-term (4-weeks+) Substitute Teacher - \$125 daily

Motion for approval by Jamie Lee, seconded by Tiffany Orcesi, with motion approved 6-0.

6. Board Action – Approval of the following **pay rates for Substitute Non-Instructional Staff**, effective September 1, 2021:
 - Substitute Bus Drivers - \$17.36 per hour
 - Substitute Food Service - \$12.90 per hour
 - Substitute Cleaner - \$12.90 per hour
 - Substitute Aide - \$12.90 per hour
 - Substitute Nurse - \$20.45 per hour

Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 6-0.

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

F. ITEMS FOR BOARD ACTION – PERSONNEL

8. 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 2021-2022 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 Natalie Hurley, seconded by Jamie Lee, with motion approved 6-0.

G. ITEMS FOR BOARD ACTION – PERSONNEL - continued

A motion for approval of the following PERSONNEL CHANGES, with *effective dates* as listed is made by Natalie Hurley, seconded by Albert Romano, with motion approved 6-0.

9. Board Action – Retirements:

Name	Position	Effective Date
Deanna Oliver	Secretary	Corrected date 09/29/2021

10. Board Action – Resignations:

Name	Position	Effective Date
Amanda Chapman	General Aide	06/21/2021
Krysta Stupp	4-Hour Food Service Helper	08/31/2021

11. Board Action - Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Krysta Stupp	6-Hour Food Service Helper	Rate unchanged	n/a	09/01/2021
Kenneth S. Krempl	Vocal Music 7-12 Teacher	\$46,515 annually-Step 1 (B)	4-Year Probationary appointment in the tenure area of Vocal Music 7-12	09/01/2021
Allison J. O'Brien	Special Education 7-12 Teacher	\$54,465 annually-Step 6 (MB)	3-Year Probationary appointment in the tenure area of Special Education	09/01/2021
Alexiah S. Yerdon	Science 7-12 Teacher	\$46,515 annually-Step 1 (B)	4-Year Probationary appointment in the tenure area of Science	09/01/2021

H. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE

12. Board Action - 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:

- **Kenneth S. Krempl** – Teacher
- **Allison J. O'Brien** – Teacher
- **Alexiah S. Yerdon** – Teacher

Motion for approval by Tiffany Orcesi, seconded by Sandra Klindt, with motion approved 6-0.

I. SUPERINTENDENTS’ REPORTS

13. **Assistant Superintendent** Smith shared information regarding the Buildings and Grounds position as well as the campaign to hire bus drivers.
14. **Superintendent Case** shared information regarding the filling of our instructional positions and our summer school numbers.

J. CORRESPONDENCE & UPCOMING EVENTS

15. Correspondence Log

K. ITEMS FOR NEXT MEETING

14. **August 9, 2021 – Regular Meeting – 5:30 p.m.**

L. PROPOSED EXECUTIVE SESSION

15. **A motion is requested to enter executive session** for the discussion of the performance history of six particular individuals. Motion for approval by Albert Romano, seconded by Natalie Hurley, with motion approved 6-0. Time 5:58 p.m.

M. RETURN TO OPEN SESSION

16. **A motion is requested to adjourn the executive session** and reconvene the regular meeting. Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 6-0. Time 6:44 p.m.

N. ITEMS FOR BOARD ACTION – PERSONNEL - continued

17. Board Action – **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to increase the salary of Barbara J. Case, Superintendent of Schools, to \$150,000 for the 2021-2022 school year.

Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 6-0.

18. Board Information – Preliminary Tenure appointment recommendations as follows, with final Board approval scheduled for the August 9, 2021 meeting, with tenure period to begin September 1, 2021:

- Stephanie M. Parker – Tenure area of Elementary Education
- Jared R. Knowlton – Tenure area of Physical Education
- Matthew J. Fiske – Tenure area of English
- Janel T. Smith – Tenure area of Special Education
- Lisa K. Smith – Tenure area of Assistant Superintendent/School District Leader

O. MOTION FOR ADJOURNMENT

19. **There being no further business or discussion**, a motion is requested adjourn the regular meeting. Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 6-0. Time 6:46 p.m.

Respectfully submitted:

Debra L. Bennett, District Clerk

*Supporting documents may be found in supplemental file dated July 1, 2021

ReportResults

My Learning Plan Report-August 9, 2021

Building_Name	Last_First_Name	Activity_Title	Start__Date	End__Date
DISTRICT OFFICE	Beattie, Kathaleen	Fundamentals of Equity	7/13/2021	7/13/2021
DISTRICT OFFICE	Beattie, Kathaleen	CSE Chairperson Training (Virtual Offering)	7/20/2021	7/21/2021
DISTRICT OFFICE	Beattie, Kathaleen	What Does it Mean to be Culturally Responsive?	7/22/2021	7/22/2021
DISTRICT OFFICE	Beattie, Kathaleen	Grading for Equity Book Study	8/12/2021	8/19/2021
JR-SR HS	BERNIER, JOSE	Grading for Equity Book Study	8/12/2021	8/19/2021
BGP	CANTWELL, KELLY	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
DISTRICT OFFICE	CASE, BARBARA	Fundamentals of Equity	7/20/2021	7/20/2021
DISTRICT OFFICE	CASE, BARBARA	What Does it Mean to be Culturally Responsive?	7/22/2021	7/22/2021
DISTRICT OFFICE	CASE, BARBARA	Women's Initiative in Western NY	8/5/2021	8/6/2021
DISTRICT OFFICE	CASE, BARBARA	Grading for Equity Book Study	8/12/2021	8/19/2021
DISTRICT OFFICE	CASE, BARBARA	LEAF Board Meeting and NYSCOSS Fall Leadership Summit	9/25/2021	9/28/2021
JR-SR HS	COTTRELL, HANNAH	Effective Teaching Refresher	8/20/2021	8/20/2021
JR-SR HS	Folino, Joseph	What Does it Mean to be Culturally Responsive?	7/22/2021	7/22/2021
JR-SR HS	Folino, Joseph	Lead Evaluator Recertification	8/10/2021	8/10/2021
JR-SR HS	Folino, Joseph	Grading for Equity Book Study	8/12/2021	8/19/2021
DEXTER	MARTIN, STACI	Strengthening Learning for Students - Making Learning Better	7/6/2021	7/6/2021
DEXTER	MARTIN, STACI	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
BGP	Nabinger, Melissa	Erin's Law	7/14/2021	7/14/2021
BGP	Nabinger, Melissa	Fundamentals of Equity	7/20/2021	7/20/2021
BGP	Nabinger, Melissa	What Does it Mean to be Culturally Responsive?	7/22/2021	7/22/2021
BGP	Nabinger, Melissa	Grading for Equity Book Study	8/12/2021	8/19/2021
BGP	Nabinger, Melissa	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
BGP	Neil, Lauren	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
DEXTER	Nohle, Laurie	Erin's Law	7/14/2021	7/14/2021
DEXTER	Nohle, Laurie	Fundamentals of Equity	7/20/2021	7/20/2021
DEXTER	Nohle, Laurie	What Does it Mean to be Culturally Responsive?	7/22/2021	7/22/2021
DEXTER	Nohle, Laurie	Lead Evaluator Recertification	8/10/2021	8/10/2021
DEXTER	Nohle, Laurie	Grading for Equity Book Study	8/12/2021	8/19/2021
DEXTER	Nohle, Laurie	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
DEXTER	PACINI, MISTY	The 7 Habits of Highly Effective People	7/6/2021	7/6/2021
DEXTER	PACINI, MISTY	Past, Present, Future --- Your Turn to Talk: PreK - Grade 2	8/12/2021	8/12/2021
BGP	PAIGE, MARY	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
JR-SR HS	RAMIE, DAVID	Introduction to the New SED Civic Readiness Initiatives	8/5/2021	8/5/2021
JR-SR HS	RAMIE, DAVID	Lead Evaluator Recertification	8/10/2021	8/10/2021

ReportResults

JR-SR HS	RAMIE, DAVID	Grading for Equity Book Study	8/12/2021	8/19/2021
BGP	RUSSELL, JULIA	The Science of Reading: Foundational Knowledge and Skills Series	8/30/2021	8/31/2021
DISTRICT OFFICE	SMITH, LISA	Fundamentals of Equity	7/13/2021	7/13/2021
DISTRICT OFFICE	SMITH, LISA	Erin's Law	7/14/2021	7/14/2021
DISTRICT OFFICE	SMITH, LISA	What Does it Mean to be Culturally Responsive?	7/22/2021	7/22/2021
DISTRICT OFFICE	SMITH, LISA	Grading for Equity Book Study	8/12/2021	8/19/2021
JR-SR HS	Stephens, Elizabeth	IND: Teacher Websites using Google Sites	8/3/2021	8/3/2021

This warrant is for use by trustees of common school districts and boards of education in union free, central and village superintendencies. (The word trustee as used throughout the explanation below refers to trustee, trustees or board of education alike.)

BUDGET

GENERAL DIRECTIONS TO TRUSTEE (S) AND BOARDS OF EDUCATION

1. Prepare or cause to be prepared the tax list, extend or cause to be extended the taxes to be collected, and total or cause to be totaled the amounts of the tax levy by towns. The Town Board of Assessors is required to furnish a duplicate copy of the appropriate portion of the town assessment roll on or before August 1. (*Real Property Tax Law Section 1302 (2)*) but such lists must be checked for completeness and accuracy even though this requires going back to the town assessment roll and/or the previous year's school tax list, as school authorities are not relieved from full responsibility for ascertaining whether real property is within the school district boundaries.
If any improvements on land destroyed or exemptions added between June 1st. (May 1st., effective January 1, 1964) and date of confirmation of roll see *Real Property Tax Law Section 1302 (3)*.
2. Attach to the tax list the tax warrant signed by the sole trustee or by at least a majority of the trustees or board of education to direct and establish authority of the collector (*Real Property Tax Law Section 1318 (1)*).
3. Fill in "Estimated Receipts" and "Estimated Expenditures" from the "Annual School Budget Form" presented and approved at the annual school meeting (*Real Property Tax Law Section 1306 (1)*).
4. Fill out the tax report to district superintendent, Form 3, in the trustee's Order-Check Book and forward this report to the district superintendent at the time this warrant is placed in the hands of the collector. Union free, central and village districts have a separate Form for Report of Tax Levy.
5. The trustee (s) or board of education may not legally turn the warrant and tax list over to the collector until said collector is duly bonded. The purchase of a fidelity bond by the trustee (s) is a proper charge against the school district. The trustee (s) shall indorse his (their) approval on the bond and forward it to the district superintendent, who will indorse his approval and either the superintendent or trustee (s) shall file the same in the office of the county clerk of the county in which the collector resides (*Education Law, sections 2124 and 2130.5*).
6. On or before September 1st, but not before thirty-one days after tax is voted, place the tax list in the hands of the collector (*Real Property Tax Law Section 1306 (1), 1318 (2)*).
7. No corrections or additions may be made to the school tax roll or refunds of taxes made by the trustee (s) or board of education without the approval in writing of the district superintendent in all cases of districts within the jurisdiction of a district superintendent and without the written approval of the commissioner of education in many cases. See (*Real Property Tax Law Section 1316*).
8. The regular tax warrant authorizing the collection to start on or before September 1st should be issued to expire before November 15th, so that the return tax claim may be filed by November 15th. The trustee, as an emergency measure, may grant the collector a renewal of a special school tax warrant but not beyond the time it must be returned to the County Treasurer by dating and signing his indorsement on the face of the warrant, (*Real Property Tax Law Section 1318 (3), 1330 (2)*).
9. The trustee shall require the collector to return the warrant immediately after its expiration. At the same time the collector shall make a full and complete statement of the taxes remaining unpaid on forms provided by the county treasurer. Said statement shall include amount of interest on unpaid taxes if collector received compensation in lieu of fees (*Real Property Tax Law Section 1330 (1)*). On or before the 15th day of November the trustee (s) shall file with the county treasurer and return tax claim bearing certificate of the trustee(s) and the collector's affidavit. Said certificate should state that the statement has been compared with original tax roll and is correct (*Real Property Tax Law Section 1330(2)*).
10. Within 15 days after this tax list and warrant is returned to the trustee (s) by the collector, it must be filed with the district superintendent (*Real Property Tax Law Section 1330 (3)*), who in turn must file it with the town clerk of the town in which the principal school building of the district is located, on or before July 1st of each year. In superintendencies it shall be filed directly with the town clerk by the board of education.
11. For equalization in school districts located in more than one town or city, see (*Real Property Tax Law Section 1314*).
12. For districts allowing installment payments, see (*Real Property Tax Law Section 1340*).

WARRANT ISSUED BY UNION FREE AND CENTRAL SCHOOL DISTRICTS

1. The board of education should, by resolution duly adopted, authorize its warrant to be attached to the tax list. This resolution fixing the amount of the total levy confirms the extension of the roll and fixes the exact date of validity of the tax lien upon the real property.
2. Tax warrants should be issued for a specific period, as determined by the board of education, this period to be not less than one month nor to extend later than the date on which return of taxes must be made. For example, the warrant could be issued for the period September 1 through November 10, thus allowing five days for preparing and filing the returned tax certificate by November 15.
3. The board of education should instruct the collector to make a report in writing at the expiration of the warrant, listing by towns the total assessed valuation, the tax rate, the total tax levy, the total amounts collected and the total amounts remaining uncollected, together with interest.
4. On receipt of the collector's account of unpaid taxes, the board of education, on comparing the collector's return of unpaid taxes with the original tax list and determining that it be correct, shall so certify and immediately transmit the account, affidavit and certificate to the treasurer of the county so that the same shall be received by him not later than the 15th day of November following the levy of the tax (*Real Property Tax Law Section 1330 (2)*).

APPOINTMENT OF COLLECTOR BY BOARD OF EDUCATION

1. The resolution of appointment should place this officer either on a fee basis as provided by *Real Property Tax Law Section 1328*, or on a salary as provided by *Section 2130 of the Education Law*.
2. In a school district in which the collector receives a fixed compensation in lieu of fees the delinquent tax penalties are fixed by law as follows:
All of the taxes remaining unpaid after the expiration of the one month period bear interest at the rate of 1 per cent per month, until the return of the collector's warrant. The account of unpaid taxes filed with the county treasurer should include the amount of the taxes remaining unpaid, plus the amount of such interest on such unpaid taxes as computed as of the date of the return of the collector's warrant. All such interest collected by the district tax collector or paid by the county treasurer shall belong to the school district.
3. In a school district in which the collector is on a fee basis, the collector may retain only such fees as are actually collected by the collector. No collector's fees based on delinquent taxes reported as unpaid may be added to the return tax claim.

DIRECTIONS TO COLLECTOR

1. Read warrant and ascertain that it is properly signed and dated by sole trustee or a majority of trustees or board of education.
2. Return this warrant and original tax list to the trustee (s) or board of education at date of expiration.
3. Obtain from the county treasurer's office the necessary blank forms on which to make your complete account of all taxes remaining unpaid at the time of the expiration of the warrant.
4. Return to the trustee (s) or board of education your complete account of unpaid taxes, certifying by your signed affidavit that "after diligent efforts you are unable to collect," witnessed by any notary public, justice of the peace, or any other officer authorized to administer oaths. The trustee (s) or board of education, on comparing your return of unpaid taxes with the original tax list and determining that it be correct, shall so certify and immediately transmit the account, affidavit and certificate to the treasurer of the county so that the same shall be received by him not later than the 15th day of November following the levy of the tax.
5. Complete and file the collector's tax report showing by towns the totaled assessed valuation, the tax rate, the total tax levy, the total amount collected and the total amounts remaining uncollected.

Estimated Receipts:

Surplus estimated to be available for appropriations	\$ _____
State Aid	_____
Federal Aid	_____
Tax on Property	_____
Tuition	_____
Other Sources	_____
Total Revenues (Estimated)	\$ _____

Estimated Expenditures:

Board of Education	\$ _____
Central Administration	_____
Instruction - Regular Day School	_____
Instruction - Special Schools	_____
Community Services	_____
Transportation	_____
Operation & Maint. of Plant	_____
Undistributed Expenses	_____
Debt Service	_____
Inter-fund Transfers	_____
Total Estimated General Fund Expenditures	\$ _____

Other Purposes For Which Taxes are Levied
Specify _____ \$ _____

Balance-End of Budget Year (use only for a Planned Balance) _____

Total Estimated Expenditures and Planned Balance \$ _____

TAX WARRANT

To the collector of school district No. _____ towns of Brownville, Lyme, Hounsfield, Pamelaia, Watertown in the counties of Jefferson State of New York

You are hereby commanded: 8599,810. + 53,500. = 8653,310.00

1. To collect taxes in total sum of \$ _____ in the same manner that collectors are authorized to collect town and county taxes.
2. To give notices in accordance with *Section Real Property Tax Law Section 1322, 1338*.
3. To receive from each of the taxable corporations and natural persons on the attached tax roll the sums listed or so much thereof as is voluntarily paid to you within one month from date of this warrant, together with one cent on each dollar thereof, where collector is on fee basis.
4. To collect after the expiration of one month the residue of the sums not paid, together with the fees prescribed in *sections Education Law 2130 and Real Property Tax Law Section 1328*.
5. To return this warrant within 81 days and if any taxes in this list shall be unpaid at that time you shall deliver to us an account thereof.

This warrant is issued by authority of article 13 of the *Real Property Tax Law*, and has the same force and effect as a warrant and tax list issued by the board of supervisors. It is effective immediately after it is properly signed by the trustee or a majority of trustees.

Given under _____ hand this 9th day of August, 1920
Signatures of trustee (s)
.....
.....
.....

NOTE: THE AMOUNT OF TAXES TO BE COLLECTED SHOULD CORRESPOND WITH THE TOTAL ENTERED ON THE SUMMARY ON THE BACK OF THIS FORM.

**GENERAL BROWN CENTRAL SCHOOL DISTRICT
2021-2022 TAX RATE COMPUTATION - FINAL**

TOWN	ASSESSED VAL (include clergy)	EQUAL RATE	FULL VAL BY TOWN	TOTAL VAL SCHOOL DIST	% TO BE LEVIED	AMOUNT TO BE LEVIED TOTAL	AMT TO BE LEVIED	ASSESS VAL BY TOWN (no clergy)	TAX RATE PER ASSESS	TAX RATE PER \$1.00	\$ INCREASE IN TAX RATE	% INCREASE IN TAX RATE
BROWNVILLE	\$475,128,274.00	1.0000	\$475,128,274.00	\$824,222,201.27	0.5764565	\$8,599,810.00	\$4,952,681.70	\$475,128,274.00	0.01042388	\$10.423883	\$0.108985	1.056581%
PAMELIA	\$139,152,199.00	0.5500	\$253,003,998.18		0.3069609		\$2,637,351.55	\$139,152,199.00	0.01895300	\$18.952999	\$0.856687	4.734042%
HOUNSFIELD	\$28,710,096.00	0.9300	\$30,871,070.97		0.0374548		\$321,793.15	\$28,708,596.00	0.01120895	\$11.208948	\$0.117079	1.055536%
WATERTOWN	\$30,327,160.00	0.5750	\$52,742,886.96		0.0639911		\$557,915.53	\$30,327,160.00	0.01839656	\$18.396564	\$1.759631	10.576657%
LYME	\$6,643,855.00	0.9900	\$6,710,964.65		0.0081422		\$69,954.23	\$6,643,855.00	0.01052916	\$10.529163	\$0.214265	2.077234%
WATER-CITY	\$5,303,806.00	0.9200	\$5,765,006.52		0.0069945		\$60,113.84	\$5,303,806.00	0.01133409	\$11.334095	\$0.122249	1.090356%
Total	\$685,265,390.00		\$824,222,201.27		1.0000000	\$8,599,810.00	\$8,599,810.00	\$685,263,890.00				

2021-2022 Library Tax Rate Computation

TOWN	ASSESSED VAL +clergy	EQUAL RATE	FULL VAL BY TOWN	TOTAL VAL SCHOOL DIST	% TO BE LEVIED	AMOUNT TO BE LEVIED TOTAL	AMT TO BE LEVIED	ASSESS VAL BY TOWN (no clergy)	TAX RATE PER ASSESS	TAX RATE PER \$1.00	\$ INCREASE IN TAX RATE	% INCREASE IN TAX RATE
BROWNVILLE	\$475,128,274.00	1.0000	\$475,128,274.00	\$824,222,201.27	0.5764565	\$53,500.00	\$30,809.80	\$475,128,274.00	0.00006485	\$0.064845	(\$0.001798)	-2.697612%
PAMELIA	\$139,152,199.00	0.5500	\$253,003,998.18		0.3069609		\$16,406.54	\$139,152,199.00	0.00011790	\$0.117904	\$0.000986	0.843353%
HOUNSFIELD	\$28,710,096.00	0.9300	\$30,871,070.97		0.0374548		\$2,001.82	\$28,708,596.00	0.00006973	\$0.069729	(\$0.001934)	-2.698671%
WATERTOWN	\$30,327,160.00	0.5750	\$52,742,886.96		0.0639911		\$3,472.66	\$30,327,160.00	0.00011451	\$0.114507	\$0.007018	6.528965%
LYME	\$6,643,855.00	0.9900	\$6,710,964.65		0.0081422		\$435.22	\$6,643,855.00	0.00006551	\$0.065507	(\$0.001136)	-1.704374%
WATER-CITY	\$5,303,806.00	0.9200	\$5,765,006.52		0.0069945		\$373.96	\$5,303,806.00	0.00007051	\$0.070508	(\$0.001930)	-2.664594%
Total	\$685,265,390.00		\$824,222,201.27		1.0000000	\$53,500.00	\$53,500.00	\$685,263,890.00				

GENERAL BROWN CENTRAL SCHOOL DISTRICT

**TRUE TAX RATE
FOR LAST TEN YEARS**

2021-2022	\$10.433849
2020-2021	\$10.153300
2019-2020	\$9.869427
2018-2019	\$9.909700
2017-2018	\$9.753640
2016-2017	\$9.553556
2015-2016	\$9.603462
2014-2015	\$9.530026
2013-2014	\$9.104817
2012-2013	\$8.466471

**TRUE TAX RATE-LIBRARY
FOR LAST TEN YEARS**

2021-2022	\$0.064910
2020-2021	\$0.065599
2019-2020	\$0.067211
2018-2019	\$0.067857
2017-2018	\$0.061670
2016-2017	\$0.061607
2015-2016	\$0.063471
2014-2015	\$0.044357
2013-2014	\$0.045332
2012-2013	\$0.042237

Equalization Rates Comparison

	2021-2022	2020-2021	Difference
BROWNVILLE	1.0000	1.0000	0.00
PAMELIA	0.5500	0.5700	-0.02
HOUNSFIELD	0.9300	0.9300	0.00
WATERTOWN	0.5750	0.6200	-0.05
LYME	0.9900	1.0000	-0.01
WATER-CITY	0.9200	0.9200	0.00

Tax levy inc. vs. tax rate inc. (Brownville)

Year	Levy increase	Tax rate inc.
2021-2022	3.85%	1.06%
2020-2021	5.40%	4.62%
2019-2020	0.55%	-0.41%
2018-2019	1.86%	1.60%
2017-18	1.99%	2.09%
2016-17*	2.49%	-35.26%
2015-16	1.96%	0.77%
2014-15	6.97%	5.30%
2013-14	5.38%	0.79%

* Revaluation

Tax Rate Increase Summary

Town	2021-2022		
	Rate	Increase/Decre	% Increase
BROWNVILLE	\$10.42	\$0.11	1.06%
PAMELIA	\$18.95	\$0.86	4.73%
HOUNSFIELD	\$11.21	\$0.12	1.06%
WATERTOWN	\$18.40	\$1.76	10.58%
LYME	\$10.53	\$0.21	2.08%
WATER-CITY	\$11.33	\$0.12	1.09%

MOTION CONCERNING TAX WARRANT
(Collector Appointed to Serve on a Salary Basis)
Tax Collection Procedures

Board of Education Meeting
August 9, 2021

Motion made by _____

Seconded by _____

WHEREAS:

Chapter 73 of the Laws of 1977, amended Section 1318, subdivision 1 of the Real Property Tax Law and

WHEREAS:

The entire fund balance at the close of the last fiscal year must be applied in determining the amount of school tax levy except for an amount not to exceed 4% of the current school year budget; and

WHEREAS:

This latter amount may be held as surplus funds during the current school year; now therefore

BE IT RESOLVED:

That the Board of Education retain as surplus funds, \$1,200,000 from the total fund balance to be applied to the reduction of tax levy.

BE IT ADDITIONALLY RESOLVED AS FOLLOWS:

To the collector of General Brown Central School District of Brownville and Dexter, Towns of Brownville, Pamela, Hounsfield, Watertown, and Lyme, City of Watertown, County of Jefferson, State of New York

You are hereby commanded:

1. To give notice and start collection on September 1, 2021.
(In accordance with the provision of Section 1322 of the Real Property Tax Law)
2. To give notice that tax collection will end October 29, 2021
3. To collect taxes in the total sum of \$ 8,653,310.00=(\$8,599,810.00 District Levy plus \$ 53,500.00 Library Levy) in the same manner that collectors are authorized to collect town and county taxes in accordance with provisions of Section 1318 of the Real Property Tax Law.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education. The board may recall its warrant and tax rolls for correction of errors of omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection of statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Sections 540 and 544 of the Real Property Tax Law.

6. To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to add three percent interest penalties to all taxes collected during any part of the third month of the tax collection period and to account for such sums as income due to the school district.
7. To issue receipts only on forms provided by the school district in acknowledgement of receipt of payments of taxes and to retain, preserve and file exact carbon copies of all such receipts issued as required by Section 987 of the Real Property Tax Law.
8. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town and assessed valuation, tax rate, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.
9. Installment payments will be collected by the school tax collector for the first payment only. The remaining payments will be collected by the Treasurer of Jefferson County for the current tax warrant.

The warrant is issued pursuant to Sections 910, 912, and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the Board of Education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision of the Real Property Tax Law.

Signatures – Board of Education:

Vote

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Signed in the affirmative by all BOE members present: