

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

REGULAR MEETING  
August 9, 2021  
Jr.-Sr. High School Auditorium

COVID-19 screening and physical distancing guidelines were followed.

MINUTES

**REGULAR MEETING** – The meeting was called to order at 5:30 p.m. by Vice President Klindt, followed by the Pledge of Allegiance.

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

**MEMBERS ABSENT** – Kelly Milkowich, President

**OTHERS PRESENT** – Barbara J. Case, Superintendent; Lisa K. Smith, Assistant Superintendent; Debra L. Bennett, District Clerk; Gary Grimm, Operations Manager/Transportation Supervisor; Kathaleen Beattie, Director of Student Services; Melissa Nabinger, Principal Brownville Glen Park Elementary; David Ramie, Principal Jr.-Sr. High School; Joseph Folino, Assistant Principal Jr.-Sr. High School; Laurie Nohle, Principal Dexter Elementary; Michael Parobeck, Network Administrator; Faculty and Family Members

**A. APPROVAL OF AGENDA**

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

**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

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

**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. The Board adjourned to the lobby for refreshments.

**D. PUBLIC COMMENT REQUESTS** – None at this time.

**E. CONSENT AGENDA**

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

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 – Positive comments shared regarding Mr. Ramie becoming JSHS Principal
2. Staff Member Reports – Information was shared regarding students’ progress at summer school at both the elementary and high school levels; increased student growth, confidence and ability without the use of 1:1 aides; ParentSquare update; Athletic Office transition is going very well; transition is underway from ClearTrack to Frontline; and positive feedback has been received from BOCES staff.
3. Staff Member Presentations – none

**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 – 4<sup>th</sup> 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).  
Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 6-0.
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)  
Nomination of **Albert Romano as Delegate** by Sandra Klindt, seconded by Jamie Lee, with motion approved 6-0.  
Nomination of **Jamie Lee as Alternate** by Sandra Klindt, seconded by Tiffany Orcesi, with motion approved 6-0.  
Nomination of **Natalie Hurley, as Legislative Representative** by Sandra Klindt, seconded by Scott Lytle, motion approved 6-0.
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:  
Motion for approval by Scott Lytle, seconded by Tiffany Orcesi, with motion approved 6-0.

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 1<sup>st</sup> to Thursday, September 30<sup>th</sup> with no penalty
  - Friday, October 1<sup>st</sup> to Friday, October 29<sup>th</sup> with 2% penalty
 Motion for approval by Jamie Lee, seconded by Scott Lytle, with motion approved 6-0.
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*  
Motion for approval by Tiffany Orcesi, seconded by Albert Romano, with motion approved 6-0.
13. Board Action – Approval of *Railroad Crossings* for the 2021-2022 school year  
Motion for approval by Tiffany Orcesi, seconded by Albert Romano, with motion approved 6-0.

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: August 9, 2021

Signature: \_\_\_\_\_, District Clerk  
General Brown Central School District

Motion for approval by Tiffany Orcesi, seconded by Scott Lytle, with motion approved 6-0.

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

Motion for approval by Tiffany Orcesi, seconded by Albert Romano, with motion approved 6-0.

**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.

6- AYES 0- NAYES dated: August 9, 2021

Motion for approval by Scott Lytle, seconded by Albert Romano, with motion approved 6-0.

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.

Motion for approval by Jamie Lee, seconded by Scott Lytle, with motion approved 6-0.

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

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

18. Board Action – Retirements: none

19. Board Action – Resignations:

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

20. Board Action – Appointments:

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

**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 motion for approval of the following coaching appointments, with *effective dates* as listed, is made by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 6-0.

(A) **PAID** Coaching Appointments:

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

<b>Philip Jenner</b>	Modified Boys' Soccer	Teacher Coach	<b>09/07/2021</b> conditional appt. pending completion of 1 <sup>st</sup> Aid course on 08/17/2021
<b>Melissa Grimes</b>	Modified Girls' Soccer	Teacher Coach	<b>09/07/2021</b>

(B) **UNPAID** Coaching Appointments:

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

**Coaches possess the following [as mandated by NYSED]:**

Teaching Certificate: Child Abuse / School Violence / DASA / First Aid / CPR / Concussion Workshop / Fingerprint Clearance / [Philosophies & Principals / Theories and Techniques [sport specific] / Health Sciences as required] \*

Non-Teaching Temporary or Professional Coaching License and/or 2<sup>nd</sup>-4<sup>th</sup> Renewal as required: Child Abuse/School Violence/ DASA/ First Aid CPR/Concussion Workshop/ Philosophies & Principals/Theories and Techniques [sport specific] /Health Sciences/Fingerprint Clearance \*\*\*\*

**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

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

**K. SUPERINTENDENTS' REPORTS**

23. Assistant Superintendent Smith shared information regarding the application process for ARP funding; prioritizing items including new staff, playground equipment, ventilation, and extra Kindergarten section. There were updates regarding afterschool and summer school programs. Mrs. Smith also explained that the school tax rate increase is much lower than the tax levy increase. Chromebooks are coming in and we are re-ordering as funding becomes available.
24. Superintendent Case advised that there would be a meeting of area Superintendents tomorrow with Jefferson County Health Department. Mrs. Case also shared that there was an intrusion of our email server. There was no compromise of data and the restoration of the server is progressing.

**L. CORRESPONDENCE & UPCOMING EVENTS**

25. Correspondence Log

**M. ITEMS FOR NEXT MEETING**

26. **September 8, 2021 – Board of Education Retreat** to begin at 4:00 p.m. in the Auditorium of the JSHS
27. **September 13, 2021 – Regular Meeting** to begin at 5:30 p.m. in the Auditorium of the JSHS

**N. MOTION FOR ADJOURNMENT**

28. **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 6:39 p.m.

Respectfully submitted:

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

Supporting documents may be found in supplemental file dated August 9, 2021.