

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

REGULAR MEETING
December 6, 2021 – 5:30 p.m.

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

Preliminary
AGENDA

REGULAR MEETING – 5:30 P.M.

Call to Order – Pledge of Allegiance

A. APPROVAL OF AGENDA

B. PRESENTATION – *2021 Annual Fire Inspection Report* presented by Mr. John Warneck – NCE Environmental Consultants

C. PUBLIC COMMENT REQUESTS

D. CONSENT AGENDA

1. Approval of Minutes as listed:
 - November 8, 2021 – Regular Meeting
2. Approval of Buildings and Grounds Requests as listed:
 - JSHS weight room – Wednesdays from December 1, 2021 to April 6, 2022 – 7:00 p.m. to 8:15 p.m. – Dexter Pop Warner cheer practice
 - JSHS weight room – Tuesdays and Thursdays from December 1, 2021 to April 6, 2022 – 7:00 p.m. to 8:15 p.m. – Dexter Pop Warner Jr. Pee Wee cheer practice
3. Approval of Conferences and Workshops as listed:
 - Barbara J. Case – Jefferson Lewis School Board Association Workshop – *Superintendent/Board Roles & Responsibilities*” presented by Barry Entwistle of NYSSBA – December 2, 2021 – JLBOCES or Virtual
 - Lisa K. Smith – Jefferson Lewis School Board Association Workshop – *Superintendent/Board Roles & Responsibilities*” presented by Barry Entwistle of NYSSBA – December 2, 2021 – JLBOCES or Virtual
 - Sandra Young Klindt – Jefferson Lewis School Board Association Workshop – *Superintendent/Board Roles & Responsibilities*” presented by Barry Entwistle of NYSSBA – December 2, 2021 – JLBOCES or Virtual
4. Approval of Conferences and Workshops as per *My Learning Plan Report*
5. Approval of Financial Reports / Warrants – October 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
3. Staff Member Presentations

Items for Board Information/Discussion

4. Board Information / Discussion – Policy Review
 - **1st Reading: Policy #3460 – Diversity, Equity and Inclusion in Public Education draft**
5. Board Information/Discussion – 1st Quarter Marking Period Data – Jr./Sr. High School

Items for Board Discussion/Action

6. Board Action – Approval is requested for the **Corrective Action Plan (CAP)** for the 2020-2021 fiscal year.

7. Board Action – Approval is requested for the following **Resolution for Lead Evaluator of Teacher:**
WHEREAS, the Board of Education has been provided evidence that the following have completed training which meets the requirements of 8 NYCRR 30-2.9 and the GBCSD Annual Professional Performance Review Plan for certification as a Lead Evaluator of Teachers, and upon recommendation of the Superintendent of Schools, the following be certified as Lead Evaluator of Teachers:

- Kathaleen Beattie (11/10/2021)

8. Board Action – Approval is requested for the **Spending Plan Development Schedule** for the 2022-2023 school year.

9. Board Action – Approval is requested for the **Committee on Special Education Reports**

F. ITEMS FOR BOARD ACTION – PERSONNEL

10. Board Action – Retirements:

Name	Position	Effective Date
Nancy K. Hardwick	Elementary Teacher	07/01/2022
Martha McIntosh	UPK Teacher	07/01/2022

11. Board Action – Resignations:

Name	Position	Effective Date
Monique Merchant	Teacher Aide	12/23/2021

12. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Virginia M. Devine	Substitute Nurse	\$20.45 hourly	n/a	Emergency appt. eff. 12/01/2021
Richard L. Mentry	Substitute Cleaner	\$12.90 hourly	n/a	12/07/2021
Brendon M. Scordo	Substitute Teacher	\$95 daily	n/a	12/07/2021
Kelly L. Henderson	Elementary Teacher	\$59,715 annually (Step 11, MB+39)	4-year probationary tenure appt. in the area of Elementary Education	12/07/2021
David P. Jenner	Substitute Teacher	\$95 daily	n/a	12/07/2021
Brandon C. Farr	Substitute Teacher	\$95 daily	n/a	12/07/2021
Amber Gorden	Substitute Teacher	\$95 daily	n/a	12/07/2021
David R. Fleming	Substitute Bus Driver	\$17.36 hourly	Conditional appointment eff. 12/07/2021 or upon successful completion of administrative prerequisites in accordance with 19-A regulations.	Conditional 12/07/2021
Nathan S. Jaring	Substitute Teacher	\$100 daily	n/a	12/07/2021
Mallory R. Marks	Substitute Teacher	\$95 daily	n/a	12/07/2021
Makenzie Goutremout	Substitute Teacher	\$100 daily	n/a	12/07/2021
Mark B. Frickman	Substitute Aide	\$12.90 hourly	n/a	
	Asst. Trans. Director	\$60,000 annually	52-week provisional appointment	12/28/2021

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

13. 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 Winter 2021-2022	Coaching Certification	Effective Date
Chelsea V. VanTassel	Basketball Girls' Modified-8 th Gr.	Temporary Coaching License****	01/04/2022
Brett Neddo	Basketball Girls' Modified-7 th Gr.	Teacher Coach*	01/04/2022
Nicholas Nortz	Basketball Boys' Modified-7 th Gr.	Teacher Coach*	01/04/2022

(B) **UNPAID** Coaching Appointments:

Name	Sport / Season Winter 2021-2022	Coaching Certification	Effective Date
Brett Neddo	Basketball Boys' Varsity Assistant	*Teacher Coach	Emergency appt. eff. 11/15/2021

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 ****

H. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE

14. 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:

- **Virginia M. Devine** – Substitute Nurse
- **Richard L. Mentry** – Substitute Cleaner
- **Brendon M. Scordo** – Substitute Teacher
- **David P. Jenner** – Substitute Teacher
- **Brandon C. Farr** – Substitute Teacher
- **Chelsea V. VanTassel** – Coach
- **Nathan S. Jaring** – Substitute Teacher
- **Mallory R. Marks** – Substitute Teacher
- **Mackenzie Goutremout** – Substitute Teacher
- **Mark B. Frickman** – Assistant Transportation Director

I. SUPERINTENDENTS’ REPORTS

- 15. Assistant Superintendent Smith
- 16. Superintendent Case

J. CORRESPONDENCE & UPCOMING EVENTS

- 17. Correspondence Log

K. ITEMS FOR NEXT MEETING

- 18. **January 10, 2022 – Regular Meeting** to begin at 5:30 p.m.

L. MOTION FOR ADJOURNMENT

- 19. **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
17643 Cemetery Road - P.O. Box 500 - Dexter, New York 13634

REGULAR MEETING
November 8, 2021
Jr.-Sr. High School Auditorium

COVID-19 physical distancing guidelines were followed.

Unapproved
MINUTES

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

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

OTHERS PRESENT – Barbara J. Case, Superintendent; Lisa K. Smith, Assistant Superintendent; Debra L. Bennett, District Clerk; Gary Grimm, Operations/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; Michael Parobeck, Network Administrator; Joseph Watson, Director of Facilities; Faculty, Students and Community Members

A. APPROVAL OF AGENDA

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

B. PRESENTATION - Daniel Hodge performed the song "*Beautiful City*" from the musical "*Godspell*"

C. PUBLIC HEARING – *District-Wide Safety Plan* – There were no comments or questions.

D. AUDIT COMMITTEE MEETING – See Audit Committee Meeting agenda for presentation of the Independent Auditors' Report

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 2020-2021***, as presented by Bowers & Company.

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

E. PUBLIC COMMENT REQUESTS – No requests at this time.

F. 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 Klindt, with motion approved 6-0.

1. Approval of Minutes as listed:

- October 4, 2021 – Regular Meeting

2. Approval of Buildings and Grounds Requests as listed:

- JSHS new gymnasium / weight room – October 20, 2021 – GB Cheer Program – Showcase for Varsity/Modified

- JSHS Fisher Field – Belleville Henderson CSD – November 3-5, 2021 – Boys' Varsity soccer practice

3. Approval of Conferences and Workshops as listed:

- Julia LaVere – Non Violent Crisis Prevention Training the Trainer – Jefferson-Lewis BOCES – October 19, 25, and 26, 2021

- Barbara J. Case – JLSBA Workshop – "Student Mental Health" presented by Dr. Samuel Rubenzahl, Ph.D. – October 21, 2021

- Rebecca L. Flath – nVISION-Year End User Group – virtual – November 8, 2021

- Kristi Bice – Financial User Group-Year End Processing-Part 2 – virtual – November 9, 2021

4. Approval of Conferences and Workshops as per *My Learning Plan Report*

5. Approval of Financial Reports / Warrants – June/July/August/September 2021

G. REGULAR AGENDA

Other Discussion and Action Items:

Board Member Reports/Staff Member Reports and Presentations

1. Comments / Information shared by Board Members
 - Ms. Hurley spoke regarding the JLSBA presentation by Dr. Samuel Runenzahl on October 21st.
 - Mrs. Klindt shared information from the NYSSBA Annual Education Convention (virtual). Workshops will be available for viewing on the NYSSBA website.
 - Mr. Romano, NYSSBA Delegate, shared information regarding the review and voting on proposed resolutions at the NYSSBA Annual Business Meeting. Three hundred delegates acted on 23 resolutions, approving 17.
2. Staff Member Reports
 - Ms. Beattie shared information regarding the Youth Advisory Panel. We have a student serving a two-year term.
 - Mr. Ramie shared information regarding the Musical, as well as upcoming holiday band and choral events.
 - Mr. Folino shared that all teams are performing amazingly, with the Cheerleading team finishing 4th in the sectionals. Also, Auora Jarvie, swimming at South Jefferson CSD, placed 2nd in the 500 freestyle and 5th in the 200 IM. She was also on the winning 400 freestyle relay team, setting a league championship mark of 3:57:55.
 - Mrs. Nabinger shared that she and Mrs. Nohle have been supporting inclusion and equity with regard to holiday celebrations. Family and student responses have been very positive.
 - Mr. Grimm shared that the bus drivers are trying very hard to be in attendance due to staff shortages, including changing personal appointments. He also shared that our food service personnel are working extremely hard, and participation in the lunch program has been excellent.
3. Staff Member Presentations – None at this time.

Items for Board Information/Discussion

4. Board Information – There will be an Overnight Field Trip Sporting Event for Varsity Boys' Wrestling in Satatoga, NY on January 7-8, 2022.
5. Board Information – Invitation to attend Jefferson-Lewis School Boards Association Hybrid Presentation – Superintendent / Board Roles and Responsibilities will be presented by Barry Entwistle, Director of Member Relations NYSSBA – December 2, 2021 at 6:00 p.m. in-person or via Webex.

Items for Board Discussion/Action

6. Board Action – Approval is requested for the following “CRRSA” resolution:
Motion for approval by Natalie Hurley, seconded by Jamie Lee, with motion approved 6-0.

WHEREAS, the Board of Education of the General Brown Central School District (“Board”) is considering to undertake a project involving renovations to its existing Brownville-Glen Park Elementary, Dexter Elementary, and High School Buildings the project includes upgrades to existing mechanical including heating system piping, boiler replacements, ventilation system improvement and mechanical systems controls (“the Project”); and

WHEREAS, the Board intends to fund the Project with monies received under the federal Coronavirus Response and Relief Supplemental Appropriations Act (“CRRSA”) in the amount of \$1,243,597 per the District’s application therefore; and

WHEREAS, the Board’s approval of the Project is necessary in order for the District’s architects, BCA Architects & Engineers, to file the necessary paperwork for approval of the Project by the New York State Education Department’s Office of Facilities Planning;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the District is hereby authorized to undertake the necessary work described above utilizing the CRRSA funding in the amount of \$1,243,597 and to expend an amount not to exceed \$1,243,597 for this purpose.

7. Board Action – Approval is requested for the adoption of the **2021-2022 District GOALS**
Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 6-0.

8. Board Action – Approval is requested for the adoption of the **District-Wide Safety Plan** for the 2021-2022 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 Natalie Hurley, seconded by Tiffany Orcesi, with motion approved 6-0.
9. Board Action – Approval is requested for the **Long Range Financial Plan and Fund Balance Management** for 2021-2022. Motion for approval by Jamie Lee, seconded by Sandra Klindt, with motion approved 6-0.
10. Board Action – Approval is requested for the **Final School Tax Collector Report and Warrant** including approval of an **Application for Corrected Tax Roll** as follows:
 - Parcel 63.00-1-15.5 Tammy Darou – Error in essential fact / Assessor failed to value improvements on parcel. Current billing \$79.71 / Corrected billing \$1961.40 per Jefferson County Office of Real Property
 Motion for approval by Natalie Hurley, seconded by Albert Romano, motion approved 5-0 with Mrs. Lee abstaining.
11. Board Action – Approval is requested to accept a **donation of \$250 from Community Bank, N.A.** in support of the District’s Backpack Program. Motion for approval by Natalie Hurley, seconded by Jamie Lee, with motion approved 6-0.
12. Board Action – Approval is requested for **2021-2022 Substitute Instructional and Non-Instructional Personnel Item #11-D**, as continued from the Organizational meeting held July 1, 2021:
 - **Nancy J. (Ramsdell) Charlabois** – Substitute Interpreter
 - **Sally Walters** – Substitute Teacher
 Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 6-0.
13. Board Action – Approval is requested for **Nathan Ward** and **Nathaniel Gray** to participate with the **Immaculate Heart Central School District Hockey Team for the 2021-2022 season**, contingent upon parents signing a statement releasing General Brown Central School District from all liability, transportation and equipment costs, any other fees where applicable, and provided COVID-19 restrictions are conducive to this request. Motion for approval by Tiffany Orcesi, seconded by Sandra Klindt, with motion approved 6-0.
14. Board Action – Approval is requested for the **Committee on Special Education Reports**. Motion for approval by Jamie Lee, seconded by Albert Romano, with motion approved 6-0.

H. ITEMS FOR BOARD ACTION – PERSONNEL – TENURE

15. Board Action – **BE IT RESOLVED**, that upon the recommendation of the Superintendent of School, the Board of Education of the General Brown Central School District **hereby takes action to grant tenure to Staci Martin in the tenure area of Elementary Education, effective December 4, 2021.** Motion for approval by Sandra Klindt, seconded by Natalie Hurley, with motion approved 6-0.

I. ITEMS FOR BOARD ACTION – PERSONNEL

16. Board Action – Approval is requested for the **Management/Confidential Handbook** as revised. Motion for approval by Albert Romano, seconded by Tiffany Orcesi, with motion approved 6-0.
17. Board Action – Approval is requested to increase the long-term substitute certified teacher rate to \$140 per day, and to establish a daily substitute rate of \$140 for retired certified teachers. Motion for approval by Natalie Hurley, seconded by Sandra Klindt, with motion approved 6-0.

J. ITEMS FOR BOARD ACTION – PERSONNEL - continued

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

18. Board Action – Retirements: none

19. Board Action – Resignations:

Name	Position	Effective Date
Jason Valentin	Asst. Transportation Director	11/14/2021

20. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Cindy L. Parker	Substitute Teacher	\$95 daily	n/a	Emerg. appt. eff. 10/06/2021
Luke M. James	Substitute Teacher	\$95 daily	n/a	Emerg. appt. eff. 10/21/2021
Randy VanTassel	Substitute Bus Driver	\$17.36 hourly	n/a	Emerg. appt. eff. 10/25/2021
Lucas W. Goodwin	Substitute IT Technician	\$20.00 hourly	n/a	Emerg. appt. eff. 10/25/2021
Christopher Beebe	Sub Teacher/Sub Aide	\$95 daily/\$12.90 hourly	n/a	Emerg. appt. eff. 10/26/2021
Kaylynn N. Raso	Substitute Teacher	\$95 daily	n/a	Emerg. appt. eff. 10/29/2021
Sheryl Gail S. Millan	Substitute Teacher	\$100 daily	n/a	Emerg. appt. eff. 10/29/2021
Randy VanTassel	4-Hour Bus Driver	\$17.36 hourly	n/a	Emerg. appt. eff. 11/01/2021
Julie K. Covey	Substitute Teacher	\$100 daily	n/a	Emerg. appt. eff. 11/04/2021
Chen Jiang	Sub Teacher/Aide/Sub FSH	\$100 daily/\$12.90 hourly	n/a	Emerg. appt. eff. 11/04/2021
Nicholas R. Robinson	Substitute Teacher	\$95 daily	n/a	Emerg. appt. eff. 11/04/2021
Alicia Shannon	Sub Aide/Sub Food Service	\$12.90 hourly	n/a	Emerg. appt. eff. 11/04/2021
Amanda M. Stein	Sub Teacher/Sub Aide	\$95 daily/\$12.90 hourly	n/a	Emerg. appt. eff. 11/04/2021
Lisa J. Lane	Substitute Teacher	\$140 daily	n/a	Emerg. appt. eff. 11/05/2021
Mary-Ann Lanham-Livingston	4-Hour Food Service Helper	\$13.20 hourly	n/a	11/09/2021
Lori Plantz	Substitute Aide	\$12.90 hourly	n/a	11/09/2021
Michele M. Groff	Account Clerk	\$15.98 hourly	1-yr prob. appt.	11/09/2021
Jon E. Bick	Inclusion Coach	\$350 daily	n/a	11/09/2021
Cathy Lawlee	Substitute Teacher	\$95 daily	n/a	11/09/2021
Kristin M. Matteson	Teacher Assistant	\$24,600 annually-Step 11	3-yr prob. appt. TA	11/29/2021

K. **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 Jamie Lee, seconded by Sandra Klindt, with motion approved 6-0.

(A) **PAID** Coaching Appointments:

Name	Sport / Season Winter 2021-2022	Coaching Certification	Effective Date
Philip Jenner	Modified Wrestling	Teacher Coach	Emergency appt. eff. 10/27/2021
Janelle Ferris	Varsity Basketball-Girls'	Teacher Coach	11/15/2021
Brian Nortz	Jr. Varsity Basketball-Girls'	Teacher Coach	11/15/2021
Matthew Fiske	Varsity Basketball-Boys'	Teacher Coach	11/15/2021
Shawn McManaman	Jr. Varsity Basketball-Boys'	Temporary Coaching 1 st Renewal	11/15/2021
Michael Hartle	Varsity Wrestling	Teacher Coach	11/15/2021
Carrie LaSage	Varsity Volleyball	Teacher Coach	11/15/2021
Timothy J. Corbett	Jr. Varsity Volleyball	Professional Coaching License	11/15/2021
Ryan T. Snow	Jr. Varsity Wrestling	Teacher Coach	11/15/2021
Jared Knowlton	Modified Basketball-Boys'	Teacher Coach	01/04/2022

(B) **UNPAID** Coaching Appointments:

Name	Sport / Season Winter 2021-2022	Coaching Certification	Effective Date
Michael Hartle	Modified Wrestling Asst.	Teacher Coach	Emergency appt. eff. 10/27/2021
Lindsay Hanson	Varsity Basketball-Girls' Asst.	Teacher Coach	11/15/2021
Jeffrey Wiley	Jr. Varsity Basketball-Girls' Asst.	Temporary Coaching License 1 st Renewal	11/15/2021
Chad O. Snow	Varsity Wrestling Assistant	Professional Coaching License	11/15/2021
Amy O'Riley	Varsity Volleyball Assistant	Teacher Coach	11/15/2021
Nicholas Nortz	Varsity Basketball-Boys' Asst.	Teacher Coach	11/15/2021

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 ****

L. 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:

- **Timothy J. Corbett** – Coach
- **Luke M. James** – Substitute Teacher
- **Lucas W. Goodwin** – Substitute IT Tech
- **Kaylynn N. Raso** – Substitute Teacher
- **Sheryl Gail S. Millan** – Substitute Teacher
- **Michele M. Groff** – Account Clerk
- **Ryan T. Snow** – Coach
- **Kristin M. Matteson** – Teacher Assistant
- **Julie K. Covey** – Substitute Teacher
- **Chen Jiang** – Substitute Aide
- **Nicholas R. Robinson** – Substitute Teacher
- **Alicia Shannon** – Substitute Aide
- **Amanda M. Stein** – Substitute Teacher
- **Jon E. Bick** - Teacher

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

M. SUPERINTENDENTS' REPORTS

23. Assistant Superintendent Smith expanded upon the Audit Report regarding our fund balance.

24. Superintendent Case shared that we have scheduled a vaccination clinic for 5-11 year olds. Information will be provided to families as soon as it's available. Mrs. Case shared that we are in our third week of testing unvaccinated staff members. Testing is going well. She also shared that there have been 7 more positive cases in the District since she shared her report on Friday. She asked that Board save the date, (July 11, 2022), for a Board Retreat with Mr. Jason Andrews. Planning is also underway for strategic planning next fall. There will be a screening tool on the website for sports attendees to complete prior to attending any winter sports event.

N. CORRESPONDENCE & UPCOMING EVENTS

25. Correspondence Log

O. ITEMS FOR NEXT MEETING

26. **December 6, 2021 – Regular Meeting** to begin at 5:30 p.m.

P. MOTION FOR ADJOURNMENT

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

Motion for approval by Natalie Hurley, seconded by Tiffany Orcesi, with motion approved 6-0. Time 7:10 p.m.

Respectfully submitted:

Debra L. Bennett, District Clerk

My Learning Plan Report for BOE approval 12/6/2021

Building_N	Last_First_Name	Activity_Title	Start_Date	End_Date
DISTRICT	Beattie, Kathaleen	Instructional Technology Leadership Training	9/2/2021	9/2/2021
DISTRICT	Beattie, Kathaleen	Overview of the ELL ID Process (Virtual)	10/25/2021	10/25/2021
DISTRICT	Beattie, Kathaleen	Transition in the IEP	10/27/2021	10/27/2021
DISTRICT	Beattie, Kathaleen	Lead Evaluator Recertification	11/10/2021	11/10/2021
DISTRICT	Beattie, Kathaleen	ONLINE: ELL Program Administrators Meeting (4)	5/17/2022	5/17/2022
JR-SR HS	BERNIER, JOSE	Grading for Equity Book Study - Session 2	12/1/2021	12/1/2021
DISTRICT	BICE, KRISTI	Financial User Group: Calendar Year End Processing - Part 2	11/9/2021	11/9/2021
DISTRICT	CASE, BARBARA	Data Protection Officer User Group	11/2/2021	11/2/2021
DISTRICT	CASE, BARBARA	JL BOCES Superintendents' Retreat	11/4/2021	11/5/2021
BGP	COMINS, LORRAINE	General Brown - SDI Work	9/2/2021	9/2/2021
JR-SR HS	COTTRELL, HANNAH	Family and Consumer Science PLC (virtual)	11/30/2021	11/30/2021
JR-SR HS	CUDDEBACK, MARJORIE	Developing and Strengthening Teacher and Student Relationships: 9/27/21 - 10/4/2	9/27/2021	9/27/2021
JR-SR HS	CUDDEBACK, MARJORIE	Educators Helping Educators - Recorded Sessions for You	10/12/2021	10/12/2021
JR-SR HS	CUDDEBACK, MARJORIE	Fine Arts Standards - An Overview	12/1/2021	12/1/2021
JR-SR HS	DETTMER, SABRINA	Developing and Strengthening Teacher and Student Relationships: 9/27/21 - 10/4/2	9/27/2021	9/27/2021
JR-SR HS	DETTMER, SABRINA	Developing Engaging Tasks to Support Student Empowerment: 10/4 - 10/18	10/4/2021	10/4/2021
JR-SR HS	DETTMER, SABRINA	Effective Feedback for Strengthening Student Learning: 10/18 - 10/25	10/18/2021	10/18/2021
JR-SR HS	DETTMER, SABRINA	The 7 Habits of Highly Effective People: 11/8/21 - 11/22/21	11/8/2021	11/8/2021
DEXTER	DILLABOUGH, TASHA	Instructional Technology Leadership Training	9/2/2021	9/2/2021
DEXTER	DILLABOUGH, TASHA	The Science of Reading: Foundational Knowledge and Skills Series	1/20/2022	1/27/2022
DEXTER	DUPEE, KRISTA	General Brown - SDI Work	9/2/2021	9/2/2021
BGP	FAHEY, KELLEY	Instructional Technology Leadership Training	9/2/2021	9/2/2021
BGP	FAHEY, KELLEY	General Brown - SDI Work	9/2/2021	9/2/2021
DISTRICT	FLATH, REBECCA	Financial User Group: Calendar Year End Processing - Part 1	11/8/2021	11/8/2021
JR-SR HS	Folino, Joseph	Secondary Principals Meeting	11/9/2021	11/9/2021
JR-SR HS	Folino, Joseph	Secondary Principals Meeting	12/14/2021	12/14/2021
BGP	Foss, Kimberly	Back to School with Sora	10/14/2021	10/14/2021
DEXTER	Foss, Kimberly	Back to School with Sora	10/14/2021	10/14/2021
DEXTER	Gerstenschlager, Jenna	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	Gerstenschlager, Jenna	Effective Teaching Level 1	3/1/2022	4/19/2022
BGP	HAMILTON, DIONNE	General Brown - SDI Work	9/2/2021	9/2/2021
BGP	HAMILTON, DIONNE	Grading for Equity Book Study - Session 2	12/1/2021	12/1/2021
JR-SR HS	Hanson, Lindsay	Instructional Technology Leadership Training	9/2/2021	9/2/2021
JR-SR HS	Hanson, Lindsay	General Brown - SDI Work	9/2/2021	9/2/2021

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BGP	HARDWICK, NANCY	Developing and Strengthening Teacher and Student Relationships: 9/27/21 - 10/4/2	9/27/2021	9/27/2021
DEXTER	HARDWICK, NANCY	Developing and Strengthening Teacher and Student Relationships: 9/27/21 - 10/4/2	9/27/2021	9/27/2021
BGP	HARDWICK, NANCY	Developing Engaging Tasks to Support Student Empowerment: 10/4 - 10/18	10/4/2021	10/4/2021
DEXTER	HARDWICK, NANCY	Developing Engaging Tasks to Support Student Empowerment: 10/4 - 10/18	10/4/2021	10/4/2021
BGP	HARDWICK, NANCY	Using Social Emotional Apps for SEL	10/21/2021	10/21/2021
DEXTER	HARDWICK, NANCY	Using Social Emotional Apps for SEL	10/21/2021	10/21/2021
BGP	HARDWICK, NANCY	OurStoryBridge: Connecting the Past and the Present	10/27/2021	10/27/2021
DEXTER	HARDWICK, NANCY	OurStoryBridge: Connecting the Past and the Present	10/27/2021	10/27/2021
BGP	HARDWICK, NANCY	Effective Teaching Level 1	3/1/2022	4/19/2022
DEXTER	HARDWICK, NANCY	Effective Teaching Level 1	3/1/2022	4/19/2022
DEXTER	HARTLE, MICHAEL	Introduction to the New Physical Education Standards	9/29/2021	9/29/2021
BGP	HUNT, AYESHA	Grading for Equity Book Study - Session 2	12/1/2021	12/1/2021
JR-SR HS	JENNER, PHILIP	General Brown - SDI Work	9/2/2021	9/2/2021
JR-SR HS	Johnson, Wendy	Introduction to The Behavior Pathway	12/2/2021	12/2/2021
JR-SR HS	Johnson, Wendy	Safe Schools for LGBTQ+ Students: It Takes A Village	12/6/2021	12/6/2021
DEXTER	Jones, Ashley	The Science of Reading: Foundational Knowledge and Skills Series	1/20/2022	1/27/2022
DEXTER	KEENAN, KATHRYN	The Science of Reading: Foundational Knowledge and Skills Series	1/20/2022	1/27/2022
BGP	KETCHAM, HELEN	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	KIECHLE, ALICIA	The Science of Reading: Foundational Knowledge and Skills Series	1/20/2022	1/27/2022
JR-SR HS	LABIENDO, LINDSAY	Grading for Equity Book Study - Session 2	12/1/2021	12/1/2021
JR-SR HS	LASAGE, CARRIE	The 7 Habits of Highly Effective People: 11/8/21 - 11/22/21	11/8/2021	11/8/2021
JR-SR HS	LASAGE, CARRIE	SLS Council Meeting	12/1/2021	12/1/2021
JR-SR HS	LASAGE, CARRIE	SLS Communication Coordinator Meeting	12/8/2021	12/8/2021
BGP	LaVere, Julia	Erin's Law	9/29/2021	9/29/2021
JR-SR HS	Longamore, Katelyn	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	LOTHROP, ASHLEY	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	LOTHROP, ASHLEY	The Science of Reading: Foundational Knowledge and Skills Series	1/20/2022	1/27/2022
DEXTER	MARTIN, STACI	Grading for Equity Book Study - Session 2	12/1/2021	12/1/2021
JR-SR HS	MENAPACE, SUSAN	Instructional Technology Leadership Training	9/2/2021	9/2/2021
JR-SR HS	MENAPACE, SUSAN	General Brown - SDI Work	9/2/2021	9/2/2021
JR-SR HS	Mesires, Maria	Grading for Equity Book Study - Session 2	12/1/2021	12/1/2021
BGP	Nabinger, Melissa	Elementary Principals Meeting	9/14/2021	9/14/2021
BGP	Nabinger, Melissa	Elementary Principals Meeting	10/12/2021	10/12/2021
BGP	Nabinger, Melissa	Let's Talk about Data	10/28/2021	1/13/2022
BGP	Nabinger, Melissa	APL Supervision for Administrators	12/10/2021	12/17/2021
JR-SR HS	NEWVINE, STEPHANIE	Seal of Biliteracy Meeting	1/18/2022	1/18/2022
JR-SR HS	NEWVINE, STEPHANIE	World Language Assessment Committee Meeting	2/16/2022	2/16/2022

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JR-SR HS	NEWVINE, STEPHANIE	Seal of Biliteracy Meeting	4/6/2022	4/6/2022
JR-SR HS	NEWVINE, STEPHANIE	Seal of Biliteracy Meeting	5/9/2022	5/9/2022
BGP	NICHOLS, SHERI	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	Nohle, Laurie	Let's Talk about Data	10/28/2021	1/13/2022
DEXTER	Nohle, Laurie	APL Supervision for Administrators	12/10/2021	12/17/2021
JR-SR HS	O'Brien, Allison	General Brown - SDI Work	9/2/2021	9/2/2021
JR-SR HS	O'Brien, Allison	Transition in the IEP	10/27/2021	10/27/2021
JR-SR HS	O'Brien, Allison	Transition Assessment Training	11/2/2021	11/2/2021
BGP	Orcesi, Mauro	Effective Teaching Level 1	3/1/2022	4/19/2022
JR-SR HS	O'RILEY, AMY	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	PACINI, MISTY	The Science of Reading: Foundational Knowledge and Skills Series	1/20/2022	1/27/2022
BGP	PAIGE, MARY	Instructional Technology Leadership Training	9/2/2021	9/2/2021
DEXTER	PARKER, STEPHANIE	General Brown - SDI Work	9/2/2021	9/2/2021
DISTRICT	PAROBECK, MICHAEL	Data Warehouse Fall Workshop	10/5/2021	10/5/2021
DISTRICT	PAROBECK, MICHAEL	NYSED Technology Plan User Group	10/6/2021	10/6/2021
DISTRICT	PAROBECK, MICHAEL	Technology Leadership Meeting - Virtual	10/13/2021	10/13/2021
DISTRICT	PAROBECK, MICHAEL	Lightspeed Relay Regional Training	10/27/2021	10/27/2021
DISTRICT	PAROBECK, MICHAEL	Data Protection Officer User Group	11/2/2021	11/2/2021
DISTRICT	PAROBECK, MICHAEL	ClassLink: Virtual Learning Event	12/8/2021	12/8/2021
JR-SR HS	RAMIE, DAVID	Instructional Technology Leadership Training	9/2/2021	9/2/2021
JR-SR HS	RAMIE, DAVID	Secondary Principals Meeting	9/14/2021	9/14/2021
JR-SR HS	RAMIE, DAVID	Secondary Principals Meeting	10/12/2021	10/12/2021
JR-SR HS	RAMIE, DAVID	Secondary Principals Meeting	11/9/2021	11/9/2021
JR-SR HS	RAMIE, JENNIFER	General Brown - SDI Work	9/2/2021	9/2/2021
JR-SR HS	SEYMOUR, FRANCES	Instructional Technology Leadership Training	9/2/2021	9/2/2021
DEXTER	Slate, Gabrielle	Effective Teaching Level 1	3/1/2022	4/19/2022
JR-SR HS	SMITH, AMY	General Brown - SDI Work	9/2/2021	9/2/2021
DISTRICT	SMITH, LISA	Assistant Superintendents Meeting	11/9/2021	11/9/2021
JR-SR HS	ST. PIERRE, KATIE	General Brown - SDI Work	9/2/2021	9/2/2021
JR-SR HS	Stephens, Elizabeth	Developing and Strengthening Teacher and Student Relationships: 9/27/21 - 10/4/2	9/27/2021	9/27/2021
JR-SR HS	Stephens, Elizabeth	Developing Engaging Tasks to Support Student Empowerment: 10/4 - 10/18	10/4/2021	10/4/2021
JR-SR HS	Taylor, Rebecca	General Brown - SDI Work	9/2/2021	9/2/2021
JR-SR HS	Taylor, Rebecca	Developing and Strengthening Teacher and Student Relationships: 9/27/21 - 10/4/2	9/27/2021	9/27/2021
JR-SR HS	Taylor, Rebecca	Meeting the Needs of Students Through Assessments while Supporting and Encou	10/25/2021	10/25/2021
BGP	Tibbles, Kelsey	Effective Teaching Level 1	3/1/2022	4/19/2022
DEXTER	TYO, LISA	Instructional Technology Leadership Training	9/2/2021	9/2/2021
DEXTER	TYO, LISA	General Brown - SDI Work	9/2/2021	9/2/2021

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BGP	VODICKA, MARY	Instructional Technology Leadership Training	9/2/2021	9/2/2021
BGP	WIDRICK, ALISON	General Brown - SDI Work	9/2/2021	9/2/2021
BGP	WORDEN, DEXTER	The National Reading Panel Report: Implications for Instruction	11/19/2021	11/19/2021
JR-SR HS	Yerdon, Alexiah	Grading for Equity Book Study - Session 2	12/1/2021	12/1/2021
DEXTER	Yodice, Wendy	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	Yodice, Wendy	The Science of Reading: Foundational Knowledge and Skills Series	1/20/2022	1/27/2022
DEXTER	Yodice, Wendy	Effective Teaching Level 1	3/1/2022	4/19/2022
DEXTER	ZEHR, TINA	General Brown - SDI Work	9/2/2021	9/2/2021
DEXTER	ZEHR, TINA	The Science of Reading: Foundational Knowledge and Skills Series	1/20/2022	1/27/2022

GENERAL COMMITMENTS

DIVERSITY, EQUITY AND INCLUSION IN PUBLIC EDUCATION

I. Statement of Policy

A. Recognizing Diversity

The Board of Education recognizes that the students we serve come from a community that is diverse in many ways, including race, color, ethnicity, nationality, religion, socioeconomic status, veteran status, educational attainment, marital status, language, age, gender, gender expression, gender identity, sexual orientation, mental and physical ability, genetic information, and learning styles. Each student reflects an individual amalgam of these identities, and it is the goal of the District to deliver differentiated instruction, and to interact with our community, in a manner that recognizes each individual's background.

B. Including All Viewpoints

The Board of Education recognizes that to meet the goal of fully serving our community's diverse members, it is important to take action toward ensuring that the experiences and viewpoints of all different backgrounds are included in the District's educational programs and also in public discussions about the District's goals, strategies, and operations.

C. Providing Opportunities Equitably

The Board of Education commits the District to providing public education to its diverse community in an equitable manner, recognizing that assuring fair treatment, access, opportunity, and advancement for all requires an ongoing alertness to identify and eliminate barriers that may have hindered the full participation of individuals sharing one or multiple identities.

II. Areas of Focus

A. Teaching and Learning

The Superintendent shall lead the District's administrators, instructional staff, and noninstructional staff in identifying and implementing practices that will enable the District to reach these goals of providing full and equitable opportunities to learn for all students:

1. Instructional Practices

- a. using inclusive and culturally responsive curricula in all content areas;

GENERAL COMMITMENTS

DIVERSITY, EQUITY AND INCLUSION IN PUBLIC EDUCATION

- b. using books and instructional materials that are inclusive and culturally responsive;
 - c. implementing pedagogical practices and choosing professional development opportunities that support inclusion and cultural responsiveness; and
 - d. using multiple assessment measures to support inclusion and cultural responsiveness.
2. Diverse Schools and Learning Opportunities
- a. ensure coursework, programs, and activities are accessible to all students, regardless of their disability status, native language, income level, or any other status;
 - b. identify creative ways to enhance the level of diversity across all potential identities within school buildings and when making classroom groupings.
3. Student Supports, Discipline, and Wellness
- a. focus on the well-being of the whole child by always considering, and providing student support systems for, all developmental pathways;
 - b. implement programs and practices that enhance all students' self-identity, self-confidence, and self-esteem; and
 - c. implement the District's Code of Conduct and related discipline practices on a non-discriminatory basis.
- B. Family and Community Engagement

Community support is essential to maintaining a vibrant public education program, and family engagement is an important determinant of student success. The District is committed to building community and family engagement and will conduct its engagement practices to build mutual trust, confidence, and respect.

GENERAL COMMITMENTS

DIVERSITY, EQUITY AND INCLUSION IN PUBLIC EDUCATION

C. Workforce Diversity

Exposing students to a diverse range of school leaders, teachers, and school support staff can offer role models for students, reduce stereotypes, and prepare students for an increasingly global society. Consistent with the District’s goal of offering a quality educational experience for its students, when filling a vacancy the District shall take steps to ensure that a broad cross-section of our community is made aware of the opportunity and, when searches extend beyond our community, shall take steps to ensure that the opportunity is advertised to a diverse audience of potential candidates.

III. Inclusion of Community Viewpoints

- A. The Board authorizes the creation of a District Committee on Diversity, Equity and Inclusion that is representative of all stakeholders including students. The Board shall appoint at least one of its members to be a liaison to the Committee.
- B. The Committee shall be chaired by the Superintendent of Schools or their designee. The members of the Committee shall be appointed by the Board upon the recommendation of the Superintendent. The size of the Committee shall be large enough to be representative of the diverse identities in the school community, but compact enough to permit reasonable scheduling of meetings and practicable discussion among Committee members at those meetings.
- C. The scope of work of the Committee shall be to develop recommendations to the Superintendent for advancing the District goals described in this Policy.

IV. Communication of Policy

This Policy shall be posted in an accessible part of the District’s website.

General Brown Central School District

Cross Ref: Code of Conduct
Equal Opportunity and Prohibition of Discrimination and Harassment Including Sexual Harassment (General Commitments)
Nondiscrimination in Public Accommodations (General Commitments)
Prohibition of Discrimination and Harassment Including Sexual Harassment in Employment (Section Personnel)
Prohibition of Discrimination and Harassment Including Sexual Harassment and Bullying (Section Students)
Nondiscrimination in and Educational Setting (Section Students)

Adopted: _____

GENERAL BROWN CENTRAL SCHOOL DISTRICT
2022-2023 Spending Plan Development Schedule
Approved by Board of Education ___/___/___

- **November 2021** Distribute budget information and requisition forms to all staff
- **December 2021** Budget Estimate Sheets provided to Building Principals for their review.
- **January 14, 2022** Due date for Budget Request Summary from Building Principal (submit to District Office). This Request Summary is prepared from the Budget Estimate Sheets and compiles all equipment, furniture, major repairs, renovations, textbook needs, or other major requests and indicates priority items for the budget. Staff meetings with administrators on budget will be scheduled.
- During **January, February,** and **March,** the Superintendent of Schools and Assistant Superintendent will review budget items and submit preliminary information on the budget to the Board of Education. Several administrative staff meetings on the budget will be scheduled.
- **February 7, 2022 (BOE Meeting Date)** Preliminary budget forecast and budget assumptions prepared for the Board of Education. Tentative Spending Plan Draft prepared for the Board of Education, and includes proposed revenue and expenses for 2022-2023. Board of Education provides specific input and recommends modifications during **February** and **March.**
- **March 1, 2022** Submit information to calculate Tax Levy Limit on Office of State comptroller's website.
- **March 7, 2022 (BOE Meeting Date)** Tentative Spending Plan Draft prepared for the Board of Education, and includes estimated tax levy impact.
- **March 15, 2022** Deadline date for submittal of any unusual financial considerations identified during March; adjustments will be made to proposed Spending Plan prior to the tentative Board of Education meeting to adopt the budget.
- **April 1, 2022** First Legal Notice of School Budget Hearing and Annual Budget Vote submitted for publication in the District's Official Newspaper; this legal notice must appear four (4) times prior to the Annual Budget Vote, with the first notice published at least 45 days prior to the Annual Budget Vote.
- **April 6, 2022 (BOE Meeting Date)** A final **Proposed Spending Plan Draft** is provided to the Board of Education. Proposed 2022-2023 Spending Plan to be finalized for board resolution and presentation to voters at the Annual District Budget Hearing (May 9, 2022). Annual Budget Vote is scheduled for Tuesday, May 17, 2022 from 12:00 noon to 8:00 P.M. **Approval of 2022-2023 Spending Plan.**
- **April 8, 2022** Second Legal Notice of School Budget Hearing and Annual Budget Vote.
- **April 15, 2022** Third Legal Notice of School Budget Hearing and Annual Budget Vote.
- **April 18, 2022** Deadline for submission of all voter submitted petitions and petitions for nominations of Board candidates to the District Clerk, no later than 5:00 P.M. that day. Drawing for order of candidate listing on ballot is 11:00 A.M. on **April 19, 2022**

- **April 22, 2022** Military Absentee ballots mailed, and Absentee ballots mailed to qualified voters who request one.
- **April 25, 2022** Deadline for submittal of the **Property Tax Report Card** to NYSED and the official newspaper.
- **April 29, 2022** Fourth Legal Notice of School Budget Hearing and Annual Budget Vote.
- **May 2, 2022** 2022-2023 Spending Plan Budget available upon request at all District Buildings.
- **May 9, 2022 (BOE Meeting Date)** Annual Budget Hearing is held at 6:00 PM (following the Regular BOE Meeting at 5:30 PM).
- **May 11, 2022** Deadline to mail School Budget Notice to all qualified voters of the school district after the Budget Hearing but no later than six days prior to Annual Budget Vote.
- **May 17, 2022** A listing of those residents who were given absentee ballots is posted in the District Office. A copy of this listing is posted in the gymnasium on Election Day. Voting machines are prepared for the Annual Vote and Board Election at the High School Gymnasium
- **May 17, 2022** Annual Budget Vote and Election of Board of Education Candidates, from 12:00 noon to 8:00 PM. A Notary Public will swear in Inspectors of Elections prior to voting session.

November 9, 2021

NYS Education Department

This correspondence serves as the District response and corrective action plan for the District's non-compliance with Real Property Tax Law for the 2020-2021 fiscal year.

Condition: The District did not comply with Section 1318 of the Real Property Tax Law which required that no more than 4 percent of the subsequent year's expenditures be retained as unappropriated fund balance from the June 30, 2021 balance.

Recommendation: We recommend District officials review fund balance during the budget process to ensure compliance with Real Property Tax Law. The Board and District Officials should carefully consider the amount of available fund balance and reserves they appropriate to future budgets and retain a reasonable amount of unrestricted fund balance to address unanticipated needs and provide necessary cash flow for operations.

District Response/CAP – *The District has maintained a higher than typical fund balance to protect its programs and services for students from future financial challenges. NYS has hinted of a funding cliff in 2025 when federal stimulus monies are gone. The District finds it necessary to protect itself from unexpected revenue shortfalls. The Board and District Officials will carefully consider the amount of available fund balance and reserves they appropriate to future budgets and retain a reasonable amount of unrestricted fund balance to address unanticipated needs and provide necessary cash flow for operations. The District will utilize some excessive fund balance by establishing a Capital Reserve no later than June 30, 2022*