

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

REGULAR MEETING
February 8, 2021 – 5:30 p.m.

This meeting will be held remotely via WebEx

FINAL
AGENDA

REGULAR MEETING – 5:30 P.M.

Call to Order – Pledge of Allegiance

A. APPROVAL OF AGENDA

B. PRESENTATIONS - None

C. PUBLIC COMMENT REQUESTS – No requests

D. CONSENT AGENDA

1. Approval of Minutes as listed:
 - January 4, 2021 – Regular Meeting
 - January 12, 2021 – Special Meeting
2. Approval of Building and Grounds Requests – none
3. Approval of Conferences and Workshops:
 - Kathaleen Beattie – Title IX Training (virtual) – February 11, 2021
4. Approval of Conferences and Workshops as per *My Learning Plan* report
5. Approval of Financial Reports / Warrants – December 2020

E. REGULAR AGENDA

Other Discussion and Action Items:

Board Member Reports / Staff Member Reports and Presentations

1. Comments / Information and updates from Board Members
2. Staff Member Reports
3. Staff Member Presentations -none

Items for Board Information / Discussion

4. Board Information – Members of the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services (BOCES) whose terms will expire on June 30, 2021 are as follows:
 - Sandra Young Klindt – General Brown Central School District
 - Lynn A. Murray – Copenhagen Central School District
 - Michael F. Young – Lowville Academy & Central School District
5. Board Information – Dr. Sandra Young Klindt’s term serving on the Jefferson-Lewis Board of Cooperative Education Services will expire on June 30, 2021. Dr. Klindt has indicated that she would like to be considered for re-election to the BOCES Board of Education and has asked for Board members’ support. ***Nominations for members to the BOCES Board will be accepted at the March 8, 2021 Board of Education meeting*** and submitted to Jefferson-Lewis BOCES by Tuesday, March 23, 2021.
6. Board Information – Jefferson-Lewis BOCES Component school district Boards of Education and Trustees ***will vote on the Election and Proposed 2021-2022 BOCES administrative budget on April 21, 2021.*** A special meeting for the purpose of the vote/election will be required on that date.
7. Board Information – Invitation from Jefferson-Lewis School Boards Association – Virtual Legislative Discussion – March 5, 2021 at 3:00 p.m. – RSVP to Mrs. Bennett by March 1, 2021
8. Board Information – 2nd Quarter Elementary Data

Items for Board Discussion / Action

9. Board Action – Approval to appoint Laurie Nohle as follows:
 - Chief Faculty Counselor
 - Faculty Auditor

10. Board Action – Approval to appoint Missie Nabinger as follows:
 - Dignity Act Building Coordinator - Brownville Glen Park Elementary
 - Odyssey of the Mind Co-Coordinator
 - District Arts in Education Coordinator
 - Reading Co-Coordinator
 - Character Education
 - District Health/Safety Committee

11. Board Action – Approval to appoint Karen Denny as follows:
 - Dignity Act Building Coordinator – Jr.-Sr. High School
 - Drug and Alcohol Coordinator
 - Standardized Testing Coordinator
 - District Health Coordinator
 - District Health/Safety Committee

12. Board Action – Approval to appoint Kathaleen Beattie as follows:
 - Chairperson Committee on Special Education
 - Section 504 Coordinator
 - CSE, CPSE, and CSE Sub-Committee: Committee Representative/Chairperson

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

14. Board Action – Resolution to ***Conditionally Appoint Athletic Coaches during the 2020-2021 school year:***

RESOLUTION

WHEREAS, the prevalence of COVID-19 is such that schools were allowed to reopen in September for the 2020-2021 school year, under limited conditions provided schools adhere to certain health related requirements, recommendations, and mandates that have been, or may be, made by the Governor of the State of New York, the New York State Department of Education, the New York State Department of Health, and/or local county departments of health; and

WHEREAS, the District is required to comply with the various health related requirements, recommendations and mandates in order to operate the District’s athletic programs and to mitigate the potential negative impact of exposure to the COVID-19 virus and therefore recognize that many adjustments to the routine operation of these programs will be necessary to implement this compliance; and

WHEREAS, it is anticipated that throughout the 2020-2021 school year multiple adjustments may be necessary in form, frequency, and modality for offering of, and participation in, any specific athletic program which may impact the need for staffing and/or a need to reduce or cancel any specific portion of the athletic program; and

WHEREAS, the District wishes to ensure coaches are compensated on a pro-rata basis for any portion of the 2020-2021 athletic seasons for which students participate in athletics, but that coaches do not receive compensation for services that are not provided in the event that there is no student participation or cancellation of all or a part of any specific portion of the athletic program during any portion of the 2020-2021 academic year/athletic season(s); and

WHEREAS, the pro-rata basis shall be calculated by dividing the amount of a stipend by the standard number of official days of each normal season to determine a daily stipend. In the event the students are not able to participate in the event, the employee will only be paid for the days the students were able to participate; and

WHEREAS, the Board recognizes that coaches receive a longevity stipend based upon the number of years of service an individual has served in their respective position.

NOW, THEREFORE, IT IS RESOLVED:

1. In the event that students participate in extra-curricular athletics for any portion of the 2020-2021 academic year/athletic season(s), stipends will be pro-rated in proportion to the ratio of the actual duration of service rendered during any specific 2020-2021 athletic season to the scheduled time from an uninterrupted athletic season as set out in the Recitals above, and coaches shall receive longevity credit for actual service during any specific 2020-2021 athletic season; and

2. In the event that students do not participate in any portion of what would have otherwise been a specific athletic season(s) during the 2020-2021 school year, all coaching appointments for that specific athletic season(s) will be deemed rescinded, and no stipends shall be paid, nor shall coaches receive longevity credit for a specific athletic season(s) during the 2020-2021 school year if no portion of the specific season occurs.

F. ITEMS FOR BOARD ACTION – PERSONNEL – Conditional Coaching Appointments

15. Board Action - ***Upon the recommendation of the Superintendent of Schools, and consistent with the terms and conditions enumerated in the Resolution to Conditionally Appoint Athletic Coaches during the 2020-2021 School Year***, which resolution was duly adopted by the Board of Education immediately prior hereto, the General Brown Central School District Board of Education hereby conditionally appoints the following individuals to serve as coaches:

(A) PAID Coaching Appointments:

Name	2020-2021 Winter Season	Coaching Certification	Effective Date
Matthew Fiske	Boys' Basketball-Varsity	Teacher Coach*	Date TBD
Michael Hartle	Wrestling-Varsity	Teacher Coach*	Date TBD
Janelle Ferris	Girls' Basketball-Varsity	Teacher Coach*	Date TBD
Amy O'Riley	Girls' Volleyball-Varsity	Teacher Coach	Date TBD

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 ****

G. ITEMS FOR BOARD ACTION – PERSONNEL – Continued

16. Board Action - Approval of the following PERSONNEL CHANGES, with *effective dates* as listed, is made by _____, seconded by _____, with motion approved ____ - ____.

(A) Board Action – Retirements:

Name	Position	Effective Date
Lisa S. Sampson	Elementary Teacher	07/01/2021

(B) Board Action – Resignations: None

(C) Board Action – Appointments:

Name	Position	Salary or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Justin D. Keegan	Elementary Teacher	\$48,045 annually (MB+39, step 1)	4-year probationary tenure track appointment as elementary teacher commencing February 9, 2021	02/09/2021
Bruce A. Matthews	Substitute Cleaner	\$12.50 per hour	n/a	02/22/2021

H. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE

17. 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:

- **Justin D. Keegan** – Teacher
- **Bruce A. Matthews** – Substitute Cleaner

I. SUPERINTENDENTS' REPORTS

- 18. Assistant Superintendent Smith
- 19. Superintendent Case

J. CORRESPONDENCE & UPCOMING EVENTS

- 20. Correspondence Log

K. ITEMS FOR NEXT MEETING

- 21. **March 8, 2021** – Regular meeting to begin at 5:30 p.m.
 - *Public Hearing / Approval of the General Brown CSD Communicable Disease – Pandemic Plan
 - _____

L. PROPOSED EXECUTIVE SESSION

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

RETURN TO OPEN SESSION

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

MOTION FOR ADJOURNMENT

- 24. **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
January 4, 2021 – 5:30 p.m.
Jr.-Sr. High School Auditorium / WebEx

Unapproved
MINUTES

REGULAR MEETING – This meeting was held in the auditorium of the Jr.-Sr. High School and was available to the public via WebEx. The meeting was called to order at 5:30 p.m. by President Kelly Milkowich, followed by the Pledge of Allegiance.

MEMBERS PRESENT – Kelly Milkowich, President; Sandra Young Klindt, Vice President; Natalie Hurley; Tiffany Orcesi; Jamie Lee; Scott Lytle

MEMBERS PRESENT VIA WEBEX – Daniel Dupee, II

OTHERS PRESENT – Barbara J. Case, Superintendent; Debra L. Bennett, District Clerk

WEBEX PARTICIPANTS – Lisa K. Smith, Assistant Superintendent; Gary Grimm, Operations Manager/Transportation Supervisor; Melissa Nabinger, Principal Brownville Glen Park Elementary; Karen Denny, Interim Principal Jr.-Sr. High School; Laurie Nohle, Assistant Principal Jr.-Sr. High School; David Ramie, Principal Dexter Elementary; Michael Parobeck, Network Administrator

A. APPROVAL OF AGENDA

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

B. PRESENTATIONS - None

C. PUBLIC COMMENT REQUESTS – No requests at this time

D. CONSENT AGENDA

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

1. Approval of Minutes as listed:
 - December 7, 2020 – Regular 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 – November 2020

E. REGULAR AGENDA

Other Discussion and Action Items:

Board Member Reports / Staff Member Reports and Presentations

1. Comments / Information and updates from Board Members:
 - Vice President Klindt shared that she has provided Board members with her notes from the virtual NYSSBA Conference. / Dr. Klindt also thanked our bus drivers and staff that are covering vacancies due to illness, and Mrs. Case confirmed that staff members continue to go above and beyond to cover for quarantined staff members.
2. Staff Member Reports:
 - Leadership answered questions regarding our 7-day feeding program / options for students returning from remote learning / technology and communication / Seasaw platform options / urgent needs for families / approved sports programs / student engagement / conversations taking place with teachers, leadership, and the inclusion steering committee regarding options for students to demonstrate competency
3. Staff Member Presentations - none

Items for Board Information / Discussion

4. Board Information – none

Items for Board Discussion / Action

5. Board Action – Policy Review / Adoption

- 2nd Reading / Adoption – **Policy #5670 as revised – RECORDS MANAGEMENT**
- 2nd Reading / Adoption – **Policy #7317 as revised – PROTECTION OF STUDENT, TEACHER, AND PRINCIPAL INFORMATION (DATA SECURITY AND PRIVACY)**

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

6. Board Action – Approval for a donation of **91 personal pan pizza gift certificates for JSHS high honor students** from the Nonna Dina Restaurant

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

7. Board Action – Approval for a donation of **\$300 in support of the District’s Backpack Program** by Natalie Hurley

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

8. Board Action – Approval for a donation of **\$320.62 for classroom library books and gift card for Ms. Storey’s 1st Grade Class** from the DonorsChoose organization

Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with motion approved 7-0.

9. Board Action – Approval for a donation of **90 cases of food in support of the District’s Backpack Program** from Community Action Planning Council.

Motion for approval by Jamie Lee, seconded by Tiffany Orcesi with motion approved 7-0.

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

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

F. ITEMS FOR BOARD ACTION – PERSONNEL

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

11. Board Action – Retirements:

Name	Position	Effective Date
Lisa J. Kessler	Social Studies Teacher	07/15/2021

12. Board Action – Resignations:

Name	Position	Effective Date
Melissa Schillinger	4-Hour Food Service Helper	01/04/2021
Cassandra Storey	Elementary Teacher	01/15/2021

13. Board Action – Appointments:

Name	Position	Salary or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Carson Pickeral	Substitute Teacher	\$90 per day	n/a	Emergency Appointment effective 12/11/2020
Melissa Schillinger	5-Hour Food Service Helper	\$12.55 per hour	n/a	01/05/2021
Krysta H. Stupp	4-Hour Food Service Helper	\$12.50 per hour	n/a	01/05/2021
Amy Piper	Substitute Teacher Aide	\$12.50 per hour	n/a	01/05/2021
Maria Schueler (returning from 2019-2020 SY)	Substitute Teacher	\$100 per day	n/a	01/05/2021

Vivian J. Burdick	Substitute Nurse Substitute Aide	\$17.25 per hour \$12.50 per hour	n/a	01/05/2021
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G. 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:

- **Carson Pickeral** – Substitute Teacher
- **Krysta H. Stupp** – Food Service Helper
- **Vivian J. Burdick** – Substitute Nurse

Motion for approval by Jamie Lee, seconded by Scott Lytle, with motion approved 7-0.

H. SUPERINTENDENTS’ REPORTS

15. Assistant Superintendent Smith explained that Congress has passed another federal stimulus program bill. She also reported that Governor Cuomo will likely not submit an Executive Budget Proposal until February or March. We may have to adjust our spending plan time line accordingly.

16. Superintendent Case gave an update regarding our chrome book orders. Manufacturers cannot produce them fast enough to fulfill orders. We are expecting 100 chromebooks to be delivered in January. Mrs. Case also emphasized that we are continuing to prepare a testing plan involving Jefferson-Lewis BOCES and local authorities, should it become necessary to test staff and students due to a change in our local designation by the Governor.

I. CORRESPONDENCE & UPCOMING EVENTS

17. Correspondence Log

J. ITEMS FOR NEXT MEETING

18. **February 8, 2021** – Regular meeting to begin at 5:30 p.m.

K. MOTION FOR ADJOURNMENT

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

Motion for approval by Scott Lytle, seconded by Natalie Hurley, with motion approved 7-0. Time adjourned 6:14 p.m.

— The Board of Education held a professional development workshop immediately following adjournment.

Respectfully submitted:

Debra L. Bennett, District Clerk

- Supporting documents may be found in supplemental file dated January 4, 2021

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

SPECIAL MEETING
January 12, 2021 - 5:30 p.m.
This meeting will be conducted via WebEx

Unapproved
MINUTES

SPECIAL MEETING – This meeting was held remotely and was available to the public via WebEx. The meeting was called to order at 5:46 p.m. by President Kelly Milkowich, followed by the Pledge of Allegiance.

Roll Call of Members Present via WebEx: Kelly Milkowich, President; Sandra Young Klindt, Vice President; Natalie Hurley; Daniel Dupee, II; Tiffany Orcesi; Jamie Lee

Members Absent: Scott Lytle

A. APPROVAL OF AGENDA

Motion for approval by Daniel Dupee, seconded by Natalie Hurley. The motion was approved 6-0.

**B. SPECIAL AGENDA
ITEMS FOR BOARD ACTION**

1. Board Action - **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education takes action to approve a **Memorandum of Agreement between the General Brown Central School District and the General Brown School Related Professionals Union**, dated January 8, 2021 for the purpose of addressing the unprecedented circumstances surrounding the ongoing COVID-19 pandemic, specifically "Furloughs".
Motion for approval by Daniel Dupee, seconded by Sandra Young Klindt, with the motion approved 6-0.

C. ADJOURNMENT OF SPECIAL MEETING

There being no further business or discussion, a motion is requested to adjourn the special meeting.

Motion for approval by Tiffany Orcesi, seconded by Sandra Young Klindt. The motion is approved 6-0. Time: 5:57 p.m.

ReportResults

My Learning Plan for BOE approval February 8, 2021

BGP	Nabinger, Melissa	Elementary Principals Meeting	1/12/2021	1/12/2021
BGP	WORDEN, DEXTER	The Science of Reading: Foundational Knowledge and Skills Seri	1/20/2021	1/27/2021
BGP	BURGESS, LAUREL	Self-Paced Learning - One Week at a Time - TOPIC: Focus on A	1/25/2021	1/25/2021
BGP	BURGESS, LAUREL	Self-Paced Learning - One Week at a Time - TOPIC: Teacher St	2/1/2021	2/1/2021
BGP	BURGESS, LAUREL	Self-Paced Learning - One Week at a Time - TOPIC: Engaging T	2/8/2021	2/8/2021
BGP	BURGESS, LAUREL	Self-Paced Learning - One Week at a Time - TOPIC: Engaging T	2/22/2021	2/22/2021
DEXTER	HARDWICK, NANCY	Educator Self-Care: Recharging in the New Year	1/13/2021	1/13/2021
DEXTER	LOTHROP, ASHLEY	Creating an IEP	2/2/2021	2/2/2021
DEXTER	HARDWICK, NANCY	SLS Mentoring for School Librarians	2/3/2021	2/3/2021
DEXTER	HARDWICK, NANCY	SLS Council Meeting	2/10/2021	2/10/2021
DISTRICT OFFICE	Beattie, Kathaleen	Creating an IEP	2/2/2021	2/2/2021
DISTRICT OFFICE	CASE, BARBARA	2021 Virtual Winter Institute and Lobby Day	3/8/2021	3/9/2021
DISTRICT OFFICE	CASE, BARBARA	Leadership for Increasingly Diverse Schools	3/24/2021	5/5/2021
JR-SR HS	Swan, Andrea	Bohlen Technical Center High School Counselor Meetings	10/7/2020	5/12/2021
JR-SR HS	Nohle, Laurie	Leadership Development Series for New Leaders	10/15/2020	3/11/2021
JR-SR HS	Nohle, Laurie	Secondary Principals Meeting	1/12/2021	1/12/2021
JR-SR HS	LEUBNER, LISA	ClearTrack Coffee Talks	1/12/2021	1/12/2021
JR-SR HS	BERNIER, JOSE	Fundamentals of Equity	1/13/2021	1/13/2021
JR-SR HS	AUGLIANO, JENNIFER	JL Region School Counselors ONLY	1/13/2021	1/13/2021
JR-SR HS	GRIMM, BRIDGET	JL Region School Counselors ONLY	1/13/2021	1/13/2021
JR-SR HS	Nohle, Laurie	Leading Schools through Change	1/20/2021	1/20/2021
JR-SR HS	Nohle, Laurie	Refining and Reflecting for Administrators as Instructional Leader	1/27/2021	1/27/2021
JR-SR HS	BERNIER, JOSE	Engaging Online Asynchronous Lessons	1/27/2021	1/27/2021
JR-SR HS	CUDDEBACK, MARJORIE	Engaging Online Asynchronous Lessons	1/27/2021	1/27/2021
JR-SR HS	Denny, Karen	Engaging Online Asynchronous Lessons	1/27/2021	1/27/2021
JR-SR HS	LASAGE, CARRIE	Tech Like a Pirate Book Study	2/1/2021	2/1/2021
JR-SR HS	O'DONNELL, JOSEPH	Technology for Assessment and Feedback: EDPuzzle	2/1/2021	2/1/2021
JR-SR HS	Nohle, Laurie	Let's Talk About Grading	2/4/2021	2/4/2021
JR-SR HS	Nohle, Laurie	Secondary Principals Meeting	2/9/2021	2/9/2021
JR-SR HS	LEUBNER, LISA	ClearTrack Coffee Talks	2/9/2021	2/9/2021
JR-SR HS	LASAGE, CARRIE	SLS Council Meeting	2/10/2021	2/10/2021
JR-SR HS	Nohle, Laurie	Refining and Reflecting for Administrators as Instructional Leader	2/23/2021	2/23/2021
JR-SR HS	LASAGE, CARRIE	SLS Communication Coordinator Meeting	2/24/2021	2/24/2021