

GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION
17643 Cemetery Road - P.O. Box 500 - Dexter, New York 13634
REGULAR MEETING
June 14, 2021
Jr.-Sr. High School Auditorium

COVID-19 Screening Attestation
and physical distancing guidelines were followed.

MINUTES

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

MEMBERS PRESENT – Kelly Milkowich, President; Sandra Young Klindt, Vice President; Natalie Hurley; Daniel Dupee II; Jamie Lee; Scott Lytle

MEMBERS ABSENT – Tiffany Orcesi

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; 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; Faculty and Students

A. APPROVAL OF AGENDA

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

B. AUDIT COMMITTEE MEETING (See audit meeting agenda) – Internal Claims Auditor Annual 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 ***Internal Claims Auditor Report*** as provided by Mr. Alvin Hasner.

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

— The regular meeting was resumed.

C. PRESENTATIONS – None at this time.

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

E. CONSENT AGENDA

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

1. Approval of Minutes as listed:
 - May 10, 2021 – Regular Meeting
 - May 10, 2021 – Annual Meeting / Budget Hearing
 - May 18, 2021 – Annual Budget Vote / Board of Education Election
2. Approval of Buildings and Grounds Requests
 - JSHS Auditorium - Jefferson-Lewis BOCES - March 3, 2022 (March 7, 2022 snow date) – Regional Spelling Bee – General Brown has been the host of the Regional Spelling Bee for 49 years.
3. Approval of Conferences and Workshops as listed: (none)
4. Approval of Conferences and Workshops as per *My Learning Plan* report
5. Approval of Financial Reports / Warrants – April 2021

F. REGULAR AGENDA

Other Discussion and Action Items:

Board Member Reports/Staff Member Reports and Presentations

1. Comments / Information shared by Board Members
 - President Milkowich congratulated Natalie Hurley who was recently elected President of the Jefferson-Lewis School Board

Association.

– President Milkowich also thanked retiring Board of Education member, Daniel Dupee, for his years of dedication to the General Brown Community.

2. Staff Member Reports

– Ms. Beattie shared information regarding our acceptance into the *North Country Brilliant Pathways Program*. The program will support student success and school improvement at no cost to the District. Contact the District Office for additional information regarding the scope of the program.

3. Staff Member Presentations

– Superintendent Case asked that the Board celebrate the attendance of Government class students, teachers, and new staff members being appointed this evening. The Board was happy to be able to welcome in-person attendance.

Items for Board Information/Discussion

4. Board Information – As per the 2021-2022 Board of Education meeting schedule, the **Annual Organizational Meeting** will be held on **Thursday, July 1, 2021** in the auditorium of the Jr.-Sr. High School, **followed immediately by the Regular Monthly Meeting**. The start time of the organizational meeting will be 5:30 p.m.

Items for Board Discussion/Action

5. Board Action – Approval for the renewal of membership to the **New York State School Boards Association** for the year beginning July 1, 2021 to June 30, 2022 in the amount of \$7778. (amount unchanged from current year)
Motion for approval by Scott Lytle, seconded by Natalie Hurley, with motion approved 6-0.

6. Board Action - **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to **authorize the transfer of funds into the following reserve accounts**, in the amounts *not* to exceed the following:

- TRS Reserve - \$147,000
- Capital Reserve - \$1,200,000

Motion for approval by Sandra Klindt, seconded by Scott Lytle, with motion approved 6-0.

7. Board Action – **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to **authorize the use of the EBLAR Reserve in the amount of \$10,000**.

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

8. Board Action - Approval for a **donation of \$250 from Maria Mesires/The Elpis Fund, administered by the Northern New York Community Foundation** for the benefit of the District’s backpack program.

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

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

Motion for approval by Jamie Lee, seconded by Daniel Dupee, with motion approved 6-0.

G. ITEMS FOR BOARD ACTION – PERSONNEL

10. Board Action – Approval of the following **2020-2021 Class/Club Advisors** as listed:

Motion for approval by Scott Lytle, seconded by Daniel Dupee, with motion approved 6-0.

Club/Class	Advisors
Class of 2022	Lisa Fowler; Susan Menapace
Class of 2023	Ellen Sheen; Lindsay Hanson
Class of 2024	Susan Menapace; Amy Smith

11. Board Action – **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education hereby approves the **Memorandum of Agreement with the General Brown Teachers’ Association dated May 11, 2021, and signed May 21, 2021**, to appoint the following as Instructional Technology Leaders (ITL) at an annual stipend of \$1200 per person, and Co-Facilitators of Instructional Technology Leaders (FITL) at an annual stipend of \$2000 per person, for the 2021-2023 school years, effective July 1, 2021.

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

Instructional Technology Leaders (ITL)		Co-Facilitators of Instructional Technology Leaders (FITL)
Kelly Cantwell	Kelly Fahey	Erin Heller
Lauren Neil	Mary Paige	Carrie LaSage
Julia Russell	Mary Vodicka	
Tricia Nortz	Tasha Dillabough	
Staci Martin	Lisa Tyo	
Lindsay Hanson	Lindsay Labiendo	
Susan Menapace	Fran Seymour	

12. Board Action – **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education hereby approves the **Memorandum of Agreement with the General Brown Administrators’ Association dated May 7, 2021, and signed May 10, 2021**, extending the CBA to June 30, 2022 and, further, authorizes the Superintendent of Schools to sign the resulting final collective bargaining agreement consistent therewith. Motion for approval by Natalie Hurley, seconded by Scott Lytle, with motion approved 6-0.

13. Board Action – **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education hereby approves the **Memorandum of Agreement with the General Brown School Related Professionals Union dated June 11, 2021, and signed June 14, 2021**, addressing the shortage of bus drivers, specifically recruitment, retention, and referral stipends. Motion for approval by Sandra Klindt, 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 Jamie Lee, seconded by Sandra Klindt, with motion approved 6-0.

14. Board Action – Retirements:

Name	Position	Effective Date
Deanna Oliver	Secretary	09/17/2021

15. Board Action – Resignations:

Name	Position	Effective Date
Wayne Livingston	4-Hour Bus Driver	05/25/2021
Marietta R. Kitto	Music Teacher	06/30/2021
Justin Keegan	Elementary Teacher	06/30/2021
Carol Stacey	Food Service Helper	08/31/2021

16. Board Action – Appointments:

Name	Position	Salary or Rate of Pay	Probationary or Tenure Track Appt. (if applicable)	Effective Date
Kimberly J. Quimby	Substitute Aide	\$12.50 per hour	n/a	Emerg. Appt. 05/19/2021
Cathy N. Lawlee	Substitute Aide	\$12.50 per hour	n/a	Emerg. Appt. 05/19/2021
Nicholas J. Nortz	Social Studies 7-12 Teacher	\$46,515 annually-Step 1 (B)	4-Year Probationary appointment in the tenure area of Social Studies 7-12	09/01/2021
Katelyn M. Longamore	Mathematics 7-12 Teacher	\$46,515 annually-Step 1 (B)	4-Year Probationary appointment in the tenure area of Mathematics 7-12	09/01/2021
Angela M. Mehaffy	Special Education 1-6	\$64,965 annually-Step 16 (MB)	3-Year Probationary appointment in	09/01/2021

	Teacher		the tenure area of Special Education	
Ashley D. Jones	Elementary K-6 Teacher	\$48,515 annually-Step 3 (B)	4-Year Probationary appointment in the tenure area of Elementary K-6	09/01/2021
Kelsey L. Tibbles	Elementary K-6 Teacher	\$46,515 annually-Step 1 (B)	4-Year Probationary appointment in the tenure area of Elementary K-6	09/01/2021
Kathryn Bamann	Elementary K-6 Teacher	\$49,215 annually-Step 1 (MB)	4-Year Probationary appointment in the tenure area of Elementary K-6	09/01/2021
Ericka A. Farrell	Elementary K-6 Teacher	\$49,215 annually-Step 1 (MB39)	4-Year Probationary appointment in the tenure area of Elementary K-6	09/01/2021
Brett A. Neddo	Physical Education Teacher	\$46,515 annually-Step 1 (B)	4-Year Probationary appointment in the tenure area of Physical Education	09/01/2021
Ashley E. Lothrop	Elementary K-6 Teacher	No change	4-Year Probationary appointment in the tenure area of Elementary K-6	09/01/2021
Carol Stacey	Cashier	\$15.78 per hour	n/a	09/01/2021

I. 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:

- **Kimberly J. Quimby** – Substitute Aide
- **Cathy N. Lawlee** – Substitute Aide
- **Angela Mehaffy** - Teacher
- **Ashley (Bastien) Jones** - Teacher
- **Brett Neddo** – Teacher
- **Kathryn Bamann** - Teacher

Motion for approval by Scott Lytle, seconded by Natalie Hurley, with motion approved 6-0.

J. SUPERINTENDENTS’ REPORTS

18. Assistant Superintendent Smith discussed the use of ESSER 2 and ARP federal stimulus monies. The application is still in progress however the District has prioritized proposed expenditures such as HVAC upgrades; technology infrastructure upgrades; Chromebooks; ipads; laptops and SmartBoards; Summer school and extended school year; additional teachers and support staff; and emergency antenna system at JSHS.

19. Superintendent Case shared that there will be a recruitment campaign to address a continued shortage of bus drivers that will include recruitment, retention, and referral stipends.

Mrs. Case also shared that the elementary summer school program already has 65 students enrolled. There will be an update for the JSHS very soon.

Mrs. Case noted that one of our teachers, Ayesha Hunt, was nominated for Utica National’s 2021 Teacher Hero Award! You will find a link on the District website to cast your vote. Congratulations to Mrs. Hunt on her nomination!

Superintendent Case requested the Board convene a special meeting for the appointment of the JSHS Assistant Principal. The Board will hold a Special Meeting on Monday, June 21, 2021 at 7:00 a.m. The meeting will be held virtually.

K. CORRESPONDENCE & UPCOMING EVENTS

20. Correspondence Log

L. ITEMS FOR NEXT MEETING

21. **June 21, 2021 – Special Meeting** – The meeting will begin at 7:00 a.m. and will be held virtually.
22. **July 1, 2021 – Annual Organizational Meeting** – The meeting will begin at 5:30 p.m. in the Jr.-Sr. High School auditorium.
23. **July 1, 2021 – Regular Meeting** will immediately follow the Annual Organizational meeting.

M. PROPOSED EXECUTIVE SESSION

24. **A motion is requested to enter executive session** for the discussion of the performance history of one particular individual. Motion for approval by Scott Lytle, seconded by Sandra Klindt. with motion approved 6-0. Time entered: 5:58 p.m.

RETURN TO OPEN SESSION

25. **A motion is requested to adjourn the executive session** and reconvene the regular meeting. Motion for approval by Scott Lytle, seconded by Jamie Lee, with motion approved 6-0. Time: 6:16 p.m.

26. Board Discussion – Drape/tie requirement for senior yearbook photos.

MOTION FOR ADJOURNMENT

27. **There being no further business or discussion**, a motion is requested to adjourn the regular meeting. Motion for approval by Scott Lytle, seconded by Sandra Klindt, with motion approved 6-0. Time adjourned: 6:23 p.m.

— Enclosures:

- 2021-2022 Board of Education Meeting Schedule
- 2021-2022 District Calendar

Respectfully submitted:

Debra L. Bennett, District Clerk

*Supporting documents may be found in supplemental file dated June 14, 2021