

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.

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