

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

REGULAR MEETING  
April 6, 2022 – 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.

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 – Thomas Orvis / Laura Primmer

D. CONSENT AGENDA

1. Approval of Minutes as listed:
  - March 7, 2022 – Regular Meeting
2. Approval of Buildings and Grounds Requests as listed: None
3. Approval of Conferences and Workshops as listed:
  - Carrie LaSage – Collection, Selection, and Objection Workshop – Erie I BOCES, West Seneca, NY – May 13, 2022
4. Approval of Conferences and Workshops as per *My Learning Plan Report*
5. Approval of Financial Reports / Warrants – February 2022

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

**Items for Board Information/Discussion**

3. Board Information – Candidates for election to the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Education Services are as follows:
  - Ms. Jennifer L. Jones – Beaver River Central School District
  - Mr. Michael J. Kramer – Adirondack Central School District

Three (3) vacancies exist, and two (2) candidates have been nominated. The term of office for each vacancy is three years beginning July 1, 2022, and concludes on June 30, 2025. The election and vote on the proposed 2022-2023 BOCES administrative budget will take place on Thursday, April 28, 2022.

There will be a ***Special meeting of the Board of Education held on Thursday, April 28, 2022 at 7:00 a.m. via Webex*** for the purpose of voting on the proposed 2022-2023 BOCES budget and the election of members to the BOCES Board of Education.

4. Board Information – NYSSBA’s 2022 Live Virtual Superintendent Evaluation Workshop registration is now open. The workshop is scheduled for Friday, April 22, 2022 from 8:00 a.m. to 12:00 p.m.
5. Board Information – Invitation for the JLSBA Annual Dinner Meeting to be held Monday, May 16, 2022 at the Tug Hill Vineyards, Lowville. Please RSVP by April 28, 2022.
6. Board Information – 2<sup>nd</sup> Marking Period Data – Elementary

- 7. Board Information – There was an *Overnight Field Trip Sporting Event* request approved for Varsity Girls’ Basketball in Troy, NY on March 18-20, 2022. (NYSPHSAA State Tournament)
- 8. Board Information – As per the GBTA Contract, *“If the District has three or more unused snow days as of April 10<sup>th</sup>, one day will be added to the April vacation and one day to the Memorial Day recess, as long as there is a minimum of one (1) snow day remaining.”* The day to be added to the April vacation is April 18, 2022. The day to be added to the Memorial Day recess will be May 27, 2022. Therefore, the District will be closed on May 27, 2022.

**Items for Board Discussion / Action**

- 9. Board Discussion – Policy Review
  - 1<sup>st</sup> Reading – ***Policy #5322 (revised) – Mandatory Availability Use of Cell Phones***
- 10. Board Action – Resolution for a proposed PILOT Agreement as follows:

**PILOT CONSENT RESOLUTION**  
*(Convalt Manufacturing, LLC Project)*

A regular meeting of the Board of Education of the General Brown Central School District (the “School District”) convened on April 6, 2022

The following resolution was duly offered and seconded, to wit:  
 Resolution No. 2022 - Convalt

**RESOLUTION OF THE BOARD OF EDUCATION** CONSENTING TO A PROPOSED PILOT AGREEMENT AND PILOT PAYMENT DISTRIBUTION TO BE PROVIDED BY THE JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY IN CONNECTION WITH A CERTAIN PROJECT (AS DESCRIBED BELOW) TO BE UNDERTAKEN BY CONVALT MANUFACTURING, LLC

**WHEREAS**, Convalt Manufacturing, LLC (the “Company”) has submitted an application (the “Application”) to the Jefferson County Industrial Development Agency (the “Agency”) requesting that the Agency consider undertaking a certain project (the “Project”) consisting of: (i) the disposition by the Agency of all or portions of approximately 88.51 acres of real property owned by the Agency and located in the vicinity of State Route 12F in Town of Hounsfield, Jefferson County, New York (the “Land”, being more particularly described as one or more tax parcels as may be subdivided and/or merged, including TMID Nos 81.00-1-14.1 (29.93 acres), 81.00-1-13.1 (33.49 acres), 82.00-3-2.2 (8.45 acres), 81.00-3-2.3 (7.27 acres), and 82.00-3-5 (10.78 acres)), (ii) the planning, design, construction, equipping and operation of an approximately 300,000 square foot manufacturing facility to accommodate solar panel manufacturing and solar power plant generation, including building improvements for manufacturing, warehousing, office space, and related internal spaces, external parking improvements, storm water management and related site improvements, and related on and offsite utility improvements (collectively, the “Improvements”), and (iii) the acquisition in and around the Improvements and of certain items of equipment and other tangible personal property and equipment (the “Equipment” and, collectively with the Land and the Improvements, the “Facility”), and (iv) entering into a straight lease transaction (within the meaning of subdivision (15) of Section 854 of the Act), pursuant to which the Agency will retain a leasehold interest in the Facility for a period of time and sublease such interest in the Facility back to the Company (the “Straight Lease Transaction”); and

**WHEREAS**, in furtherance of the Project, the Agency and Company have entered into a certain Land Development Agreement with License and Exclusive Option, dated as of September 15, 2021 (the “LDA”), wherein the Agency has provided the Company with an option and development rights relating to the Agency-owned Land; and

**WHEREAS**, based upon the Company’s Application, the undertaking of the Project by the Company will entail a capital investment of \$63,120,000 and the creation of ~~50~~ **\*382** full time manufacturing jobs; and

**WHEREAS**, in connection with the Application, and in furtherance of the Project’s positive financial impact within the County of Jefferson (the “County”), the Company has requested the Agency’s consideration of a deviation (the “PILOT Deviation”) from the Agency’s Uniform Tax Exemption Policy (“UTEP”) to allow for a payment-in-lieu-of-tax agreement (“PILOT Agreement”) that would provide Twenty (20) years of real property tax exemption with a fixed payment schedule that would be distributed to the affected tax jurisdictions (the “PILOT Distribution”) in accordance with the schedule attached hereto as “**Exhibit A**”; and

**WHEREAS**, the Agency and the Company have requested the consent of the School District to the PILOT Deviation and PILOT Distribution pursuant to and in accordance with the Agency’s UTEP and General Municipal Law Section 858(15).

**NOW, THEREFORE, BE IT RESOLVED** BY THE BOARD OF EDUCATION OF THE GENERAL BROWN CENTRAL SCHOOL DISTRICT AS FOLLOWS:

Section 1. The School District hereby consents to and authorizes the Agency and the Company to undertake the PILOT Deviation and PILOT Distribution in connection with the Project, as contemplated herein.

Section 2. These Resolutions shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

	<b>Yea</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Kelly Milkowich voting	[ ]	[ ]	[ ]	[ ]
Sandra Young Klindt voting	[ ]	[ ]	[ ]	[ ]
Natalie Hurley voting	[ ]	[ ]	[ ]	[ ]
Albert Romano, Jr. voting	[ ]	[ ]	[ ]	[ ]
Tiffany Orcesi voting	[ ]	[ ]	[ ]	[ ]
Jamie Lee voting	[ ]	[ ]	[ ]	[ ]

The Resolution was thereupon duly (adopted/not adopted).

**EXHIBIT A**  
**PROPOSED PILOT PAYMENT SCHEDULE WITH DISTRIBUTION AMOUNTS**

11. Board Action – Resolution for a proposed PILOT Agreement as follows:

**PILOT CONSENT RESOLUTION**  
*(DigiCollect LLC Project)*

A regular meeting of the Board of Education of the General Brown Central School District (the “School District”) convened on April 6, 2022

The following resolution was duly offered and seconded, to wit:  
Resolution No. 2022 - DigiCollect

**RESOLUTION OF THE BOARD OF EDUCATION** CONSENTING TO A PROPOSED PILOT AGREEMENT AND PILOT PAYMENT DISTRIBUTION TO BE PROVIDED BY THE JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY IN CONNECTION WITH A CERTAIN PROJECT (AS DESCRIBED BELOW) TO BE UNDERTAKEN BY DIGICOLLECT LLC

**WHEREAS**, DIGICOLLECT LLC, for itself and/or on behalf of an entity or entities to be formed (collectively, the “Company”), has submitted an application (the “Application”) to the Agency requesting the Agency’s assistance with a certain project or projects (collectively, the “Project”) consisting of: (i) the disposition by the Agency of all or portions of approximately 12.10 acres of real property owned by the Agency and located at 16904 State Route 12F in the Town of Hounsfield, Jefferson County, New York (the “Land”, being more particularly described as tax parcel No. 81.00-1-5), (ii) the phased planning, design, construction and operation of an approximately 50,000 square foot manufacturing facility for use by the Company to produce data sensors, monitors, data collection and storage and related software developed for renewable energy and utility usage, including building improvements for manufacturing, warehousing, office space, data storage and related internal spaces, external parking improvements, storm water management and related site improvements, and related on and offsite utility improvements (collectively, the “Improvements”), and (iii) the acquisition in and around the Improvements and of certain items of equipment and other tangible personal property and equipment (the “Equipment” and, collectively with the Land and the Improvements, the “Facility”), and (iv) entering into a straight lease transaction (within the meaning of subdivision (15) of Section 854 of the Act), pursuant to which the Agency will retain a leasehold interest in the Facility for a period of time and sublease such interest in the Facility back to the Company (the “Straight Lease Transaction”); and

**WHEREAS**, in furtherance of the Project, the Agency and Company have entered into a certain Land Development Agreement with License and Exclusive Option, dated as of September 15, 2021 (the “LDA”), wherein the Agency has provided the Company with an option and development rights relating to the Agency-owned Land; and

**WHEREAS**, based upon the Company’s Application, the undertaking of the Project by the Company will entail a capital investment of \$30,000,000 and the creation of 320 full time jobs; and

**WHEREAS**, in connection with the Application, and in furtherance of the Project’s positive financial impact within the County of Jefferson (the “County”), the Company has requested the Agency’s consideration of a deviation (the “PILOT Deviation”) from

the Agency’s Uniform Tax Exemption Policy (“UTEP”) to allow for a payment-in-lieu-of-tax agreement (“PILOT Agreement”) that would provide Twenty (20) years of real property tax exemption with a fixed payment schedule that would be distributed to the affected tax jurisdictions (the “PILOT Distribution”) in accordance with the schedule attached hereto as “**Exhibit A**”; and

**WHEREAS**, the Agency and the Company have requested the consent of the School District to the PILOT Deviation and PILOT Distribution pursuant to and in accordance with the Agency’s UTEP and General Municipal Law Section 858(15).

**NOW, THEREFORE, BE IT RESOLVED** BY THE BOARD OF EDUCATION OF THE GENERAL BROWN CENTRAL SCHOOL DISTRICT AS FOLLOWS:

Section 1. The School District hereby consents to and authorizes the Agency and the Company to undertake the PILOT Deviation and PILOT Distribution in connection with the Project, as contemplated herein.

Section 2. These Resolutions shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

	<b>Yea</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Kelly Milkowich voting	[ ]	[ ]	[ ]	[ ]
Sandra Young Klindt voting	[ ]	[ ]	[ ]	[ ]
Natalie Hurley voting	[ ]	[ ]	[ ]	[ ]
Albert Romano, Jr. voting	[ ]	[ ]	[ ]	[ ]
Tiffany Orcesi voting	[ ]	[ ]	[ ]	[ ]
Jamie Lee voting	[ ]	[ ]	[ ]	[ ]

The Resolution was thereupon duly (adopted/not adopted).

**EXHIBIT A**  
**PROPOSED PILOT PAYMENT SCHEDULE WITH DISTRIBUTION AMOUNTS**

12. Board Action – **Approval of Assistant Clerks / Inspectors** for the Annual Proposed Budget Vote and election as follows:
  - Assistant Clerks: Rebecca Flath – Kristi Bice – Lisa Leubner – Chris Doldo – Donna Keefer
  - Inspector: Jefferson County Board of Elections Inspector, with Michele Groff serving as Chief Inspector
  - Chairperson for the Annual Meeting / Budget Vote-Election – Lisa K. Smith
13. Board Action – Approval is requested for the **General Brown Central School District to combine with South Jefferson Central School District, (as host)**, for the purpose of athletic competition, pending the approval of the NYSPHSAA Section III, and the Frontier League, to compete in the sport of **Girls’ Swimming** at the Varsity and Modified levels for the **2022-2023 school year, provided COVID-19 restrictions are conducive to this request.**
14. Board Action – Approval is requested for the **Committee on Special Education Reports**
15. Board Discussion – Budget discussion regarding the Proposed Spending Plan for the 2022-2023 school year
16. Board Action – Following discussion, the Board of Education will take action to adopt the **Proposed Spending Plan 2022-2023** as per the following resolution:

**BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **Proposed Spending Plan for the 2022-2023 school year, resulting in a \_\_\_\_ . \_\_\_\_% (increase/decrease) in the tax levy, in an amount not to exceed \$\_\_\_\_,\_\_\_\_,\_\_\_\_** and to raise the taxes therefore.

**F. ITEMS FOR BOARD ACTION – PERSONNEL**

17. Board Action – Retirements: none
18. Board Action – Resignations:

<b>Name</b>	<b>Position</b>	<b>Effective Date</b>
<b>Randy Smith</b>	Cleaner	<b>04/08/2022</b>

19. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if appl.)	Effective Date
Bruce Parker	4-1/2-Hour Bus Driver	\$17.36 / hour	n/a	Emergency appointment effective: 03/17/2022
Scott Thackston	5-Hour Bus Driver	\$17.36 / hour	n/a	Emergency appointment effective: 03/17/2022
Laure Siver	7-Hour Teacher Aide (from 4-Hour Teacher Aide)	unchanged	n/a	Emergency appointment effective: 03/21/2022
Connor R. Knight	Substitute Cleaner	\$13.20 / hour	n/a	Emergency appointment Effective: 03/24/2022
Lori Plantz	Substitute Teacher	\$95 / day	n/a	Emergency appointment Effective: 03/24/2022
Susan M. Keegan	7-Hour Teacher Aide	\$13.50 / hour	n/a	Emergency appointment effective: 03/28/2022
Marina Spadaccini	Substitute Teacher Aide	\$13.20 / hour	n/a	Emergency appointment Effective 03/28/2022
Emily A. Morett	Substitute Teacher	\$95 / day	n/a	Emergency appointment Effective 03/28/2022
Matthew L. Scudder	Substitute Bus Driver	\$17.36 / hour	n/a	Emergency appointment Effective: 04/05/2022
Rachel M. Skipper	Elementary Teacher	\$55,165 annually, Step 8 (B+18)	4-Year probationary tenure appointment commencing 4/7/22	04/07/2022
*William E. Shepard	*Assistant Interim Transportation Director	\$55,000 annually	n/a	04/22/2022

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

20. 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 Spring / 2022	Coaching Certification	Effective Date
Patsy Doldo	Jr. Varsity Baseball Assistant Co-Coach ^changed from Unpaid to Paid	Temporary Coaching License	03/14/2022
Benjamin M. Hanson	Jr. Varsity Boys' Lacrosse Coach	Temporary Coaching License	Emergency appointment effective: 03/14/2022
James A. Watson	Jr. Varsity Baseball Assistant Co-Coach	Temporary Coaching License	Emergency appointment effective: 03/23/2022
Carter A. Rosebrook	Jr. Varsity Boys' Lacrosse Assistant Coach	Temporary Coaching License	Emergency appointment effective: 03/23/2022
Michael Chitro	Modified Baseball Coach	Temporary Coaching License	Emergency appointment effective: 04/04/2022
Sophia I. Derrigo	Modified Girls' Lacrosse Assistant Coach	Temporary Coaching License	Emergency appointment effective: 04/04/2022
Chelsea VanTassel	Modified Softball Assistant Coach	Temporary Coaching License	04/07/2022

(B) **UNPAID** Coaching Appointments:

Name	Sport / Season Spring / 2022	Coaching Certification	Effective Date
Chad Parker	Varsity Boys' Lacrosse Assistant Coach	Professional Coaching License	Emergency appointment Effective: 03/30/2022
Brennen T. Derouchie	Modified Boys' Lacrosse Assistant Coach	Temporary Coaching License	Emergency appointment effective: 04/04/2022

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

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

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

**H. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE**

21. 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:

- Susan M. Keegan – Teacher Aide
- Connor Knight – Cleaner
- Benjamin M. Hanson – Coach
- James A. Watson – Coach
- Carter A. Rosebrook – Coach
- Sophia I. Derrigo – Coach
- Brennen T. Derouchie – Coach
- \*William E. Shepard – Transportation

**I. SUPERINTENDENTS' REPORTS**

- 22. Assistant Superintendent Smith
- 23. Superintendent Case

**J. CORRESPONDENCE & UPCOMING EVENTS**

- 24. Correspondence Log

**K. ITEMS FOR NEXT MEETING**

- 25. **Thursday, April 28, 2022 – Special Meeting** will begin at **7:00 a.m. via WebEx** for the purpose of voting on the JLBOCES Spending Plan and election of members to the Jefferson-Lewis BOCES Board of Education
- 26. **Monday, May 9, 2022 – Regular Meeting** will begin at 5:30 p.m. in the Auditorium of the Jr.-Sr. High School
- 27. **Monday, May 9, 2022 – Annual Meeting / Budget Hearing** will begin at 6:00 p.m. in the Auditorium of the Jr.-Sr. High School

**L. MOTION FOR ADJOURNMENT**

- 28. **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.